

ORDERS

No.VCE (A)/CTC/2023

01st August, 2023

Sub : VCE (A) – Reconstitution of College Timetable Committee –Orders issued – Reg.

Sanction is accorded for the reconstitution of College Timetable Committee with the following composition:

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| 1. Dr. Parsi Kalpana, Assoc. Prof. Dept. of CSE | : Convener |
| 2. Dr. C. Mohan Lal, Assoc. Prof., Dept. of Civil Engg | : Member |
| 3. Mr. M. Prashanth, Asst. Prof., Dept. of ECE | : Member |
| 4. Mr. M. Sreenivasulu, Asst. Prof., Dept. of EEE | : Member |
| 5. Ms. DRL Prasanna, Asst. Prof., Dept. of IT | : Member |
| 6. Mr. D. Govinda Rao, Asst. Prof., Dept. of Mech Engg | : Member |
| 7. Dr. P. Sukanya, Asst. Prof., Dept. of Chemistry | : Member |
| 8. Dr. G. Meena, Asst. Prof., Dept. of H & SS | : Member |
| 9. Dr. K. Jhansi Rani, Asst. Prof., Dept. of H & SS | : Member |
| 10. Dr. T. Sunand Emmanuel, Asst. Prof., Dept. of H & SS | : Member |
| 11. Dr. Ch. Naga Anuradha, Asst. Prof., Dept. of Mathematics | : Member |
| 12. Dr. P. Venkateswara Rao, Assoc. Prof., Dept. of Physics | : Member |
| 13. Dr. R. Nagaraju, Asst. Prof., Dept. of Physics | : Member |

Functions:

- To prepare the timetables in the prescribed format at the beginning of every semester with the active involvement of the members of the timetable committee by collecting details of workload distribution of faculty members, course allotment, assigning of classrooms and common resources (classrooms, labs, tutorial rooms which are shared) and taking into account programme-specific requirements.
- To facilitate collaboration and sharing of best practices across programmes.
- To prepare the timetables of individual faculty members and labs at programme level by referring to the class timetables.

Term:

The term of the members of the Committee is **two** years.

Meetings:

The committee shall meet at least once in a semester.



Principal

To

The members of the committee

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