

**GOVERNMENT OF TELANGANA**

**OFFICE OF THE  
DIRECTOR OF TECHNICAL EDUCATION  
TELANGANA STATE :: HYDERABAD**

Memo.No.K3/10866/2015-Vol-II

Dated:24.01.2017

Sub: Technical Education - Minutes of the Teleconference held by the Commissioner of Technical Education, T.S., Hyderabad with Principals of Government Polytechnics on 20.01.2017 at 3:30 PM - Communicated - Reg.

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While communicating the enclosed copy of Minutes of the Teleconference held by Commissioner of Technical Education, T.S, Hyderabad with the Principals of Government Polytechnics on 20.01.2017 at 3:30 PM, all the officers and Principals of the Government Polytechnics are hereby directed to take up the follow up actions immediately.

Encl: As above

Sd/- A.VANI PRASAD  
COMMISSIONER

To

✓ The Principals of all the Govt. Polytechnics under the control of TE Department.  
The Regional Joint Director (TE), Hyderabad.  
The Secretary, SBTET, Hyderabad.  
Copy to all the officers in the O/o CTE Telangana State, Hyderabad.  
Copy to Stock File/Spare.

//F.B.O//

*R. Jyothi*  
25/1  
SUPERINTENDENT

*S. Sathish*

**Minutes of the Teleconference Conducted by the Commissioner Of  
Technical Education, Telangana, with the Principals of all Government  
Polytechnics, SBTET and RJDTE on 20-01-2017 from 3.30 P.M. onwards in  
the Prof.Jayashankar Conference Hall of Commissionerate Of Technical  
Education, TS, Hyderabad on functioning of Polytechnics.**

The Commissioner of Technical Education, the officers of CTE, SBTET all Staff of Government Polytechnics and CGG were present at the Teleconference and the Commissioner of Technical Education, T.S. deliberated and reviewed the various issues pertaining to the Academics, Budget, Welfare Schemes, Biometric Attendance, Website Updation etc.,

The following resolutions have been made after the deliberations and review:

**1. Budget Utilization:**

CTE reviewed the expenditure of First quarter budget released to the Polytechnics with Principals of Government Polytechnics. The CTE has directed all the Principals to utilize the budget released, at the earliest for the purpose to which it is sanctioned, so as to release the 2<sup>nd</sup> & 3<sup>rd</sup> quarter budget.

**Action: Principals**

**2. Remedial Teaching**

CTE reviewed the status of academic results and status of conducting remedial classes was reviewed. The CTE has interacted with some of the Principals, HoS and directed them to maintain accountability in conducting Remedial Classes. The Principals/HoS shall prepare the time table and Monitor the conduct of Remedial classes. Students shall be counselled to attend remedial classes regularly and the staff shall maintain the time table, proper attendance register, log book of conducting remedial classes and shall assess the impact of remedial classes on the results achieved. The CTE expressed that simply conducting remedial classes is of no use and will be viewed very seriously. The Senior Officers of the Department also will inspect the records.

**Action: Principals**

**3. Bio Metric Attendance & CC Cameras:**

CTE reviewed the status of Bio Metric Attendance of the students and staff. The CTE interacted with the Principals/HoS of the institutions whose attendance was very less recorded and directed the Principals to take all measures for 100% implementation of Bio Metric Aadhar Based attendance system within a week time. The CTE has clearly mentioned that the reasons such as , poor internet connectivity, instrument defect etc., can not be considered for poor recording of Biometric attendance. The available Technology shall be used to avoid

the Technical sngs in recording attendance. It also informed that the non recording of BMA is to be considered as unauthorised absence. All Polytechnics shall be connected by CC cameras to DTE office.

**Action: Principals/OSD(Computers)**

#### **4. Welfare Plan Schemes :**

The CTE has reviewed the budget spent towards Welfare Schemes plan schemes and interacted with the Principals regarding the items procured in the scheme. The CTE has directed the Principals to maintain proper accountability of items procured and the acknowledgement of distributing the items to the students. The 1<sup>st</sup> quarter budget sanctioned must be utilized at the earliest for procuring the items as specified, for releasing of the 2<sup>nd</sup> & 3<sup>rd</sup> quarter budget.

**Action: Principals/ AD (B)**

#### **5. Website Updation:**

The status of Polytechnics Website was reviewed and directed the principals to update their Polytechnic Website with latest information and current News.

**Action: Principals/OSD(Computers)/CGG**


#### **6. E-classrooms & E-Learning:**

The Secretary, SBTETTS has informed the status of E-classrooms with E-learning facilities. The CTE has directed all the Principals to utilize the E-class rooms effectively update E-lessons with latest Technology.

**Action: Principals/SBTET**

7. Further the CTE has informed that a meeting with all the Principals will be held in a couple of weeks in Hyderabad for detailed review.

Sd/- A.VANI PRASAD  
COMMISSIONER



For COMMISSIONER

