

Minutes of the Meeting with Directors, Joint Directors, Heads of the Departments and Heads of Sections held on 06th February, 2021 at 10:00 AM.

Members Present:

1. Dr. G. P. Saradhi Varma, Principal
2. Dr. Suresh Pabboju, Director-IQAC
3. Prof. P. Sreenivas Sarma, Director-SA&P
4. Dr. K. Krishnaveni, Director-Academics
5. Dr. R. Sreedhar Rao, Director-AEC&COE
6. Dr. A. D. Sarma, Director-R&D
7. Dr. K. Jagannadha Rao, Joint Director-SA&P
8. Dr. M. Swamy Das, Joint Director-Academics(Informatics)
9. Dr. Y. Rajasri, I/c-Head, Dept. of Biotechnology
10. Dr. Y. Rama Devi, Prof. & Head, Dept. of CSE
11. Dr. D. Krishna Reddy, Prof. & Head, Dept. of ECE
12. Dr. G. Suresh Babu, Prof. & Head, Dept. of EEE
13. Dr. K. Radhika, Prof. & Head, Dept. of IT
14. Dr. P. V. R. Ravindra Reddy, Prof. & Head, Dept. of Mech. Engg.
15. Dr. D. L. Sreenivasa Reddy, Head, Dept. of MCA
16. Dr. A. Vijaya Lakshmi, Asst. Prof., Dept. of English
17. Dr. P. Venkata Prasad, CoE

Principal chaired the Session and conducted the Proceedings.

Item No.1 : Transitory Regulations for- B.E/ B.Tech., Programs and any other small corrections in the R-20 Rules

Minutes : Based on the request made by the Controller of Examinations, the Director-Academics has presented the below mentioned proposal.

"In case of re-admitted students into the next Scheme of Regulations two chances will be given to write the backlog examinations in the Scheme in which he / she entered the Program. If he / she fails to clear the backlogs in these two attempts, thereafter, they need to write the examination with the present Scheme offered by the Department for that particular Program".

After thorough discussions the proposal was differed by the Committee.

Item No.2 : Transitory Regulations for M.E/ M.Tech./ MBA/ MCA Programs

Minutes : After thorough discussion, the following resolution was taken.

Clarification pertaining to the above mentioned item : If a Student fails (Even after makeup examination) in particular Subject(s) / Course(s), the Student can either directly appear for SEE when notified by the Institute by registering for the same (or) the Student can re-register for attending the Classes and can appear for CIE & SEE along with the ongoing batch of Students under the Scheme in vogue by paying the required fee.

Item No.3 : M.E/ M.Tech. Internship Policy for R-20 Regulations

Minutes : M.E/M.Tech. Internship document was presented by the director academics and the same was approved by Committee.

Item No.4 : M.E/ M.Tech. - Award of Division

Minutes : The following criteria for award of division for M.E/M.Tech. 2-year program was presented by the Director-Academics and the same was approved by the Committee.

CGPA	DIVISION
7.5 and above	First Class with distinction(All the subjects should be cleared in single attempt)
6.5 and less than 7.5	First Class
5.5 and less than 6.5	Second Class
5.0 and less than 5.5	Pass

Item No.5 : Equivalent Subjects for BE/ B. Tech. Readmitted Students.

Minutes : A Student who is re-admitted into a Scheme has to clear all the Backlog Subjects under the Scheme in which he / she was, before the detention. However, for the CIE, assessment and Promotion Rules etc., all the Rules and Regulations of the current scheme into which he / she is admitted will be applicable.

The pre-requisites / equivalent Core subjects to be studied / exemption of subjects (if any) for this student will be decided by the BoS of the concerned Department.

Item No.6 : Schedules for BoS Meetings and Academic Council Meetings:

- a. Reconstitution of BoS Committees - January, February, 2021
- b. Stake holders feedback on Curriculum - January, February 2021
- c. Syllabus Preparation for III-VIII semesters of R-20 -Meetings with internal BoS members-February, March, 2021
- d. BoS meetings - March, 2021
- e. Academic Council meeting - April, 2021

Minutes : It is decided to re-constitute the BoS Committees in all the departments except SMS. Principal asked all the Heads of the departments to collect the feedback on the Curriculum/syllabus and future trends in Engineering and Technology so that they can be considered as inputs in the forthcoming Syllabus revision.

The Director IQAC, Director-I&I are asked to carry out the market survey in this regard and coordinate with the academic departments.

Principal asked the Director-R & D to take the inputs from R and D organizations regarding latest / thrust areas. Survey report on the Industry needs may be taken from the Director CDC.

The Director-AEC&COE and Director-Academics are asked to follow up the Letter submitted to the Registrar, OU regarding the nomination of Board of Studies Members from the University.

Principal asked the Chairmen of BoS of all Departments to prepare the Scheme for III to VIII Semesters and Syllabus for the III & IV Semesters at the earliest and keep them ready for the presentation. Principal further directed them to prepare the Syllabus for the remaining Semesters within a month's time from the Presentation.

It is resolved to conduct the Departmental BoS Meetings during March, 2021 and Academic Council Meeting in the month of April, 2021.

Item No.7 : Any other item with the permission of the Chair

Minutes : 1. Principal informed all the Heads of the Departments, the procedure for procurement of items, equipment for the Departments. Principal directed to mention the configuration / detailed specifications and justification of the required items while sending the purchase requisites. He further informed that the Head of the Department has to look into the entire requirement while setting up of a Lab and submit the same to the undersigned for further processing.

Principal informed that the Purchase Department should only support the Heads in procurement process. Heads of the Departments should also submit the quotations for the required equipment to the Purchase Department after going through the quality of the items to be procured. Heads of the Departments can identify the Vendors for the quality part and take care of the repairing part.

Principal further suggested to submit separate letters for the Project requirements, General Purchases and Staff requirement.

2. Re-registration of M.E/M.Tech. Students and attending the class work by such students : Decided to discuss in a separate meeting
3. The Head, Department of EEE has presented a detained student request regarding the repetition of the subject and wavier of the same :

In this regard, Principal constituted a Committee with the following Faculty members to submit a report to the undersigned.

- a. Dr. Suresh Pabboju, Professor IT Dept. & Director-IQAC
- b. Dr. K. Krishnaveni, Professor, EEE Dept. & Director-Academics
- c. Dr. R. Sreedhar Rao, Director-AEC&CoE

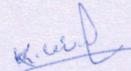
- d. Dr. P. V. Prasad, Professor, EEE & COE
- e. Dr. G. Suresh Babu, Professor and Head, EEE Dept.

Further, the Director-Academics is asked to convene the meeting and submit the Committee recommendations to the undersigned.

The Meeting is concluded with vote of thanks to the Chair


PRINCIPAL

To
All Heads of the Departments / Sections, for information.
All the Directors, Joint Directors, Head-HR, CoE, for information.


16/2/2021