



## DADI INSTITUTE OF ENGINEERING & TECHNOLOGY

(Approved by A.I.C.T.E., New Delhi & Permanently Affiliated to JNTUK, Kakinada)  
NAAC Accredited Institute; Inclusion under section 2f & 12B of UGC act  
An ISO 9001:2008, 14001:2004 & OHSAS 18001:2007 Certified Institute  
NH-5, Anakapalle, Visakhapatnam-531002, Andhra Pradesh  
Phone: 9963981111, 9963993229  
E-Mail: [info@diet.edu.in](mailto:info@diet.edu.in), Web: [www.diet.edu.in](http://www.diet.edu.in)

### GOVERNING BODY MEETING HELD ON 8<sup>TH</sup> OCT 2021 at 10.00 A.M

#### Members Present

S.No	Governing Body Members	Board	Signature
1	Sri Dadi Ratnakar	Chairman	
2	Smt Dadi Padmavathi	Secretary and Correspondent	
3	Dr. Ch. Narasimham	Principal, Member secretary	
4	Prof. K. Venkateswara Rao	Principal, Government Polytechnic, Anakapalle, Government Nominee	
5	Dr. P. Sreedevi	Assistant Professor of Commerce and Management, Department of BS and HSS, University Nominee	
6	Sri Dadi Jagan Prabhakar Vice President & Trustee, SET	Vice President & Trustee, SET	
7	Smt. Dadi Bhagya Lakshmi Member & Trustee, SET	Member & Trustee, SET	
8	Smt. Dadi Atchutha Member	Member	
9	Dr. K.S.Eswara Rao Vice Principal & Professor in H& BS	Member	
10	Sri Ch. Srinadh M.D., Sri Gopal Automotive Ltd, VSP	Member	
11	Dr. Ch. Prbahakar Rao Professor in H& BS	Member	
12	Smt. N.Saritha Rani Diploma Co-ordinator & Asst Professor in Dept of ECE	Member	

## DADI INSTITUTE OF ENGINEERING AND TECHNOLOGY, ANAKAPALLE

### AGENDA OF GOVERNING BODY MEETING HELD ON 8<sup>th</sup> Oct, 2021

- Presidential Address
- Minutes of the previous meeting and status of the execution of the matters that has been resolved. And informed the programmes conducted in the Institute recently.

#### Agenda

1. Plan of action for the student Induction Programmes including personality Development Programmes for forthcoming I year B.Tech and Diploma students
2. AICTE INTERNSHIP mandatory Programmes
3. Discussion on MOUs with Industries
4. Discussion on revision of bus fee according to present fuel rate
5. Proposal for purchase new bus for faculty
6. APITA institute registration fee for the A.Y 2021-22 with a budget of Rs. 11,800/-
7. Eduskills renewal fee for the A.Y 2021-22 with a budget of Rs. 47,200/-
8. Procure the text and reference books for R-20 regulations. With the budget of Rs. 1,40,000/-
9. Discussion on faculty empowerment strategies/ professional Development programmes
10. Discussion on add on courses and skill based certification courses
11. Courses Including Experiential Learning
12. Discussion on CBCS/Elective Course System
13. Discussion on stakeholder feedback reports on Curriculum and action plan
14. Start up Incubation Centre initiated by A.P Govt in our Institute.
15. Discussion on compliances of student feedback reports
16. Other Budget proposals
  - i) Renewal of J-Gate online journals with a budget of 62,424/-
  - ii) Renewal of IEEE online journals for the amount of Rs 5,67,732/-
  - iii) Purchase of new buses with the budget of of Rs. 41,00,000/-
  - iv) Purchase of sports materials
  - v) Purchase of electrical materials
  - vi) Procuring two Honey well Hands free barcode scanners with a cost of Rs. 24,758/-
  - vii) Maintenance of Generator cost about s. 48,175/-
  - viii) Maintenance of Lift with a budget of Rs. 45,000/-
  - ix) Two new buses insurance budget is about 1,76,000/-
  - x) SAC, Conference and Medical room painting work cost is Rs.99,148/-
  - xi) Furniture in Board room and seminar hall cost is Rs. 4,33,933/-
  - xii) to procure the following peripheral components for all computer labs with a budget of Rs. 75,000/-Mother Boards-17, Key Boards-36, Mouses-16, SMPS-10, Hardisks-11and CMOS batteries-300
17. Annual E – Governance report of 2020-21
18. Other matters with the permission of chair

## Minutes of the Meeting

- The Governing Body (G.B) Meeting of DADI INSTITUTE OF ENGINEERING AND TECHNOLOGY held on 8<sup>th</sup> Oct 2021 at Board Room under the chairmanship of Sri Dadi Ratnakar, Chairman, DIET. He welcomed and thanked all the members for their presence and participation in the discussion of various issues relating to the effective functioning of the institute.
- Minutes of the previous G.B meeting read by principal and he has informed the status of execution of the matters that have been resolved in the earlier meeting held on 18<sup>th</sup> April, 2020. They are as follows.
  - Collecting students data from schools, Jr colleges degree colleges and polytechnic colleges and motivate the parents and students towards EAPCET, POLYCET, ICET and PG CET and publicizing through fix the hoardings with placement data at main locations in Gajuwaka and Vizag,
  - Conducted Graduation day- 2021 on 18<sup>th</sup> Sept 2021.
  - Procured the following peripheral components for all computer labs with a budget of Rs. 75,000/-  
Mother Boards-17, Key Boards-36, Mouses-16, SMPS-10, Hardisks-11 and CMOS batteries-300.
    - ii) Started Certification course on Continue paloalto Cyber Security for 3<sup>rd</sup>B.Tech CSE students by Department of CSE after 25<sup>th</sup> Aug 2021.
    - iii) Acquired global certification by faculty trainers who deputed Eduskills in various skill oriented certification programs.
  - Alumni cell membership registration process is going on .
  - Five faculty members are completed the online Innovation Ambassador Training programme conducted by AICTE. At present, total 62 proposals sent to Yukti 2.0 programme.
  - Collected data for AQAR 2020-21 from HODs and all functional bodies by IQAC.
  - Discussed on the implementation of CBCS/Elective Course systems
  - Discussed on the approval of courses including experiential learning
  - Discussed on the stakeholder feedback reports and action needed
  - Renewed the insurance for the buses with lowest quotation vendors.
  - Conducted Independence Day celebrations on 15<sup>th</sup> Aug 2021.
  - Conducted Health awareness programme for all girl students by Dr. P. Nirmala, Gynecologist in 18<sup>th</sup> Aug, 21 organizing by ICC.
  - Admn department installed eSSL Biometric with face detection and finger print machine.
  - Reviewed on ECET, POLYCET and Diploma semester end examinations
  - Mr. P.L. Narayana, Asst. Professor in Civil is nominated as Convener of Grievance & Reddessa Cell of the Institute.
  - Deputed Mr. J. Dileep Kumar , Asst Professor in EEE for Diploma Office In Charge Due to Mrs N. Saritha Rani applied Maternity Leave
  - Annual E – Governance report of 2020-21 has been discussed and approved
  - Introduced R&D incentive of Rs. 3000 for every published patent and Rs. 3000 for every additional Scopus indexed paper publications by faculty.
  - Green Campus Audit was completed by Rest Pvt Ltd and gave a certificate.

## **RESOLUTIONS:**

1. Resolved to conduct Student Induction Programmes for 1 year admitted students as per AICTE guidelines.
2. HODs are instructed to make the internship policy of the institute and shall be maintained.
3. Resolved that each department shall have MOU/ Linkages/ Collaborations with industries and suggested to conduct the internship programmes. and other relevant events from our existing MOUs of organizations/industries NIT, Oracle Academy, Eduskills, NRDC , BSNL etc.
4. Resolved to revise the bus fees according to increase in fuel rate.
5. Resolved to purchase new bus for faculty coming from Vizag to college via pendurthi.
6. Approved APITA institute registration fee for the A.Y 2021-22 with a budget of Rs. 11,800/-
7. Approved the Eduskills renewal fee for the A.Y 2021-22 with a budget of Rs. 47,200/-
8. Resolved to Procure the text and reference books for R-20 regulations with the budget of Rs. 1,40,000/-
9. Resolved that all the faculty members must participate in Faculty Empowerment Programmes and conduct experiential learning and participative Learning
10. Resolved to all the departments must conduct Add on courses/ certification courses in recent emerging areas useful to students in employability
11. Resolved to establish Start up Incubation Centre initiated by A.P Govt in our Institute useful for Work from home employees.
12. Resolved to Implement Elective course system for all B.Tech. Courses
13. Approved the proposed list of courses including experiential learning
14. Resolved to implement the suggestions given in the stakeholder feedback reports by students, teachers, employers & alumni
15. Discussed on compliances of student feedback reports and Action Taken Report. Those faculties who are having poor performance have to improve the subject and teaching ability.
16. Governing Body approved all the following budgets for the development of Institute.
  - i) Renewal of J-Gate online journals with a budget of 62,424/-
  - ii) Renewal of IEEE online journals for the amount of Rs. 5,67,732/-
  - iii) Purchase of two new buses with the budget of of Rs. 41,00,000/-
  - iv) Purchase of sports materials
  - v) Purchase of electrical materials

vi) Procuring two Honey well Hands free barcode scanners with a cost of Rs. 24,758/-

vii) Maintenance of Generator cost about s. 48,175/-

vii) Maintenance of Lift with a budget of Rs. 45,000/-

viii) Two new buses insurance budget is about 1,76,000/-

ix) SAC, Conference and Medical room painting work cost is Rs.99,148/-

x) Furniture in Board room and seminar hall cost is Rs. 4,33,933/-

xi) Seminar hall Ac outdoor unit cost is 18,000/-

xii) to procure the following peripheral components for all computer labs with a budget of Rs. 75,000/-Mother Boards-17, Key Boards-36, Mouses-16, SMPS-10, Hardisks-11and CMOS batteries-300

17. Annual E - Governance report of AY 2020-21 has been approved

18. In other matters, Discussed on Renewal of ISO Certification. Governing Body resolved to renew the ISO Certifications for another three years.



**PRINCIPAL**  
**Dadl Institute of**  
**Engineering & Technology,**  
**ANAKAPALLE - 531 002**



## DADI INSTITUTE OF ENGINEERING & TECHNOLOGY

(Approved by A.I.C.T.E., New Delhi & Permanently Affiliated to JNTUK, Kakinada)  
NAAC Accredited Institute; Inclusion under section 2f of UGC act  
An ISO 9001:2008, 14001:2004 & OHSAS 18001:2007 Certified Institute  
NH-5, Anakapalle, Visakhapatnam-531002, Andhra Pradesh  
Phone: 9963981111, 9963993229  
E-Mail: [info@diet.edu.in](mailto:info@diet.edu.in), Web: [www.diet.edu.in](http://www.diet.edu.in)

GOVERNING BODY MEETING HELD ON 27<sup>TH</sup> SEPTEMBER 2020 at 10.00 A.M

### Members Present

S.No	Governing Body Members	Board	Signature
1	Sri Dadi Ratnakar	Chairman	
2	Smt Dadi Padmavathi	Secretary and Correspondent	
3	Dr. Ch. S. Naga Prasad	Principal	
4	Prof. K. Venkateswara Rao	Principal, Government Polytechnic, Anakapalle, Government Nominee	
5	Dr. P. Sreedevi	Assistant Professor of Commerce and Management, Department of BS and HSS, University Nominee	
6	Sri DadiJagan Prabhakar Vice President & Trustee, SET	Vice President & Trustee, SET	
7	Smt. Dadi Bhagya Lakshmi Member & Trustee, SET	Member & Trustee, SET	
8	Smt. Dadi Atchutha Member	Member	
9	Dr. K.S.Eswara Rao Vice Principal & Professor in H& BS	Member	
10	Sri Ch. Srinadh M.D., Sri Gopal Automotive Ltd, VSP	Member	
11	Dr. Ch. Prbahakar Rao Professor in H& BS	Member	
12	Smt. N.Saritha Rani Diploma Co-ordinator & Asst Professor in Dept of ECE	Member	

# DADI INSTITUTE OF ENGINEERING AND TECHNOLOGY, ANAKAPALLE

## AGENDA OF GOVERNING BODY MEETING HELD ON

27<sup>th</sup> SEPTEMBER, 2020

- Presidential Address
  - Minutes of the previous meeting and status of the execution of the matters that has been resolved
1. Approval of Institutional Academic Calendar for the academic year 2020-21
  2. Discussion on distribution of offline and online class work for P.G and U.G and Plan of action for conducting I B.Tech and I Diploma odd semester classes in view of COVID-19 protocol.
  3. Discussion on implementation of Google class rooms and Policy being taken to maintain the teaching-learning process as 50% through on line Google classes after commencement of the regular classes as per Govt., norms in view of the present COVID situation.
  4. Nomination of Visiting/Guest faculty for enhancing the student knowledge
  5. Discussion on improvisation of teaching pedagogy in new Learning Management processes
  6. Discussion on improvisation of Research & Development (R&D) in the Institute.
  7. Discussion on accreditations (NAAC and NBA) and Autonomous status of the Institute.
  8. Discussion on implementation of CBCS/Elective Course system
  9. Discussion on adoption of Vision and Mission statements based on the inputs given by the stakeholders.
  10. Discussion on two new additional courses in emerging areas i.e. "Artificial Intelligence and Machine Learning" and "Data Science" introduced in our Institute from the academic year 2020-21 and implementation of their developmental activities if any
  11. Discussion on implementation of "Industry- Institute interaction" management system, Internships and start- ups.
  12. Courses Including Experiential Learning
  13. Discussion on Institute Vision & Mission
  14. Review on Career Development Programme in respect of on- campus and off-campus Training and Placements for improvement of employability
  15. Discussion on admissions strategies
  16. Status of submission of AQAR by IQAC 2018-19
  17. Status of fee determination for B.Tech, M.Tech, M.B.A by APHERMC
  18. Discussion on E-Governance report for 2019-20 AY
  19. Discussion on investment of laboratory equipment and Library books already procured as per JNTUK new R-19 regulations for UG and PG and C-19 for Diploma for the academic year 20-21 and its usage

20. Status of digital Transactions in the institute and fee collection through payment gateway
21. Discussion on stakeholder feedback reports on Curriculum and action plan
22. Plan of action for the development of our modified and newly launched website [www.diet.edu.in](http://www.diet.edu.in) and e-cap office automation software.
23. Other matters with the permission of Chairman.

### **Minutes of Meeting**

- The Governing Body (G.B) Meeting of DADI INSTITUTE OF ENGINNRING AND TECHNOLOGY held on 10<sup>th</sup> July 2020 at Board Room under the chairman ship of Sri Dadi Ratnakar. Chairman, DIET. He welcomed and thanked all the members for their presence and participation in the discussion of various issues relating to the effective functioning of the institute.
- Minutes of the previous G.B meeting read by principal and he has informed the status of execution of the matters that have been resolved in the earlier meeting held on 1<sup>st</sup> March,2020 . They are as follows.
  - Applied application to UGC and affiliating University for recognition under section 12B of UGC act 1956
  - AICTE approved for reduction in intake for M.Tech PID and SSP courses from 36 to 18 from the A.Y 2020-21
  - AICTE approved the introduction of new courses in emerging areas i.e B.Tech-CSE (Artificial Intelligence and Machine Learning) and B.Tech-CSE (Data Science) 60 intake each from the A.Y 2020-21By reduction in intake 60 in Civil and 60 in EEE
  - Conducted A one week FDP on “Outcome based Education (OBE) in association with NIT , Warangal
  - Discussed on the approval of courses including experiential learning
  - Conducted “National Science Day Celebrations” on 28<sup>th</sup> Feb 2020 in the inaugural function of “VIBRANT DIET- 2020”
  - Conducted “VIBRANT DIET 2020” Annual Day Celebrations on 28<sup>th</sup> and 29<sup>th</sup> Feb 2020 in a grand success. In Inaugural Session on 28<sup>th</sup> Feb 2020, Sri TSN Murthy graced the occasion as chief Guest and Hon’ble Anakapalle MP Smt K. Venkata Satyavathi and Anakapalle MLA Sri G. Amaranadh graced the occasion as Guests of Honour. In valedictory session on 29<sup>th</sup> Feb 2020, Reshma Reddy, IPS, ASP, Narsipatnam graced the Chief Guest and Geetha Madhuri, Movie Play Back Singer graced the occasion as Guest of Honour.
  - Discussed on the stakeholder feedback reports and action needed
  - Conducted International Women’s day Celebrations on 8<sup>th</sup> March 2020 with an expenditure of Rs. 20,000/-
  - Discussed on the implementation of CBCS/Elective Course systems
  - Conducted CET examinations in the campus successfully
  - Conducted Campus Recruitment Specific Training Programme for IV B Tech students by COIGN consultancy on “Android” for 8 weeks



- Recruited faculty as per the requirement in all departments.
- Discussed on the proposed new Vision & Mission of the Institute
- Conducted farewell functions branchwise in the month of March 2020
- Discussed on the E-Governance mechanism for AY 2019-20
- Our institute was permanently affiliated to JNTUK from the academic year 2019-20. It is valid for three years upto 2021-22

### **RESOLUTIONS**




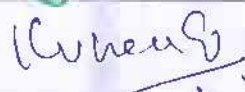


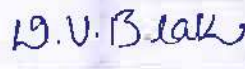

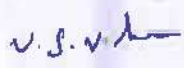


1. Discussed on JNTUK issued Academic Calendar for the A.Y 2020-21. Basing on that, reviewed and approved the Institutional Academic Calendar tentatively for the A.Y 2020-21
2. Discussed on distribution of Physical class work and online class work for P.G and U.G and Plan of action for conducting I B.Tech and I Diploma odd semester classes in view of COVID-19 protocol. Committee suggested to conduct online classes through Google Class room for II,III and IV B.Tech and II M.B.A.
3. Committee resolved to conduct the Google class rooms and Policy being taken to maintain the teaching-learning process as 50% through on line Google classes after commencement of the regular classes in view of the present COVID situation.
4. Governing Body suggested to all the faculty members to improvise the teaching pedagogy in new Teaching -Learning Management processes like preparation of PPTs, attending and Conducting FDPs in new era, attending webinars etc in online mode
5. Resolved to improvise R& D cell. Committee instructed to all the faculty members to improve their knowledge through the preparation of research papers and do the innovative projects by the students.
6. Discussed on accreditations (NAAC and NBA) and Autonomous status of the Institute. Governing Body resolved to go for NBA accreditation first and then Autonomous.
7. Resolution was taken to adopt the new vision and mission statements of the institute as resolved in the meeting of the stake holders;
8. Resolved to implement new teaching methodologies on two newly introduced additional courses in emerging areas i.e “Artificial Intelligence and Machine Learning” and “Data Science” in CSE branch in our Institute from the academic year 2020-21.
9. Discussed on implementation of “Industry- Institute interaction” management system, Internships and start- ups. Committee suggested to tie up with industries for internships and startups
10. Reviewed on Career Development Programme in respect of on- campus and off-campus Training and Placements for improvement of employability. Committee resolved to conduct CRT classes rigorously for placements.
11. Resolved to Implement Elective course system for all B.Tech. courses
12. Approved the proposed list of courses including experiential learning

13. Resolved to implement the suggestions given in the stakeholder feedback reports by students, teachers, employers & alumni
14. Committee resolved that publicize our Institute in social media in respect of facilities and placements etc., and also place the hoardings at various important areas
15. Discussed and approved the E- Governance Report
16. Resolved to submit the AQAR by IQAC for the year 2018-19 after approval by statutory body i.e. academic council or academic committee
17. Andhra Pradesh Higher Education Regulatory and monitoring Commission has directed to inspect the colleges for determination of fee structure for B.Tech, M.Tech and M.B.A. Inspecting Committee visited the college and reported.
18. Discussed on investment of laboratory equipment and Library books already procured as per JNTUK new R-19 regulations for UG and PG and C-19 for Diploma for the academic year 20-21 and its usage. The total expenditure incurred towards laboratory equipment is Rs. 3, 24,560/- and towards library Rs.2, 45,000/-. Committee resolved to maintain the digital classes and virtual labs
19. Approved the newly proposed Vision & Mission of the Institute
20. Reviewed the digital Transactions in the institute and fee collection through payment gateway. Resolved to collect the fee through the phone pay also hereafter due to COVID- pandemic
21. Committee resolved to take the Plan of action for the development of our modified and newly launched website [www.diet.edu.in](http://www.diet.edu.in) and e-cap office automation software.
22. In other matters,
  - i) To conduct graduation day celebrations in the month of August 2020
  - ii) Resolved to upgrade the Library to access the digital teaching methodology
  - iii) Resolved to initiate Campus Recruitment Training specifically from II B.Tech onwards which shall be starting from Communication and soft skills up to technical skills

  
PRINCIPAL  
Dadi Institute of  
Engineering & Technology  
ANAKAPALLE - 531 002

**GOVERNING BODY MEETING HELD ON 28<sup>TH</sup> FEBRUARY 2021 at 10.00 A.M**

**Members Present**

S.No	Members of the Governing Body	Board	Signature
1	Sri Dadi Ratnakar	Chairman	
2	Smt Dadi Padmavathi	Secretary and Correspondent	
3	Dr. Ch. Narasimham	Principal	
4	Prof. K. Venkateswara Rao	Principal, Government Polytechnic, Anakapalle, Government Nominee	
5	Dr. P. Sreedevi	Assistant Professor of Commerce and Management, Department of BS and HSS, University Nominee	
6	Sri Dadi Jagan Prabhakar Vice President & Trustee, SET	Vice President & Trustee, SET	
7	Smt. Dadi Bhagya Lakshmi Member & Trustee, SET	Member & Trustee, SET	
8	Smt. Dadi Atchutha Member	Member	
9	Dr. K.S.Eswara Rao Vice Principal & Professor in H& BS	Member	
10	Sri Ch. Srinadh M.D., Sri Gopal Automotive Ltd, VSP	Member	
11	Dr. Ch. Prabhakar Rao Professor in II& DS	Member	
12	Smt. N.Saritha Rani Diploma Co-ordinator & Asst Professor in Dept of ECE	Member	

**DADI INSTITUTE OF ENGINEERING AND TECHNOLOGY, ANAKAPALLE**

**AGENDA OF GOVERNING BODY MEETING HELD ON 18<sup>th</sup> April, 2021**

- Presidential Address

## **DADI INSTITUTE OF ENGINEERING AND TECHNOLOGY, ANAKAPALLE**

### **AGENDA OF GOVERNING BODY MEETING HELD ON 28<sup>th</sup> February, 2021**

- Presidential Address
  - Minutes of the previous meeting and status of the execution of the matters that has been resolved. And informed the programmes conducted in the Institute recently.
1. Discussion on conduction of virtual Labs
  2. Implementation of Staff and Student welfare schemes
  3. Implementation of Transport provision as per COVID -19 Protocol
  4. Status of Research activities
  5. Discussion on Faculty empowerment initiatives
  6. Budget proposals
  7. Courses Including Experiential Learning
  8. Discussion on CBCS/Elective Course System
  9. Discussion on stakeholder feedback reports on Curriculum and action plan
  10. Implementation of extension activities
  11. Discussion on Admission strategies and new courses
  12. Status of NAAC and NBA works
  13. Other matters with the permission of chair.

#### **Minutes of Meeting**

- The Governing Body (G.B) Meeting of DADI INSTITUTE OF ENGINNRING AND TECHNOLOGY held on 18<sup>th</sup> April 2021 at Board Room under the chairman ship of Sri Dadi Ratnakar. Chairman, DIET. He welcomed and thanked all the members for their presence and participation in the discussion of various issues relating to the effective functioning of the institute.
- Minutes of the previous G.B meeting read by principal and he has informed the status of execution of the matters that have been resolved in the earlier meeting held on 27<sup>th</sup> Dec, 2020. They are as follows:
  - Re Constituted various functional Committees Including SC/ST Cell and Institute – Industry Cell for smooth running of the Institute
  - Prepared and implementing the Institutional Academic Calendar according to Academic Calendar issued recently by JNTUK, Kakinada (Odd Semester from 02-11-2020 to 20-03-2021 and even semester from 22-03-21 to 24-07-2021 with 7 weeks per instruction period)

- Submitted ARIIA(AICTE ATAL Ranking of Institutions on Innovation Achievements) on 10<sup>th</sup> Jan 2021
- Purchased the lab equipment in all departments with the budget of Rs. 9 lakhs/- and 2.5 lakhs for library books with the cost of 2.5 lakhs
- Conducted orientation program on pre qualifier study and preparation of NAAC/NBA with immediate affect
- Applied to AICTE to increase intake 60 seats in B.Tech CSE (AI & ML) and reduction in take in B.Tech-EEE by 60 seats
- University Grants Commission has issued a certificate for inclusion under section 12 B of UGC act 1956. DIET is now declared fit to receive Central Assistance in terms of rules framed under section 12 (B) on 3<sup>rd</sup> Feb 2021 and eligible to receive UGC's support only in respect of teachers and students related schemes
- Discussed on the implementation of CBCS/Elective Course systems
- Discussed on the approval of courses including experiential learning
- Discussed on the stakeholder feedback reports and action needed
- As a part of Industry Center of Excellence, DIET is now Official partner of CISCO networking Academy from 8<sup>th</sup> Feb 2021.
  
- DIET is recognized ad Nodal Centre by ISRO for IIRS Outreach Programme. ISRO-IIRS e- Certificates received for all completed courses. Coordinated ISRO course on "Overview of Geo-processing using Python" from 18<sup>th</sup> to 29<sup>th</sup> Jan 2021.
- IQAC Coordinator has been submitted the Data Capture System (DCS) for NIRF ranking on 10<sup>th</sup> Feb 2021
- Conducted Academic Audit of all the Departments from 22<sup>nd</sup> to 27<sup>th</sup> March 2021.
- Management has provided TATA AIG Group Insurance Policy to all the students and staff members with sum Insured Rs. 3 lakhs for students and Rs. 8 lakhs for staff members.
- Procured Labs IC Tester Kit with a budget of Rs. 32, 568/- in the department of EEE
- Constituted "Departmental Advisory Boards (DAB)" in all the Departments
- Conducting Campus Recruitment Training (CRT) classes
- Conducting GATE Coaching classes, Workforce classes and 100 point assessment activities
- COVID-19 Tests are conducted to the students and staff
  
- Conducted online workshop on "Rural Entrepreneurship Development" for II M.B.A students on 7<sup>th</sup> Jan 2021. by Mahatma Gandhi National Council of Rural Education (MGNCRE), Department of Higher Education, Ministry of Education
- IEEE student branch has conducted IEEE HUB programme on 7<sup>th</sup> Jan 2021.
- Conducted Orientation Programme with I Year B.Tech students and their parents on 8<sup>th</sup> Jan 2021.
- As a part of Industry Center of Excellence, DIET is now Official partner of CISCO networking Academy from 8<sup>th</sup> Feb 2021.

- Conducted Swamy Vivekananda Birth day i.e National Youth Day celebrations on 12<sup>th</sup> Jan 2021.
- Management has announced scholarships for DIET alumni who are seeking M.Tech admission in Diet SCE, PID and SSP.
- Completed the fixation of all Computer Labs Name Boards.
- Conducting "Ingenious" a bi monthly technical contest to inculcate research and design ideas in students by R& D Cell.
- Conducted one- week workshop to III CSE students on Android Programming from 18-01-2021 to 23-01-2021 in association with APSSDC.
- Conducted a Research talk on "Research Publication and selection of Journal by Prof. Ratnakaram Venkata Nadh, Prof and Head, Chemistry Dept, Dy. Director, Admissions, Bangaluru Campus on 23<sup>rd</sup> Jan 2021.
- Conducted Nethaji Subhash Chandra Bose Birth Anniversary on 23<sup>rd</sup> Jan 2021.
- Conducted National Voters day on 25<sup>th</sup> Jan 2021
- Conducted Republic day celebration on 26<sup>th</sup> Jan 2021
- As a part of Industry Center of Excellence, two faculty i.e Mrs. T. Sujatha, Asst prof. in CSE and Mrs. P.Amrutha, Asst. Prof, ECE have undergone training on RED HAT certified system Administrator.
- DIET is recognized ad Nodal Centre by ISRO for IIRS Outreach Programme. ISRO-IIRS e- Certificates received for all completed courses. Coordinated ISRO course on "Overview of Geo-processing using Python" from 18<sup>th</sup> to 29<sup>th</sup> Jan 2021.
- Conducted awareness session to II B.Tech and I Diploma girl students on Disha APP
- Conducted CSS Corp Campus drive on 1<sup>st</sup> Feb 2021. 22 students are shortlisted.
- Approved the proposed list of courses including experiential learning
- Conducted Personality Development Session to I B.Tech and I Diploma students by Dr. K.V.S.G Murali Krishna, Prof in CIVIL Engg, JNTUK on 8<sup>th</sup> Feb 2021.
- Our Institute is selected under UNNAT BHARAT ABHIYAN (UBA) as a participating Institute on 15<sup>th</sup> Feb 2021.
- Resolved to Implement Elective course system for all B.Tech. courses
- Resolved to implement the suggestions given in the stakeholder feedback reports by students, teachers, employers & alumni
- Conducted International Women's day celebrations on 8<sup>th</sup> March 2021. Mrs. Lakshmi Mukkavalli, Managing Director of Patra India, Visakhapatnam and Dr. Nalli Ramya ENT surgeon & Author, Visakhapatnam graced the occasion as chief guest and guest of honour.
- Collected online student Feedback of Second, Third, Fourth Year B.Tech Classes and collecting Student Satisfaction Survey (SSS) through online google form.
- Conducted Academic Audit of all the Departments from 22<sup>nd</sup> to 27<sup>th</sup> March 2021.

## RESOLUTIONS

1. Discussed on conduction of virtual labs. Committee suggested to follow the conduction of virtual labs by IITs and NITs
2. Regarding staff and students welfare, Committee resolved to take the Group insurance to all students and their parents and teaching & non teaching staff with the policy sum assurance Rs. 3 Lakhs for students and their parents and Rs. 8 lakhs for staff
3. Committee resolved to use transport facility for students and staff to follow the COVID protocol
4. Approved to purchase the plagiarism tool for utilization by staff and students in order to promote research publications. Management shall contribute 75% of amount to procure the tool. Discussed on Research and Development works regarding norms for Research centre
  - Civil is not eligible for research centre
  - Minimum three doctorates must in each department
  - Research publications must be Scopus/ web science and shall be published in three reputed journals
  - Establish one lab in the collaboration of Industry
  - Two MOUs with Industries for each department

Committee resolved to apply for research centers in the departments of CSE, ECE and MBA.

5. Discussed on Faculty empowerment initiatives. Committee directed to all the faculty members to make the training through NITTR and acquire new subjects in emerging areas by certification courses like NPTEL, Google etc. Committee resolved that Professional bodies must conduct one activity per each month.
6. Committee has proposed to management that allocate some budget to procure required equipment.
  - i) Committee approved to procure one movable projector for general purpose and one fixed projector for conference hall-2. And also 8 HDMI to VGA cables for each department, academic coordinator, R&D.
    - ii) Approved to procure consumables for all Electrical Labs with a budget of Rs. 6,372/- in Department of EEE.
    - iii) Committee approved to procure projector in DSP lab also.
7. On the proposal of NSS Committee to conduct a Special Camp at our adopted villages Akkireddypalem and Maredupudi in the last week of March 2021 i.e from 22<sup>nd</sup> March 2021, Committee approved. NSS Programme Officer revealed that Govt has sanctioned Rs. 50,000/- for participating in Unnat Bharat Abhiyan (UBA) Scheme. On the request of



# DADI INSTITUTE OF ENGINEERING & TECHNOLOGY

(Approved by A.I.C.T.E., New Delhi & Affiliated to JNTUK, Kakinada)

**NAAC Accredited Institute**







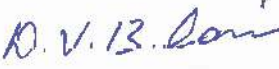


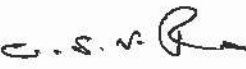

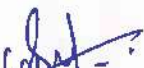
An ISO 9001:2008, ISO 14001:2004 & OHSAS 18001:2007 Certified Institute.

NH-5, Anakapalle, Visakhapatnam- 531002 A.P.

Phone: 08924-221111 / 221122/9963981111, www.diet.edu.in, E-mail: [info@diet.edu.in](mailto:info@diet.edu.in)

General Body meeting held on 10<sup>th</sup> February, 2019 at 10:00 AM

## Members Present

1. **Sri Dadi Ratnakar**  
Chairman 
2. **Smt Dadi Padmavathi**  
Secretary & Correspondent 
3. **Dr.Ch.S.Naga Prasad**  
Principal - DIET- Member Secretary 
4. **Prof. Nirmala Kumar Priya**  
Principal, Government Polytechnic, Anakapalle  
Government Nominee 
5. **Dr. P.Sreedevi**  
Assistant Professor of Commerce and Management  
Department of BS & IISS  
JNTUK Nominee 
6. **Sri Dadi Jagan Prabhakar**  
Vice-President & Trustee, SET 
7. **Smt. Dadi Bhagya Lakshmi**  
Member & Trustee, SET 
8. **Smt. Dadi Atchutha**  
Member 
9. **Dr.K.S.Eswara Rao**  
Vice-Principal & Professor in H&BS 
10. **Sri Ch.Srinadh**  
M.D., Sri Gopal Automotive Ltd.,VSP 
11. **Dr. Ch.Prabhakar Rao**  
Professor in H&BS 
12. **Smt N.Sarita Rani**  
Diploma Co-ordinator & Asst.Prof, Dept of ECE 





# DADI INSTITUTE OF ENGINEERING & TECHNOLOGY

(Approved by A.I.C.T.E., New Delhi & Affiliated to JNTUK, Kakinada)

A NAAC Accredited Institute

An ISO 9001:2008; ISO 14001:2004 & OHSAS 18001:2007 Certified Institution  
NH-5, Annkapalle – 531002, Visakhapatnam, A.P.

Mobile: +91 9963981111, Website: [www.diet.edu.in](http://www.diet.edu.in), E-mail: [info@diet.edu.in](mailto:info@diet.edu.in)

## **AGENDA OF GOVERNING BODY MEETING HELD ON 10<sup>TH</sup> FEB 2019**

- Presidential Address
  - Minutes of the previous meeting and status of the execution of the matters that has been resolved.
1. Proposal for recognition under section 2f, UGC act
  2. Proposal to apply NBA accreditation in the next year and readiness
  3. One week FDP on Outcome Based Education (OBE) in view of NBA to create awareness for all faculty members
  4. Annual day celebrations
  5. Discussion on CBCS/Elective Course System
  6. International Women's day celebrations on 8<sup>th</sup> March 2019
  7. Admissions campaigning and Institutional publicity
  8. Status of CRTM classes for III B.Tech students
  9. Consent for online and offline CET examinations
  10. ECET, PGECET, GATE and POLYCET coaching classes
  11. Establishment of Innovation and Incubation Research work in association with NRDC by MOA
  12. Courses Including Experiential Learning
  13. Proposal to apply ratification of Principal and faculty members
  14. Status of faculty recruitment
  15. Status of even semester academic calendar
  16. Farewell functions
  17. Parent feedback and action taken
  18. Diet Alumni Association (DAA)
  19. Discussion on stakeholder feedback reports on Curriculum and action plan
  20. To improve the Student Activity Centre(SAC) and sanction of contingency to DIET Literary and cultural Club(DLCC)
  21. Proposal to apply for permanent affiliation and Readiness of Fact Finding Committee(FFC) visit by JNTUK for the year 2019-2020
  22. Status of IQAC- Submission of AQAR for the year 2017-2018
  23. E Governance Policy
  24. Discussion on the need of confirming of stakeholders meeting to discuss about draft of new vision and mission statements.
  25. Any other matter with the permission of chair



# DADI INSTITUTE OF ENGINEERING & TECHNOLOGY

(Approved by A.I.C.T.E., New Delhi & Affiliated to JNTUK, Kakinada)

A NAAC Accredited Institute

An ISO 9001:2008; ISO 14001:2004 & OHSAS 18001:2007 Certified Institution  
NH-5, Anakapalle – 531002, Visakhapatnam, A.P.

Mobile: +91 9963981111, Website: [www.diet.edu.in](http://www.diet.edu.in), E-mail: [info@diet.edu.in](mailto:info@diet.edu.in)

---

## Minutes of Meeting

1. The Governing Body (G.B) Meeting of DADI INSTITUTE OF ENGINEERING AND TECHNOLOGY held on 8<sup>th</sup> February 2019 at Board Room under the chairmanship of the secretary and Correspondent, Sri Dadi Ratnakar. He welcomed and thanked all the members for their presence and participation in the discussion of various issues relating to the effective functioning of the institute.
2. Minutes of the previous G.B meeting read by principal and he has informed the status of execution of the matters that have been resolved in the earlier meeting held on 10<sup>th</sup> Aug 2018. They are as follows.
  - Conducted a six day FDP on “Research methodologies” during 16-11-2018 to 21-11-2018
  - Conducted a six day FDP on “ Emerging Trends in Qualitative Research in Engineering and Technology” from 9<sup>th</sup> to 14<sup>th</sup> Nov 2018
  - Conducted Engineer’s day celebrations from 13-09-2018 to 15-09-2018 in association with IET and ASG
  - Purchased new Concrete Testing Machine(CTM) from Lawrence and Mayo Company at the cost of Rs. 1,52,220/- and installed in CIVIL lab
  - Discussed on the implementation of CBCS/Elective Course systems
  - Conducted Independence day celebrations on 15<sup>th</sup> Aug 2018
  - Renewed the J-gate on line journals for the year 2018 at the cost of Rs. 70,800/-
  - Conducted Graduation day celebrations for IV B.Tech. students on 21<sup>st</sup> Aug 2018
  - Conducted the following workshops by respective departments
    1. A 3 day workshop on “NI lab view” for IV B.Tech APITA registered students from 16<sup>th</sup> and 19<sup>th</sup> Sep,2018



# DADI INSTITUTE OF ENGINEERING & TECHNOLOGY

(Approved by A.I.C.T.E., New Delhi & Affiliated to JNTUK, Kakinada)

A NAAC Accredited Institute

An ISO 9001:2008; ISO 14001:2004 & OHSAS 18001:2007 Certified Institution  
NH-5, Anakapalle – 531002, Visakhapatnam, A.P.

Mobile: +91 9963981111, Website: [www.diet.edu.in](http://www.diet.edu.in), E-mail: [info@diet.edu.in](mailto:info@diet.edu.in)

2. A 2 day free workshop on “soft Skills” in association with APITA on 28<sup>th</sup> Aug 2018
- Conducted Blood Donation Camp on International blood donation day i.e. 1<sup>st</sup> Oct 2018
  - Submitted STLCP and STLRP to Principal office for verification by all HODs and verified
  - Conducted IEEE extreme event on 20<sup>th</sup> Oct 2018 successfully with 28 no. of teams @ 83 participants. One of our team secured a score of 131.6 points with and all India rank 164 and worldwide rank of 1092.
  - Renewed the hard copy magazines /journals with a subscription of Rs. 1,49,920/-
  - Purchased trainer kits for A.C and D.C lab at the cost of Rs. 98,200/-
  - Discussed on the stakeholder feedback reports and action needed
  - Conducted Parents meet branch wise from 26<sup>th</sup> Dec, 2018
  - Discussion on E Governance Policy
  - Discussed on the approval of courses including experiential learning
  - Renewed the MOU with NIT Warangal and Electronics & ICT Academy at an amount of Rs. 1,00,000/-

## **Resolutions taken as per the agenda**

1. It is resolved to apply for Recognition under section 2f and 12b, UGC act.
2. It resolved to apply for NBA accreditation for next year. Committee suggested to prepare a plan of action regarding conduction of awareness programmes and subsequently readiness for various criterions according to consultancy
3. It is resolved to conduct a one week FDP on “Outcome Based Education (OBE)” in view of NBA to create awareness for all faculty members.
4. Resolved to conduct International Women’s day celebrations on 8<sup>th</sup> March 2018



# DADI INSTITUTE OF ENGINEERING & TECHNOLOGY

(Approved by A.I.C.T.E., New Delhi & Affiliated to JNTUK, Kakinada)

A NAAC Accredited Institute

An ISO 9001:2008; ISO 14001:2004 & OHSAS 18001:2007 Certified Institution  
NH-5, Anakapalle – 531002, Visakhapatnam, A.P.

Mobile: +91 9963981111, Website: [www.diet.edu.in](http://www.diet.edu.in), E-mail: [info@diet.edu.in](mailto:info@diet.edu.in)

---

5. Resolved to conduct Annual day Celebrations named as VIBRANT DIET -2019 on 15<sup>th</sup> and 16<sup>th</sup> Feb 2019
6. Resolved to Conduct phase wise and area wise campaigning for EAMCET, PLOYCET and ICET during 3<sup>rd</sup> and 4<sup>rd</sup> week of February 2019 and reconstitute the admissions Committee with more members
7. Reviewed CRTM (Specific Training) for IV B.Tech CSE students by COIN Consultancy on Mobile Web Development for 8 weeks from 26<sup>th</sup> Nov 2018.
8. Resolved to Implement Elective course system for all B.Tech. courses
9. Management has permitted to give accommodation with all facilities for conducting the Common Entrance Examinations (CET) online and offline i.e. EAMCET, ICET, ECET, PGECET, POLYCET, IIT-JEE and APPSC
10. Resolved to conduct ECET, POLYCET, PGECET and GATE Coaching classes as usual in this year also
11. It is resolved to obtain MOU with NRDC regarding innovation and incubation research work such that the terms and conditions will have been fully satisfied.
12. Resolved to apply for ratification of Principal and faculty to JNTUK as per the procedure given in notification of JNTUK
13. Resolved to recruit the required faculty as per the workloads of the departments to fulfill the faculty
14. Reviewed the curricular, co-curricular and extra- curricular activities as per the even semester academic calendar and suggested that schedules of some events shall be adjusted without any coincidence to overcome the burden
15. Resolved to conduct farewell functions branch wise by the end of March 2019
16. Approved the proposed list of courses including experiential learning
17. Regarding parents feedback in parent meet, resolved to improve the placement activities
18. Regarding DIET Alumni Association (DAA), committee suggested to maintain the register and regular call to Alumni by Alumni Committee.
19. Resolved to improve the Student activities in SAC by DLCC. And also resolved to purchase Audible sound boxes with speakers and



# DADI INSTITUTE OF ENGINEERING & TECHNOLOGY

(Approved by A.I.C.T.E., New Delhi & Affiliated to JNTUK, Kakinada)

A NAAC Accredited Institute

An ISO 9001:2008; ISO 14001:2004 & OHSAS 18001:2007 Certified Institution  
NH-5, Anakapalle – 531002, Visakhapatnam, A.P.

Mobile: +91 9963981111, Website: [www.diet.edu.in](http://www.diet.edu.in), E-mail: [info@diet.edu.in](mailto:info@diet.edu.in)

- approved to sanction contingent amount of Rs. 2000/- to DLCC for good maintenance and performance
20. Resolved to apply permanent affiliation to JNTUK for the year 2019-2020 and directed to readiness and preparedness for FFC visit.
  21. Reviewed the status of IQAC functions and submission of AQAR. AQAR by IQAC for the year 2017-2018 was submitted to NAAC on 25<sup>th</sup> Dec 2018. AQAR for every academic year has to submit on or before 31<sup>st</sup> December.
  22. Resolved to implement the suggestions given in the stakeholder feedback reports by students, teachers, employers & alumni
  23. E Governance Policy has been approved
  24. It was resolved to confer a meeting with stakeholders to extract inputs to design the new vision and mission statements as per the recommendations of NAAC peer group visit
  25. Governing body members instructed to all the faculty members to apply research projects to DST and any other funding agencies

PRINCIPAL  
Dadi Institute of  
Engineering & Technology  
ANAKAPALLE - 531 002



# DADI INSTITUTE OF ENGINEERING & TECHNOLOGY

(Approved by AICTE, New Delhi & Affiliated to JNTUK, Kakinada)

NAAC Accredited Institute




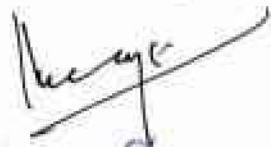



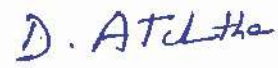





An ISO 9001:2008 ISO 14001:2004 & OHSAS 18001:2007 Certified Institute

NH-5, Anakapalle - 531002, Visakhapatnam, A.P.

Phone: 08924-221111 / 221122/9963981111, www.diet.edu.in, E-mail: [info@diet.edu.in](mailto:info@diet.edu.in)

General Body meeting held on 10<sup>th</sup> August, 2018 at 10:00 AM

## Members Present

1. **Sri Dadi Jagan Prabhakar**  
Chairman 
2. **Sri Dadi Ratnakar**  
Secretary & Correspondent 
3. **Dr.Ch.S.Naga Prasad**  
Principal - DIET, Member Secretary 
4. **Dr.Nirmala Kumar Priya**  
Principal, Government Polytechnic, Anakapalle  
Government Nominee 
5. **Dr. P.Sreedevi**  
Assistant Professor of Commerce and Management  
Department of BS & IIS  
JNTUK Nominee 
6. **Smt. Dadi Padmavathi**  
Member & Chairperson, SET 
7. **Smt. Dadi Bhagya Lakshmi**  
Member & Trustee, SET 
8. **Smt. Dadi Atchutha**  
Member 
9. **Dr.K.S.Eswara Rao**  
Vice -Principal & Professor in H&BS 
10. **Sri Ch.Srinadh**  
M.D., Sri Gopal Automotive Ltd.,VSP 
11. **Dr. K.Rama Rao**  
Dean - Admin 
12. **Dr. Ch.Prabhakar Rao**  
Professor in H&BS 
13. **Sri Ch.Ravi Kumar**  
Diploma Co-ordinator & Asst.Prof, Dept of EEE 



# DADI INSTITUTE OF ENGINEERING & TECHNOLOGY

(Approved by A.I.C.T.E., New Delhi & Affiliated to JNTUK, Kakinada)

A NAAC Accredited Institute

An ISO 9001:2008; ISO 14001:2004 & OHSAS 18001:2007 Certified Institution

NH-5, Anakapalle – 531002, Visakhapatnam, A.P.

Mobile: +91 9963981111, Website: [www.diet.edu.in](http://www.diet.edu.in), E-mail: [info@diet.edu.in](mailto:info@diet.edu.in)

## **AGENDA OF GOVERNING BODY MEETING HELD ON 10<sup>TH</sup> AUGUST 2018**

- Presidential Address
  - Minutes of the previous meeting and status of the execution of the matters that has been resolved.
1. Appointment of Dr. Ch. S. Naga Prasad as Principal of DIET
  2. Review on Faculty Development Programmes
  3. Appointment of HODs and In charge HODs of Departments
  4. Engineer's Day Celebrations
  5. Purchase of New "Concrete Testing Machine (CTM)" in civil lab
  6. Independence Day Celebrations
  7. Workshop on "Soft Skills" to Final B.Tech students
  8. J-gate Journal Subscription for the year 2018
  9. Graduation Day Celebrations
  10. Discussion on CBCS/Elective Course System
  11. Time limit for applying leave in morning and afternoon sessions
  12. Conducting workshops and seminars in the year 2018-019 also
  13. Appointment of TPO and review on placements activities
  14. International Blood Donation day
  15. LLR Driving License mela and Pass port mela
  16. Recruitment of Faculty members
  17. Maintenance of New programmes STLRP and STLCP
  18. Parent -Teacher Meet for B.Tech and Diploma
  19. IEEE extreme event
  20. Budget requirements for equipment in labs and books in library
  21. Campus Recruitment Training by Management (CRTM) for III year B.Tech students
  22. Submission of AFRC
  23. Discussion on drafting new vision and mission statements for the institute
  24. Courses Including Experiential Learning
  25. Group Insurance to Staff and Students sponsored by management
  26. Study on the guidelines prescribed in AICTE approval process handbook for 2019-2020
  27. Discussion on stakeholder feedback reports on Curriculum and action plan
  28. Renew of MOU with NIT, Warangal and Electronics & ICT Academy
  29. Any other matter with the permission of chair



# DADI INSTITUTE OF ENGINEERING & TECHNOLOGY

(Approved by A.I.C.T.E., New Delhi & Affiliated to JNTUK, Kakinada)

A NAAC Accredited Institute

An ISO 9001:2008; ISO 14001:2004 & OHSAS 18001:2007 Certified Institution

NH-5, Anakapalle – 531002, Visakhapatnam, A.P.

Mobile: +91 9963981111, Website: [www.diet.edu.in](http://www.diet.edu.in), E-mail: [info@diet.edu.in](mailto:info@diet.edu.in)

## Minutes of Meeting

1. The Governing Body (G.B) Meeting of DADI INSTITUTE OF ENGINEERING AND TECHNOLOGY held on 10<sup>th</sup> August 2018 at Board Room under the chairmanship of the secretary and Correspondent, Sri Dadi Ratnakar. He welcomed and thanked all the members for their presence and participation in the discussion of various issues relating to the effective functioning of the institute.
2. Minutes of the previous G.B meeting read by principal and he has informed the status of execution of the matters that have been resolved in the earlier meeting held on 7<sup>th</sup> January 2018. They are as follows.
  - The Correspondent informed that the recruitment process for new faculty required is going on as per the requisition by the respective departments. Advertisement is released in Eanadu paper across the state for the recruitment. Dean Admin informed that there is huge response to the advertisement and applications are being received and hence scrutiny is required to shortlist the applicants. Interviews are conducted on 17-03-2018
  - Reviewed and analyzed the results department wise and subject wise. HODs are informed to obtain explanation letters with reasons from the faculty who are having results less than 75% and submit to principal through exam cell and then take up measures to improve the results.
  - Regarding admission strategies, Correspondent informed that appropriate measures have been taken for the admissions for the academic year 2018-2019. All the Admissions Committee members under the convener ship of Dr.Ch. Prabhakar Rao and Co-Convener Mr. A. Krishna Nag have started the admission works and prepared daily report including EAMCET Mock test campaigning and POLYCET coaching advertised with hoardings, banners, brochures and class room counseling to various Jr. Colleges and schools.
  - Organized workshops on "Internet Of Things (IOT)", "Embedded system" from 29<sup>th</sup> Jan 2018 to 3<sup>rd</sup> Feb 2018 by Department of ECE and "Google android Developer Fundamentals" from 15<sup>th</sup> to 21<sup>st</sup> Feb 2018 by department of CSE .
  - Conducted National Science day function on 28-02-2018
  - Conducted International Women's day celebrations on 8-03-2018





# DADI INSTITUTE OF ENGINEERING & TECHNOLOGY

(Approved by A.I.C.T.E., New Delhi & Affiliated to JNTUK, Kakinada)

A NAAC Accredited Institute

An ISO 9001:2008; ISO 14001:2004 & OHSAS 18001:2007 Certified Institution  
NH-5, Anakapalle – 531002, Visakhapatnam, A.P.

Mobile: +91 9963981111, Website: [www.diet.edu.in](http://www.diet.edu.in), E-mail: [info@diet.edu.in](mailto:info@diet.edu.in)

---

- Conducted Farewell Functions course wise as given below.  
Diploma ---20<sup>th</sup>, 21<sup>st</sup> and 22<sup>nd</sup> March 2018  
B.Tech--- 10<sup>th</sup>, 11<sup>th</sup> 12<sup>th</sup> and 14<sup>th</sup> March 2018  
MBA--- 10-04-2018
- On the requisition of IQAC, Management sanctioned Rs. 47,796/- for installation of 2 GB RAM to all computers in Lab-3 and Lab-6 for better performance of the labs.
- For upgradation of labs, purchased 41 no. of LED monitors (18.5") to replace the existing CRT monitors in e-library and other computer labs.
- Discussed on the implementation of CBCS/Elective Course systems
- Management has declared the sponsoring the admission fee Rs.6000/- and tuition fee Rs.15000/- every year to the existing Diploma students in our institute for admission into B.Tech course for this academic year 2018-2019 also. All HODs have circulated this information among the students.
- Conducted passport mela on 24<sup>th</sup> March, 2018. The students and staff with a total no. of 620 members are benefitted and obtained their passports in easiest way through this Mela in our institute.
- Nominated Mr. K, Jogi Naidu, Asst. Professor, and Department of ECE as Convener for M.Tech courses and informed to plan for strategies to improve the admissions.
- Discussed on the approval of courses including experiential learning
- Department of CSE has conducted a certification training programme on "Python Programming" on 24<sup>th</sup> May 2018.
- Conducted introductory classes to I B.Tech and I Diploma students with basic concepts by using PPTs and ICT lessons in a library for 15 days and then start the regular curriculum from July 1<sup>st</sup> 2018.
- Conducted workshop on "Embedded system and SCI lab" by Department of EEE from 16<sup>th</sup> to 21<sup>st</sup> July 2018.
- Discussed on the stakeholder feedback reports and action needed
- Created DIET play store in DIET app by Dept of CSE



# DADI INSTITUTE OF ENGINEERING & TECHNOLOGY

(Approved by A.I.C.T.E., New Delhi & Affiliated to JNTUK, Kakinada)

A NAAC Accredited Institute

An ISO 9001:2008; ISO 14001:2004 & OHSAS 18001:2007 Certified Institution

NH-5, Annakapalle – 531002, Visakhapatnam, A.P.

Mobile: +91 9963981111, Website: [www.diet.edu.in](http://www.diet.edu.in), E-mail: [info@diet.edu.in](mailto:info@diet.edu.in)

## Resolutions taken as per the agenda

1. Correspondent introduced Dr. Ch. S. Naga Prasad, new principal of DIET to all the G.B members.
2. It is resolved to conduct a six day Faculty Development Programme (FDP) on “Research methodologies” scheduled from 16-11-2018 to 21-11-2018.
3. It is resolved the appointment of Mr. K. Vijay Kumar, Associate Professor as HOD and D.R.Ch. Nookesh, Asst professor as in charge HOD of Dept of EEE
4. Resolved to conduct Engineer’s day celebrations from 13-09-2018 to 15-09-2018 in association with IEI and ASG
5. Resolved to purchase new Concrete Testing Machine (CTM) from Lawrence and Mayo company in Civil Lab at the cost of Rs. 1,52,220/-
6. Resolved to conduct Independence Day celebrations on 15<sup>th</sup> August 2018.
7. Resolved to conduct a two day free workshop on “Soft Skills” in association with APITA.
8. It is resolved to renew the J-gate on line Journals for this year 2018 with the cost of Rs. 70, 800/-
9. Resolved to conduct Graduation day celebrations for B.Tech. on 21<sup>st</sup> August 2018
10. Committee resolved to fix the time limit for leave on morning session is from 8.30 am to 1 pm and for afternoon session is from 12.30 pm to 4pm for faculty and is from 1pm to 5 pm for admin and technical staff
11. It is resolved to conduct workshops, seminars in association with professional bodies , NIT Warangal, APSSDC etc
12. Appointed Dr. B. Om Namahsivaya, Professor of MBA as Training and Placement Officer (TPO) and TPO is instructed to conduct maximum no. of placement activities for all final year B.Tech and Diploma eligible students in II Semester
13. Committee instructed to NSS Programme Officer to conduct blood donation camp on International blood donation day i.e. 1<sup>st</sup> Oct,2018
14. Committee instructed to N.S.S Programme Officer to conduct LLR Mela and Passport Mela in this year also.
15. Resolved to recruit the faculty members required in all the departments

# DADI INSTITUTE OF ENGINEERING & TECHNOLOGY

(Approved by A.I.C.T.E., New Delhi & Affiliated to JNTUK, Kakinada)



A NAAC Accredited Institute

An ISO 9001:2008; ISO 14001:2004 & OHSAS 18001:2007 Certified Institution  
NH-5, Anakapalle - 531002, Visakhapatnam, A.P.

Mobile: +91 9963981111, Website: [www.diet.edu.in](http://www.diet.edu.in), E-mail: [info@diet.edu.in](mailto:info@diet.edu.in)

16. Correspondent instructed to Principal to maintain the newly introduced programmes i.e. Semester Theory and Lab Readiness Programme (STLRP) and Semester Theory and Lab Completion Programme (STLCP)
17. Resolved to Conduct Parent-Teacher meet for all the sections of B.Tech and Diploma soon after the declaration of the results of I Sem or in the second week of Dec 2018.
18. It is resolved to conduct IEEE extreme event (24 hrs Global Test) in this year also
19. Resolved to Implement Elective course system for all B.Tech. courses
20. Resolved to purchase equipment required in all the departments and books required in library as per regulations.
21. Resolved to conduct Campus Recruitment Training by Management(CRTM) for III B.Tech students
22. Resolved to submit requisite applications to AFRC for enhancement of B.Tech and MBA tuition fee from this academic year.
23. It was felt that new vision and mission statements to be drafted by confirming a meeting with stakeholders.
24. Approved the proposed list of courses including experiential learning
25. Resolved to provide Group Insurance to staff and students sponsored by management with an insurance coverage of Rs.5 Lakhs for staff and Rs.2 Lakhs for students and their parents.
26. Resolved that all the faculty and admin staff are instructed to study the guidelines prescribed in AICTE approval process hand book for 2019-2020 and prepare accordingly to apply for extension of approval for the year 2019-2020.
27. Resolved to take student feedback on faculty and make the action taken report accordingly basing on their performance.
28. Resolved to renew the MOU with NIT, Warangal and Electronics & ICT Academy with the budget of Rs.1,00,000/-
29. Resolved to implement the suggestions given in the stakeholder feedback reports by students, teachers, employers & alumni
30. Resolved to authorize the head of the Institution i.e. principal to receive the financial assistance from any funding agency like SERB (Science and Engineering Research Board) under DST, AICTE and UGC etc.

  
PRINCIPAL  
Dadi Institute of  
Engineering & Technology  
ANAKAPALLE - 531 002