Minutes of the Meeting held on 28-01-2023 regarding

Stakeholder Feedback Analysis:
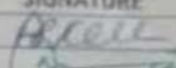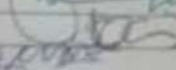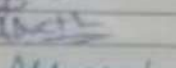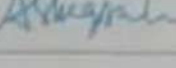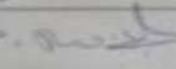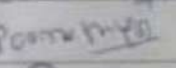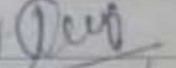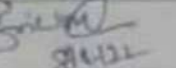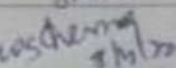
Action Plan:

- Upon receiving the Feedback reports on the Curriculum of various academic regulations by stake holders including students, teachers, employers, alumni, a discussion was held with IQAC convener, HODs and all the Academic Committee Members of the Institute
- It was identified that the frequency of industrial visits need to improve to offer better knowledge in a practical way to the student community
- Faculty are informed to focus more on the research activities and management came forward to provide the necessary infrastructure for the same
- Committee suggested to encourage the students to execute projects in the respective courses to get more practical knowledge.
- Students have requested for more number of workshops in association with professional collaborations like APSSDC, NIT Warangal etc.,
- Students have requested for conduct of CRT sessions and training for competitive exams like GATE, PGECET etc.,
- Faculty members are suggested to work on development of curriculum through introduction of appropriate add-on courses to bridge the industry gaps in syllabus

Action Taken Report:

- APSSDC based workshops have been conducted for all students of B.Tech III year through several technologies like Revit Structures, IoT based workshops, Embedded Systems, Industrial Automation with PLCs etc.,
- Professional body events through IEEE, CSI, ISTE, IETE IEI etc., were made a regular part of the department activity calendar and the same has been complied by regular monitoring
- Add-on courses were planned for all branches including latest technologies like Python Programming, Total Station Survey, Design of power converters, MATLAB for signal processing, Programming using C etc.,
- CRT Sessions were conducted for III B.Tech. in two spells for all branches to compete for the campus placement drives

Academic Committee

S NO	NAME OF THE ACM MEMBER	DESIGNATION	SIGNATURE
1	Sri Dadi Ratnakar	Chairman	
2	Dr Challa Narasimham	Principal	
3	DR K S Eswar Rao	Vice Principal	
4	Dr J Babu	Professor of ECE & Convener IQAC	
5	R.Suneel Kumar	Professor of MBA & TPO	
6	Dr.A.S.L.K.Gopalamma	Assistant Professor of EEE & Academic Coordinator	
7	Mrs.K.Komali	Assistant Professor of CSE & HOD CSE Department	
8	Dr L Prasanna Kumar	Associate Professor of CSE & Skill Development Co-ordinator	
9	Dr K Sujatha	Professor of CSE & R&D Cell Convener	
10	Dr Ch Prabhakar Rao	Professor of Mathematics & HOD H&BS Department	
11	Dr P B Ram Kumar	Professor & HOD MBA Department	
12	Dr P Poorna Priya	Associate Professor & HOD ECE Department	
13	Sri N Ramu	Asst. Professor & HOD Civil Department	
14	Sri Krishna Nag	Associate Professor & Admission Committee & HOD EEE Department	
15	Mr A Kiran Kumar	Assoc professor, Dy. HoD MBA Department & NSS coordinator	
16	Mr P Srinivas	AO, Canteen Committee, Admin Department	
17	Mr D N S Kumar	Librarian, KIM Committee, Admin Department	
18	Mr A S N Varma	Asst Prof of ECE & Exam cell in-charge	

PRINCIPAL
Dadi Institute of
Engineering & Technology
ANAKAPALLE 531 102

Diet

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, Web: www.diet.edu.in

GOVERNING BODY MEETING HELD ON 10TH OCT 2022 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	D Padmavathi
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	B.V. Blaks
8	Smt. Dadi Atchutha Member	Member	D. Atchutha
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	v.s.v.h
11	Dr. Ch. Prbahakar Rao Professor in H& BS	Member	R. Rwish
12	Smt. N.Saritha Rani Diploma Co-ordinator & Asst Professor in Dept of ECE	Member	

DADI INSTITUTE OF ENGINEERING &TECHNOLOGY

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

NAAC Accredited with "A" Grade and Inclusion u/s 2(f) & 12(B) of UGC Act

An ISO 9001:2015, ISO 14001:2015 & ISO 45001:2018 Certified Institute.

NH-16, Anakapalle – 531002, Visakhapatnam, A.P.

Mobile: +91 9963981111, Website: www.diet.edu.in, E-mail: info@diet.edu.in

AGENDA OF GOVERNING BODY MEETING HELD ON 10th Oct, 2022 at 9.30 A.M

Venue: Board Room

- Presidential Address

AGENDA:

1. Discussion on Department Advisory Board (DAB) Meeting minutes specify with choosing elective subjects and Compliances

2. Approvals of R&D incentives

3. Status of Feedback mechanism from all the stalk holders

4. Implementation of Add on course and Microsoft certification Courses

5. Discussion on Budget allocation for approvals
   - Library budget for the NKN – NMEICT Server connection Network accessories. NKN (NMEICT) connectivity can be processed through BBNL internet connectivity. The average tariff is about Rs. 70,000/-per annum.
   - Newly equipped IOT lab in Dept of EEE with the cost of Rs. 30,326/-
   - To renew the DELNET membership with the amount of Rs. 13,700/-
   - Laboratory equipments
   - Computer Society of India Membership renewal for three years with a budget of 29,500/-
6. Status of Research Centre for CSE and ECE

7. Establishment of Media centre for development of E-content in Digital Library.

8. Conduction of Student Induction Program (SIP) and personality Development Programmmes for I B.Tech students

9. Discussion on Swatchatha Programme in the campus as per the Ministry of Education, GOI and AICTE instructions on Special Campaign 2.0 for cleanliness and disposal of pending matters in all the departments.

10. Proposal to conduct VIBRANT DIET 2022 on 12th and 13th Dec 2022.

11. Discussion on NAAC accreditation Process.

12. Discussion on submission of ARIIA and ICC data.

13. Purchase of Library books as per R-20 regulations

14. Student Training Programmes i.e Campus Recruitment Programme, Career Guidance Programme, Specific Course Training Programmes

15. Discussion on sanctioned posts basing on vacancy position for the AY 2022-23.

16. New account opening in SBI, Anakapalle for NSS Unit amount transactions purpose

17. Other matters with the permission of chair.

RESOLUTIONS:

1. Discussed on Department Advisory Board (DAB) Meeting Minutes and Compliances. Committee resolved to implement the suggestions given by the senior professors regarding journal publications and apply funding for AICTE, UGC and other agencies. And also discussed on implementation of "**Elective subjects"** and feedback . Committee resolved to continue the elective subjects in successive semesters.

2. Approved the **Incentives for R&D activities** to the faculty members.

3. Institute IQAC is implementing the feedback mechanism from all the stake holders regarding curriculum and facilities available in the institute and also takes the student feedback on teachers and implements the Action Taken Report (ATR).

4. Committee approved the A*dd on courses and Certification courses* like NPTEL, Microsoft and course era etc., introduced in all the departments to improve the specific knowledge in the courses.

5. Governing Body approved for the allocation of budget to Library, Laboratories and physical facilities required in the campus for the even semester of the academic year 2022-23

6. Committee approved the facilities required for the Research Centre for CSE and ECE

7. Approved to space be provided for Establishment of **Media centre** for development of E-content in Digital Library.

8. Committee directed to Conduction of **Student Induction Program** (SIP) and personality Development Programmes for I B.Tech students

9. Discussed on Swatchatha Programme in the campus as per the Ministry of Education, GOI and AICTE instructions on Special Campaign 2.0 for cleanliness

and disposal of pending matters in all the departments. Committee resolved to implement the Swatchatha Programme on every III Saturday in the campus by NSS volunteers and DVC and maintenance of the programme in all the admn/ faculty/labs rooms by the staff on every II Saturday.

10. Resolved to conduct Annual day celebrations i.e **"VIBRANT DIET,22"** ON 12th and 13th Dec, 2022 and Planned to felicitate the parents of the students who got placement and also planned to conduct Alumni Meet on 13th Dec 2022.

11. Discussed on **NAAC accreditation Process**. The Self Study Report (SSR) has been submitted to NAAC on 3-8-2022. The data of Student Satisfaction Survey (SSS) has been submitted online to NAAC on 4-9-2022. Data Verification and Validation (DVV) process is initiated on 28-8-2022. Some clarifications from DVV have been received and send the compliances. All the files relating to Criteria and Institutional files are procured and kept at Principal Office. Committee proposed to conduct external audit for NAAC assessment on 16th Oct 2022 before Peer Committee visit.

12. Discussed on submission of **ARIIA and ICC data**. Committee suggested R&D Cell to submit NISP first and then collect the ICC data and apply for ARIIA.

13. Reviewed on Purchase of Library books as per R-20 regulations and instructed to call the quotations for required books

14. Governing Body suggested to conduct the Student Training Programmes i.e **Campus Recruitment Programme**, Career Guidance Programme, Specific Course Training Programmes

15. Approved the **166 sanctioned teaching posts** basing on vacancy position for the AY 2022-23.

16. Governing Body approved to open the current account in SBI Branch, Anakapalle as per the direction of affiliating University for NSS Unit amount transactions

17. Governing Body instructed to all the faculty that
    i) Motivate and counseling the students on regular attendance and improve their performance in examinations.
    ii) to Involve in research activities i.e Paper publications in reputed journals, Conference Proceedings etc.