DADI INSTITUTE OF ENGINEERING &TECHNOLOGY

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

NAAC Accredited Institute and Inclusion under Section 2(f) of UGC Act

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

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

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

DADI INSTITUTE OF ENGINEERING AND TECHNOLOGY

Minutes of Academic Committee Meeting held on 10th July 2021

1. Principal read out the resolutions and discussed about the compliances of minutes of the previous Academic Committee Meeting. And also revealed the developments, achievements, events conducted and reforms that took place in the institute from 8th June 2021 to 9th July 2021.

2. Discussed on syllabus coverage. In all departments, 100% syllabus is covered and conducting remedial classes for IV B.Tech Students. Whereas for III and II years, 90% of syllabus is covered in on average. It will be completed in next week. Virtual labs are also conducting.

3. Regarding I B.Tech, the syllabus covered is 50% and students attendance is 80% in online classes

4. Discussed on recently released results for previous semester by JNTUK and analyzed the results. The analysis is
   a) IV year- 76.7%
   b) III year 66.31%
   c) II Year- 35.31%
   Committee informed the faculty to motivate the students and conducting remedial classes particularly for II B.Tech to improvise the results

5. Committee resolved to conduct the Mid examinations notified by JNTUK commencing from 12th July 2021 onwards (9am to 11 am and 1pm to 3pm) by maintaining the COVID Standard Operational Procedures and take aware the staff and students on COVID precautions. Also conduct the Project Viva Voce exam in online mode by university guidelines.

6. Reviewed on the progression of strategic initiatives on admissions for the upcoming academic year 2021-22. Started data collection for E-CET and EAMCET. Committee directed all the faculty to motivate our Diploma Final year students to attend the E-CET examination by giving extra coaching. Admission Committee is going to start admission work for the A.Y 2021-22 from 12th July 21.

7. Discussed on the approvals for
   a. SAC, Conference and Medical room painting work cost is Rs.99,148/-
   b. Furniture in Board room and seminar hall cost is Rs. 4,33,933/-
   c. Seminar hall Ac outdoor unit cost is 18,000/-
   Academic Committee approved the above three items.

8. Discussed on increase the items price of meals Rs. 5-/ and Tiffin items Rs.2/- at canteen. Committee approved the increase in rates except Idly rate.
9. Reviewed on AQAR 2019-2020 submission to NAAC. Academic Committee is the statutory body to study the AQAR by IQAC and thereby modified some of the criterion's data
10. Discussed about the AQAR 2020-21 preparation and take the action plan for submission of feedback mechanism/student satisfaction survey, academic and administrative audits.
11. Discussed and approved the IQAC initiatives of fixation of attainment levels as per NAAC quality mandate for the A.Y 2020-21 and 2021-22.
12. Academic Committee approved the IQAC proposed Academic and Administrative Audit formats.
13. Discussed on procurement of the New Motherboard in E Library Server System in the place of Old Mother Board and Network Router Adopter for the cost of Rs.5,501/- Committee approved
14. Discussed on procurement of the Text and Reference books for R19 B.Tech II-II, CSE, EEE, and ECE, CIVIL, R 19 MBA & M.Tech CSE, EEE I,II semester and R 20 1.2 books. Committee approved the item
15. Discussed on Weeding out the library books for the New books arrangement in the racks. Committee approved the weeding out the books and distribute the relevant books to Department wise and toDVN degree college.
16. Discussed on arrangement of Health awareness program for all girl students in 3rd week of July 2021. Committee directed to Internal Compliant Committee to conduct the programme by local doctors.
17. Discussed on the approval of Members for Alumni Executive body and Registration of Alumni execution body with an amount of Rs2500/- (10 members *Rs 250). Committee resolved that take 15 to 20 members working in different fields
18. Discussed on assessment test for the students of 3rd year CRT Attended. Training and Placement Officer revealed that the II phase CRT classes will be conducted from 5th July to 7th Aug 2021 in online. Every day assessment test shall be conducted from 6 to 7 'o clock. Finally grand test shall be conducted in topic wise.
19. Reviewed on R&D activities
    a. Final B.Tech Project External Review Preparation from 12th July, 21 onwards
    b. Yukti2.0 Innovation Funding Proposals. Faculty should take initiative in giving innovative ideas
    c. NPTEL Certifications are in open access
    d. MOE Innovation Ambassador Training Program. Five members registered in IIT Madras

e. Patent/Design Submission for NRDC. Faculty may be applied

f. Computer Society of India Faculty Memberships: Now Five members are registered as Life membership in CSI

20. Academic Committee resolved to arrange transport facility as per our requirement from 12th July 2021 as well as in examinations period.

21. Regarding Polytechnic academic activities

   a. Till the date the syllabus covered in III Diploma is 100%, II diploma- 45% and I Diploma – 80% of all departments.

   b. Conducting E-CET classes in online

   c. For POLYCET entrance exam and Campaign, Collecting data from nearby schools

22. ==Discussed about faculty and administrative staff participation in Professional Development Programme,FDP and Administrative Training Programme.75% of faculty and admin staff have to attend such type of programs.==

23. In other issues with the permission of Chair,

   1. Committee resolved to upload and submit the AQAR 2019-20 within 3 or 4 days after final review.

Principal

DADI INSTITUTE OF ENGINEERING AND TECHNOLOGY

MINUTES OF ACADEMIC COMMITTEE MEETING HELD ON 2ND July 2019

Principal read the resolutions of the previous academic committee meeting and discussed the compliance report and informed the following works which have done in the institute.

1. Conducted a six day Faculty Development Programme on "**Outcome Based Education**" from 27th May 2019 to 1st June 2019 successfully in association with NIT, Warangal.

2. In the 1st and 2nd Phase counseling of POLYCET, 169 students were admitted out of 197 allotments.

3. Training and Placement Cell is now converted into Department of Training and Placement. Mr Y. Phani Kumar is appointed as Head of the Department.

4. Fact Finding Committee (FFC) has visited to inspect our institute for granting the permanent affiliation on 17-06-2019 successfully

5. Conducted 5th International Yoga Day on 21st June 2019

6. Conducted World's Music day celebrations on 21st June 2019 by Department of MBA

7. As a practice, Campus Recruitment Training Classes are continued for IV B.Tech students in I semester during this academic year 2019-20 also (from 20th June to 3rd Aug 2019). Memorandum of Agreement (MOA) has been established with COIGN CONSULTANTS PVT LTD and TRAINING AND PLACEMENT HUB by allocating three branches CIVlL, ECE and EEE to T&P Hub and CSE branch two sections to COIGN Consultants.

RESOLUTIONS:

1. Principal on the proposal of PRC places before the academic committee for consideration and approval of conduct a two day workshop on **"e-yantra"** on 12th and 13th July 2019 in association with IIT Mumbai. It has been approved.

2. Reviewed on FFC visit for permanent affiliation. As per the suggestions by the FFC members regarding further improvement of the institute, Committee has instructed all the staff members to fulfill the requirements department wise towards latest and upgrade approach.
3. Reviewed on NBA process. Dr. B.T. Ramakrishna Rao, Institute NBA Coordinator revealed the report given by Prof. Mahadevan, Adviser and emphasize the criterion wise preparation and documentation of 74 files for each department. All the HODs and criterion coordinators are instructed to implement the works as soon.
4. Resolved that all the staff members should concentrate on improvement of admissions for the academic year 2019-20.
5. Principal on the proposal of Department of CIVIL places before the academic committee for consideration and approval to conduct student club activities weekly once for 2nd and 3rd year B.Tech students to improve the basic skills in civil constructions by allocation of 3 hrs in the afternoon session per week. Head of the Department of CIVIL is instructed to prepare the revised Time Table including club activities. After verification, it will be approved.
6. Resolved to conduct Graduation Day Celebrations for 2015-19 batch on 3rd Aug, 2019 and approved its budget of Rs. 87,000/-
7. Resolved to appoint Mr. A. Satyanarayana Varma as Officer in Charge for Examination section from 1st July 2019.
8. Reviewed the Training and Placement activities.
   i) CRT classes are going on as per the schedule. Reassessment test is being conducted for some students. The classes will be concluded by 3rd Aug 2019.
   ii) Regarding registrations in TCS, INFYTQ etc, Committee suggested that Placement coordinators along with TPO should motivate the students for more number of registrations.
9. Principal on the proposal of Staff club places before the academic committee for consideration and approval of conduct staff get together on the occasion of Independence day with the budget of Rs. 86,800/-. Staff club Committee is instructed to change the agenda for staff get together activities on 15th Aug, 2019 in order to overcome the routine process.
10. Principal on the proposal of Department of CSE places before the academic committee for consideration and approval to procure the lab equipment and department requirements with the budget of Rs.6,67,700/- The item has been approved.
11. Principal on the proposal of ECE places before the academic committee for consideration and approval to procure the lab equipment

and department requirements with the budget of Rs. 6,83,900/-. It has been approved.

12. Principal on the proposal of EEE places before the academic committee for consideration and approval to procure the lab equipment and department requirements with the budget of Rs. 5,66,050/-. It has been approved.

13. Principal on the proposal of CIVIL places before the academic committee for consideration and approval to procure the lab equipment and department requirements with the budget of Rs. 1,91,980/-. It has been approved.

14. Principal on the proposal of H& BS places before the academic committee for consideration and approval to procure department requirements with the budget of Rs. 30,800/-. It has been approved.

15. Principal on the proposal of MBA places before the academic committee for consideration and approval to procure department requirements with the budget of Rs. 1,10,000/-. It has been approved.

16. ==Discussed about faculty and administrative staff participation in Professional Development Programme,FDP and Administrative Training Programme.75% of faculty and admin staff have to attend such type of programs.==

17. Reviewed on Library Audit. Librarian Mr.U. Mahesh revealed that it will be completed within three days.

18. In other matters,

I) Discussed on the budget proposals of Department of Training and Placement, Library and Admn section during the financial year 2019-20

i) On the basis of budget proposal of Department of Training and Placement, Committee approved the budget of Rs. 1,33,500/-

ii) On the basis of budget proposal of Library , Committee approved the budget of Rs. 20,95,000/-

iii) On the basis of budget proposal of Admin Department including salaries, Committee approved the budget of Rs. 7, 75,82,066/-.

II) The registered students and Faculty in professional bodies are only considered as members in Entrepreneurship Development Cell (EDC). They can only allow in to EDC Room. Management has sponsored 40% fee towards registration for professional bodies to faculty

III) Committee appointed Mr. J. Dileep Kumar as Head of Section (HOS) for department of EEE in Diploma in place of Mrs. D. Poojitha with immediate effect.

PRINCIPAL

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MINUTES OF ACADEMIC COMMITTEE MEETING HELD ON 9TH JULY, 2018

1. Discussed on six day workshop entitled "*Revit Architecture*" proposed by Dept of civil in association with APSSDC in the first week of August 2018 and got approved.

2. Discussed on "*Hardware projects*" to the students of ECE branch and suggested to Dept of ECE to contact SEIMENS centre at A.U engineering College for that projects. If it is not worked out, it is proposed to conduct the projects by department itself

3. Approved six day workshop on "*Embedded Systems and SCI LAB*" proposed by Dept of EEE scheduled from 16th to 21st July 2018. It is also resolved to provide the required computers by Dept of CSE and suggested to arrange eminent resource persons for that workshop.

4. Academic Committee has approved to appoint Mrs. A.Lakshmi Durga, Asst. Prof of EEE Dept as In- Charge HOD.

5. Discussed on registration of students in NPTEL and APITA and resolved that HODs and Staff should be motivate the students to enroll in those programmes .

6. Discussed on arrangement of industrial tour to AP Trans Co and Steel Plant for B.Tech EEE branch students in this semester preferably on 18th of July 2018 and got approved.

7. Discussed on two week FDP on '*Recent trends on Computer Science*" under DST project by Dept of CSE scheduled tentatively from 29-10-2018 to 10-11-2018 and got approved.

8. Approved to conduct Oracle certification programme for final year CSE branch students.

9. Academic Committee agreed for the proposal of Dept of CSE to conduct Skill Development programme on "*Big Data*" under CM's Skill Excellent Centre during September 2018.

10. The proposal of under taking innovative projects by the students is discussed at length by the academic committee and it has advised all the departments follow a uniform policy of under taking projects of innovative nature.

11. Academic Committee has agreed for conduction of guest lecture under CSI by the end of July 2018.

12. It is resolved to withdraw the western dress code on Saturday for B.Tech and Friday for Diploma students.

13. In respect of conduct of FDP on research presentations and publications of Journal papers and it is resolved to conduct it during semester break only.

14. Discussed on the submission of the good research project proposals accepted by PRC to get the funding from any of the agencies. It is resolved unanimously and accepted to conduct these types of projects as inter disciplinary.

15. Discussed on M.Tech projects and resolved that the projects should be research based and must be acceptable for presentation and publication in IEEE, Springer conferences and Scopus Indexed Journals.

16. It is resolved that the B.Tech and M.Tech Projects should be real time and innovative and must be capable of publication in renowned journals. The Committee asked the PRC Coordinator to submit the titles and abstracts of the projects on or before 18th July, 2108.

17. On the point of "**DIET Playstore**", Committee has approved for the creation of DIET Play store in the DIET APP itself.

18. It is approved to provide 4 chairs and one carpet for DLCC activity room in the third floor and the Dean- Admn was asked to arrange them.

19. On the issue of late comers, it is resolved that every staff member has to see that all the students should be in the respective class rooms by 9 a.m and even after lunch break; with the support of Anti-ragging and Discipline Committee.

20. Discussed on cancellation of break time in the morning session and HODs are asked to check with the practices of neighboring colleges and submit their observations.

21. Discussed about faculty and administrative staff participation in Professional Development Programme,FDP and Administrative Training Programme.75% of faculty and admin staff have to attend such type of programs.

22. Approved to renew the J-Gate on line journals based on usage of journals in library.

23. In view of placement in M/S Navayuga Co., the Committee has suggested to HOD, Dept of CIVIL to expedite this matter.

24. Approved to conduct NSS special camp at Akkireddipalem Village in the last week of July 2018.

25. Cafeteria Committee is reconstituted and suggested the convener of that committee for the circulation to the staff.

26. It is resolved unanimously for the maintenance of dress code as mandatory to all staff.

27. It is resolved that "Games and Sports committee" has a part of DLCC. The Physical Director will act as convener of that committee along with DLCC members.

28. It is approved to provide pedestal fans in Civil Labs and also e-class room for Dept of EEE.

PRINCIPAL