

DADI INSTITUTE OF ENGINEERING AND TECHNOLOGY

Minutes of the Principal Meeting with HODs at Principal Chamber held on 5th Nov 2020

Agenda Points:

1. Online/offline classes for B.Tech and MBA
2. Confirmation of Time Tables as per curriculum issued by JNTUK
3. Preparation of Department Academic Calendar and Institutional Academic Calendar for odd semester for the A.Y 2020-21
4. Implementation of 100 Point Assessment according to AICTE guide lines
5. Project works for Final Year B.Tech students

Members attended:

1. Dr. Ch. Narasimham, Principal
2. Dr. L. prasanna Kumar, HOD-CSE
3. Dr. M. Sridhar, HOD, EEE
4. Sri K. Jogi Naidu, HOD ECE
5. Sri. N.Ramu, HOD-CIVIL
6. Dr. Ch. Prabhakara Rao, HOD –H&BS
7. Dr. P.B. Ram Kumar, HOD-MBA

Resolutions:

1. Conducting online/ offline class work to avoid COVID -19 for B.Tech and MBA
2. As per Academic Calendar circulated by JNTUK, allocate the courses to the faculty and confirmed the time tables.
3. Prepared the tentative Institutional Academic Calendar for odd semester of A.Y 2020-21
4. Discussed on 100 point Assessment in teaching- learning process and resolved to implement the methods in all the departments.
5. Project works shall be scheduled to commence from odd semester for IV B.Tech students.



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Minutes of the Principal Meeting with Functional Committees at Principal Chamber held on 22nd Dec 2020

Agenda Points:

- 1, To Discuss on Disciplinary activities
2. To conduct sports & Cultural and Literary activities
3. To Discuss on NSS activities
4. To conduct women empowerment programmes by Internal Compliant Committee
5. Requirement of Library Books for new regulations
6. Discussion on inputs in our website

Members attended:

1. Convener, Ant ragging and Disciplinary Committee-
2. Convener, Sports Committee
3. Convener, DLCC,
4. Programme Officer, NSS-
5. Convener, DICC
6. Convener, Library Committee
7. Convener, KIM Committee

Resolutions:

1. Prepared the plan of action for disciplinary activities viz., wearing Uniform and ID Cards strictly, Regular observation by committee members in various places in the campus
2. Prepared the chart for conducting the sports and cultural activities in this semester without disturbing the class work.
3. Discussed on plan of action for the extension activities including commemorate programmes in this semester
4. Plan for conducting awareness programme on Disha Act to girl students in the campus
5. Informed the requirements of books from various departments and be prepare the indent to procure the books.
6. Discussed on various parameters to upload in our website.



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Minutes of the Principal Meeting with IQAC criteria coordinators at Principal Chamber held on 5th Jan 2021

Agenda Points:

- Discussion on AQAR 2019-20
- IQAC Previous month Report

Members present:

1. Dr. Ch. Narasimham, Principal
2. Dr. J. Babu, Professor, ECE
3. Mrs. J. Sowmya, Asst Professor, MBA,
4. Dr. Uma Kameswari, Asst. Prof in H&BS
5. Mrs. K. sunitha, Asst. Prof in H& BS
6. Mr. KSNV Someswara Rao, Asst. Prof in ECE
7. Mr. T. Ramesh Babu, Asst. Prof, EEE
8. Mrs Kousar Jahan, Asst. Prof , CSE

Resolutions:

1. Discussed on pending works in preparation of AQAR 2019-20. Prepare the plan of action for schedules to collect the proof and evidences in soft copies for various key indicators from department IQAC coordinators.
2. Discussed on previous month activities relevant to IQAC inputs



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Minutes of the Principal Meeting with HODs and other committees at Principal Chamber held on 5th Feb 2021

Agenda Points:

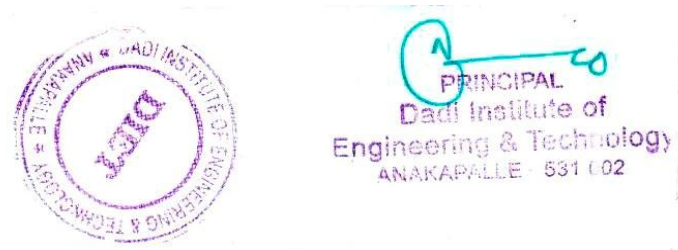
1. MOUs with other organizations
2. Conduction of workshops in association with APSSDC
3. Plan of ISRO Outreach Programme.
4. Discussion on student feedback
5. Conduction of Pragya-2021 Annual Technical Fest.
6. Revision classes.

Members Present:

1. Dr. Ch. Narasimham, Principal
2. Dr. L. prasanna Kumar, HOD CSE
3. Dr. M. Sridhar, HOD, EEE
4. Sri K. Jogi Naidu, HOD ECE
5. Sri. N.Ramu, HOD-CIVIL
6. Dr. Ch. Prabhakara Rao, HOD –H&BS
7. Dr. P.B. Ram Kumar, HOD-MBA
8. Dr. K. Sujatha, R&D Coordinator
9. Dr. L.Ramesh, TPO

Resolutions:

1. Planned for MOUs with skill based organizations v.z., EDU skills , CICSO etc.
2. Planned to conduct a workshop one for each department in a semester
3. Planned for ISRO Outreach programme in the campus.
4. Resolved to collect the student feedback on the faculty in all the departments.
5. Conduct of Pragya-2021 Annual Technical Fest on 16th Feb 2021.
6. Resolved that revision classes must be conduct once a time before I and II Mid examinations for slow learners.



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Minutes of the Principal Meeting with HODs at Principal Chamber held on 6th March 2021

Agenda Points:

1. Submission of Students attendance
2. Submission of Academic Audit reports.
3. Submission of Student feedback reports and ATR.
4. Submission of student Satisfaction Survey (SSS for 2019-20
5. Plan of action for offering add on courses/ certificate courses

Members attended:

1. Dr. Ch. Narasimham, Principal
2. Dr. J. Babu, Professor, ECE
2. Dr. L.Prasanna Kumar, HOD-CSE
3. Dr. M. Sridhar, HOD, EEE
4. Sri. K.Jogi Naidu, HOD ECE
5. Sri. N.Ramu, HOD-CIVIL
6. Dr. Ch. Prabhakara Rao, HOD –H&BS
7. Dr. P.B. Ram Kumar, HOD-MBA

Resolutions:

1. Submitted the student's attendance registers for odd semester 2020-21.
2. Submitted the Academic Audit Reports by IQAC conducted in all the departments
3. Submitted student feedback on teacher by IQAC for finalization of action Taken. ATR is prepared.
4. Preparation of SSS is under process as per the NAAC Guidelines
5. Resolved to offer add on courses/ Certificate courses in even semester with maximum schedule of 2 or 3 weeks (36 hrs) in each department



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Minutes of the Principal Meeting with HODs at Principal Chamber held on 5th April, 2021

Agenda Points:

1. Review on IQAC monthly reports
2. Discussion on Research and Development works regarding norms for Research centre
3. Paper publications.
4. Activities in association with Professional bodies.
5. Preparation of Department Academic Calendar for Even semester including extracurricular activities.

Members Present:

1. Dr. Ch. Narasimham, Principal
2. Dr. J. Babu, Professor, ECE, IQAC Convener
2. Dr. L. Prasanna Kumar, HOD-CSE
3. Dr. M.Sridhar, HOD, EEE
4. Sri K. Jogi Naidu, HOD ECE
5. Sri. N.Ramu, HOD-CIVIL
6. Dr. Ch. Prabhakara Rao, HOD –H&BS
7. Dr. P.B. Ram Kumar, HOD-MBA

Resolutions:

1. Reviewed the IQAC February and March monthly reports
2. 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
3. Committee resolved that every faculty member should publish one paper on or before 31st Mar 2021.
4. Committee resolved that Professional bodies must conduct one activity per each month.
5. Discussed on Departmental Academic Calendar



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Minutes of the Principal Meeting with HODs at Principal Chamber held on 4th May 2021

Agenda Points:

1. Student Induction Programme for I year B.Tech admitted students.
2. Orientation Programme/ Personality Development Programme to I Year Admitted students.
3. “Ingenious Apr-2021” by collecting innovative ideas from all the students for smart farming
4. 100 point Assessment marks.
5. Review on AQAR 2020-21.

Members attended:

1. Dr. Ch. Narasimham, Principal
2. Dr. J. Babu, Professor, ECE
3. Dr. L.Prasanna Kumar, HOD-CSE
4. Dr. M. Sridhar, HOD, EEE
5. Sri. K.Jogi Naidu, HOD ECE
6. Sri. N.Ramu, HOD-CIVIL
7. Dr. Ch. Prabhakara Rao, HOD –H&BS
8. Dr. P.B. Ram Kumar, HOD-MBA

Resolutions:

1. Planned to conduct Student Induction Programme as per the guidelines of the AICTE for I Year Admitted students 2020-21.
2. Planned to conduct personality Development Programme to I year Admitted Students 2020-21.
3. On the proposal of R&D cell “Ingenious Apr-2021” by collecting innovative ideas from all the students for smart farming. Resolved that circulate the information through Google form for submission of ideas.
4. Submitted the 100 point Assessment marks of III and IV year B.Tech Students to Exam Cell.
5. Reviewed AQAR 2020-21



DADI INSTITUTE OF ENGINEERING AND TECHNOLOGY

Minutes of the Principal Meeting with IQAC at Principal Chamber held on 15th July 2021

Agenda Points:

1. Review on AQAR 2019-20.
2. Discussed and approved the IQAC initiatives of fixation of attainment levels as per NAAC quality mandate for the A.Y 2020-21
3. IQAC proposed Academic and Administrative Audit formats.
4. Feedback Mechanism
5. Review on AQAR 2020-21

Members attended:

1. Dr. Ch. Narasimham, Principal
2. Dr. J. Babu, Professor, ECE
3. J. Sowya, Asst. Prof in MBA
4. K.S.N.V Someswara Rao, Asst. Prof In ECE
5. T. Ramesh Babu, Asst. Prof In EEE
6. K. Sunita, Asst. Prof In H& BS
7. Kousar Jahan, Asst. Prof in CSE

Resolutions:

1. Reviewed on AQAR 2019-20. Planned to submit the AQAR 2019-20 within few days after final review.
2. Discussed and approved the IQAC initiatives of fixation of attainment levels as per NAAC quality mandate for the A.Y 2020-21.
3. .Approved the IQAC proposed Academic and Administrative Audit new formats.
4. Prepared the questionnaire for the feedback on curriculum for the academic year 2020-21.
5. Reviewed the new format of AQAR 2020-21 with different data templates.



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Minutes of the Principal Meeting with at Principal Chamber held on 10th Aug 2021

Agenda Points:

1. Certification Courses.
2. Global Certification by faculty trainers.
3. R& D Initiatives and Project works
4. Online CRT classes

Members attended:

1. Dr. Ch. Narasimham, Principal
2. Dr. K. Sujatha , Professor, CSE
3. Dr. L. Ramesh , Prof In MBA.
4. Dr. L. Prasanna Kumar, HOD, CSE

Resolutions:

1. Approved to start Certification course on Continue paloalto Cyber Security for 3rd B.Tech CSE students by Department of CSE after 25th Aug 2021.
2. Planned for acquiring global certification by faculty trainers who deputed Eduskills in various skill oriented certification programs.
3. Reviewed on R&D activities
 - a. Final B.Tech Project External Review Preparation
 - 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
4. 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.



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