

DADI INSTITUTE OF ENGINEERING AND TECHNOLOGY

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

Agenda Points:

1. Commencement of class work and allotment of class rooms 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 2021-22
4. Implementation of student centric methods and 100 point Assessment
5. Experiential Learning with Project works for Final Year B.Tech students
6. Plan of action for offering **add on courses/ certificate courses**

Members attended:

1. Dr. Ch. Narasimham, Principal
2. Dr. L. prasanna Kumar, HOD-CSE
3. Sri A.Krishna Nag, HOD, EEE
4. Smt. Poorna Priya, 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. Verified workloads of the all departments and distributed class works and allotted class rooms 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 2021-22
4. Discussed on initiation of student centric methods in teaching- learning process and resolved to implement “**AICTE 100 point Assessment**” in all the departments.
5. Experiential Learning with Project works shall be scheduled to commence from odd semester for IV B.Tech studnts.
6. Resolved to offer add on courses/ Certificate courses in even semester with maximum schedule of 2 or 3 weeks (36 hrs) in each department



PRINCIPAL
Dadi Institute of
Engineering & Technology
ANAKAPALLE - 531 002

DADI INSTITUTE OF ENGINEERING AND TECHNOLOGY

Minutes of the Principal Meeting with Functional Committees at Principal Chamber held on 25th Oct 2021

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. Planned 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.



DADI INSTITUTE OF ENGINEERING AND TECHNOLOGY

Minutes of the Principal Meeting with IQAC criteria coordinators at Principal Chamber held on 25th Nov 2021

Agenda Points:

- Discussion on AQAR 2020-21 and 2021-22
- 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 2020-21. 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



PRINCIPAL
Dadi Institute of
Engineering & Technology
ANAKAPALLE - 531 002

DADI INSTITUTE OF ENGINEERING AND TECHNOLOGY

Minutes of the Principal Meeting with HODs and other committees at Principal Chamber held on 15th Dec 2021

Agenda Points:

1. Plan of action for the slow learners and advanced learners
2. Conduction of workshops in association with APSSDC
3. Plan of action for research Center.
4. Discussion on Paper publications
5. Status of NPTEL Certifications
6. CRT Classes
7. Plan of action for offering add on courses/ certificate courses

Members Present:

1. Dr. Ch. Narasimham, Principal
2. Dr. L. prasanna Kumar, Skill Coordinator
3. Sri A. Krishna Nag, HOD, EEE
4. Smt. Poorna Priya, 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. Mr. S. Sunil Kumar, TPO
10. Mrs. K. Komali, HOD, CSE

Resolutions:

1. Segregate the students in respect of slow learners and advanced learners and conduct remedial classes for slow learners. Separate Time Table for the remedial classes shall be prepared.
2. Planned to conduct a workshop one for each department in a semester
3. Planned for inspection of the research center.
4. Resolved to publish a paper every faculty in all the departments in every year
5. Every faculty should qualify in NPTEL courses and faculty shall inculcate the students to register in NPTEL Courses.
6. TPO is informed that plan for conducting CRT classes to III B.Tech Students.
7. Resolved to offer add on courses/ Certificate courses in even semester with maximum schedule of 2 or 3 weeks (36 hrs) in each department



PRINCIPAL
Dadi Institute of
Engineering & Technology
ANAKAPALLE - 531 002

DADI INSTITUTE OF ENGINEERING AND TECHNOLOGY

Minutes of the Principal Meeting with HODs at Principal Chamber held on 5th Jan 2022

Agenda Points:

1. Submission of Staff Theory and Lab Completion programme (STLCP) for odd semester
2. Submission of Academic Audit reports.
3. Submission of Student feedback reports.
4. Submission of student Satisfaction Survey (SSS)
5. Submission of ratification of faculty details

Members attended:

1. Dr. Ch. Narasimham, Principal
2. Dr. J. Babu, Professor, ECE
3. Mrs. K.Komali, HOD-CSE
4. Sri A.Krishna Nag, HOD, EEE
5. Smt. Poorna Priya, 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. Submitted the STLCP by all the faculty members for odd semester.
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. Planned for conducting faculty ratification process for Asst. Professor cadre in our institute as per the guidelines of JNTUK



PRINCIPAL
Dadi Institute of
Engineering & Technology
ANAKAPALLE - 531 002

DADI INSTITUTE OF ENGINEERING AND TECHNOLOGY

Minutes of the Principal Meeting with HODs at Principal Chamber held on 9th Feb, 2022

Agenda Points:

1. Preparation of Staff Theory and Lab Readiness Programme (STLRP)
2. Subject expert's confirmation for ratification of faculty for Asst. Professors
3. Distribution of class work and preparation of time tables for even semester which is commencing from 14th Feb 2022
4. Allotment of class rooms
5. Preparation of Department Academic Calendar for Even semester including extracurricular activities.
6. AQAR by IQAC 2021-22

Members Present:

1. Dr. Ch. Narasimham, Principal
2. Dr. J. Babu, Professor, ECE, IQAC Convener
3. Mrs. K.Komali, HOD-CSE
4. Sri A.Krishna Nag, HOD, EEE
5. Smt. Poorna Priya, 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. All the faculties are informed that those who are not submitted STLRP, they must submit within two days.
2. Confirmed subject experts and prepared the schedule for the ratification of Asst. Professors
3. Distributed the class works and confirmed the time tables for the even semester 2022.
4. Allocated the required class rooms for even semester 2022.
5. Discussed on Department wise academic Calendar for even semester including extracurricular activities.
6. Discussed on AQAR parameters for current year 2021-22

