



# SRI INDU INSTITUTE OF ENGINEERING & TECHNOLOGY

(Formerly RVR Institute of Engineering & Technology)

An Institution, Recognized under 2(f) of UGC Act 1956.

Approved by AICTE, New Delhi and Affiliated to JNTUH.

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Date: 20.03.2021

Minutes of the Meeting of the Global Trendset Educational Society held under the Chairmanship of Sri R Venkat Rao on Saturday, the 20<sup>th</sup>, March, 2021 at 02.30 P.m. in the Chairman's Chamber.

## Governing Body Members

©	Name of the Member	Designation	Role
1	Sri. R. Venkat Rao	Chairman, Global Trendset Educational Society	Chairman
2	Sri. R. Anup Chakravarthy	Secretary & Correspondent, Global Trendset Educational Society	Secretary
3	Prof. J. Devi Prasad	President, Global Trendset Educational Society	President
4	Smt. J. Divya	Joint Secretary, Global Trendset Educational Society	Joint Secretary
5	Smt. R. Indumathi	Treasurer, Global Trendset Educational Society	Treasurer
6	Sri. J. Srikar	Executive Member, Global Trendset Educational Society	Executive Member
7	Dr. Y. Raghavender Rao	Professor of Electronics and Communication Engineering & Head, JNTUH CES	Member
8	Dr. I. Satyanarayana	Principal, SRI INDU Institute of Engg. and Tech.	Member & Convener
9	Prof. R. Yadagiri Rao	HOD, Department of H & S, Sri Indu Institute of Engg. and Tech.	Member
10	Dr. R. J. Rao	Senior Scientist, Pfizer Limited, Hyderabad	Member
11	Dr. G. Narayana	Professor & HOD, Department of CSE, Sri Indu Institute of Engg. and Tech.	Member
12	Dr. D. Lakshmaiah	Professor, Department of ECE, Sri Indu Institute of Engg. and Tech.	Member

Minutes of the Governing Body meeting held on 01.09.2020 have been conferred.

The Governing Body meeting of the Sri Indu Institute of Engineering and Technology was held on 20<sup>th</sup>, March, 2021 at 02.30 hrs in Chairman's chamber and resolved the following.

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**Preparation work regarding NAAC** : The hon'ble Chairman has informed the members of the college that the Institute has applied for the NAAC and all the works with regarding the NAAC to be geared up. The processing fee has also been remitted in the month of February 2021. He further enquired to confirm preparations regarding NAAC and instructed the staff concerned to keep all the records and documents ready along with the possible dates of NAAC schedule. He has also advised the working staff to focus on the drafting of the criteria based works.

Action: Principal/HODs/AO

**Daily Review of Academic Activities.** : The Chairman has directed Principal / HODs / Coordinators regarding the daily review of academics and its execution in order to have a overview rather analysis of the students about the Lessons, the core and the Labs that are taught during the day that have benefited the student community. He desired that every teacher must experiment and learn new teaching methods so that the students focus on the lessons / concepts so that the students never feel bored or deviated during the class hours. Accordingly, the students should also be taught to experiment and bring every idea as research.

Action: Principal/ /HODs/Coordinators

**Syllabus Completion right from First Year to Final Year.** : The hon'ble Chairman has asked the teaching staff to be up to the mark regarding Academic activities. He further told to be meticulous about completion syllabus. Special attention is paid by all the faculty members so as to complete the prescribed syllabus well in advance. So that revision can be made once the syllabus is over along with giving remedial works for the students.

Action: Principal/HODs

**Proper Maintenance of Campus comprising Classrooms and Laboratories.** : The Chairman expressed his views about the maintenance of Classrooms and Laboratories and its cleanliness by saying that they are not up to the mark. He asked the staff to keep the campus hygienic and completely tidy. Since the campus is sprawling special attention is to be made with regarding its ambience to give a corporate appearance. He also directed all the concerned staff that the Laboratories should be thoroughly maintained for their perfection including cleanliness all the time. He further informed the Principal & HODs that he would frequently visit the Classrooms and Laboratories.

Action: Principal/HODs/AO

**Undertaking Mini and Major Projects for Final year students.** : On the advice given by the Secretary & Correspondent of the Institute, special attention has been made with regarding the undertaking of Mini and Major projects. Under the constant supervision of senior Professors and the HODs, all the final year students must undertake Mini and Major Projects without fail. These activities will definitely improve the academic performance and the exposure of the students.

Action: Principal/HODs

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**Conducting Graduation Day.** : The Graduation Day for the Academic year 2020 shall be conducted with a lot of academic enthusiasm and fervour and students are eagerly waiting for this Day. In this regard, the passed out students are conferred with Degrees. The tentatively the dates would be at the end of March 2021 and as a part of tradition the Institute will invite a Chief Guest to address the Graduation Day Celebrations. In this context, the hon'ble Chairman asked the Principal & HODs to arrange the Graduation day in a smooth manner.

Action: HOD ECE & Mr. Yadagiri Rao (HOD, H&S Dept.)

**COVID-19 Precautions to be taken in the view of pandemic.** : Under the hon'ble Chairman's direction necessary COVID-19 precautions has to be taken and to prevent any untoward incidents in the campus to keep it virus free. To implement this, Thermal scanners were arranged at the entrance and also Sanitizers were provided along with liquid Soap and Masks. Quite often awareness campaigns are organised online among students, faculty and supporting staff including about social distance.

Action: Principal/HODs/AO

**Construction of New Central Library.** : The hon'ble Chairman has brought out to all the members that new central library is coming up with advanced amenities. The expected date of completion would be in the month of May – 2021. The design and the ambience of the building would definitely be a first of its kind with regarding the construction.

Action: Principal/AO

**Construction of Administrative Block.** : The hon'ble Chairman brought out to all the members that Administrative Block would become a fascinating building in the campus. To meet the increasing needs of the expansive campus, the Institute has decided to establish a new Administrative Block in the campus in 'D' Block with advanced facilities. The expected date of completion would be in the month of April – 2021. This Block comprises various sections which include Admissions, Administration, Establishment, Accounts, Scholarship, Students Services, Parents waiting lounge etc.,

Action: Principal/AO

**Recruitment of Teaching and Non-Teaching staff.** : The hon'ble Chairman time and again stressed the significance of dedicated and punctual teaching and non-teaching staff. He guided the Principal and HODs with regarding the recruitment of competent staff. He instructed to take certain parameters and eligibility conditions while recruiting the new staff. Such staff must have extraordinary qualities such as adopting innovative teaching methods with Communication Skills.

Action: Principal/HODs

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Monthly updation of achievements Viz – Seminars, Workshops, Publications, Patents, MOOCs, NPTEL, COURSERA, Awards etc. : The Secretary & Correspondent of the Institute asked the Principal & the HODs to channelize the latent talents of students through Academic activities namely Seminars, Workshops, Publications, Patents, MOOCs, NPTEL, COURSERA etc., To have better Academic exposure, students and staff are encouraged to publish papers in magazine/journals and participate in seminars and workshops for paper presentations. They are also encouraged to take part in MOOCs, MPTEL and COURSERA to receive awards.


Action: Principal/HODs


Placements Drive and CRT training programmes for the final year students. : The Secretary & Correspondent stated that the placement activities require some more streamlining. No doubt that placement department is putting best efforts to bring the MNCs and placement drives that are being held regularly but still, review need to be carried out so that what extra work need to be done and support that is required for streamlining placement activities.

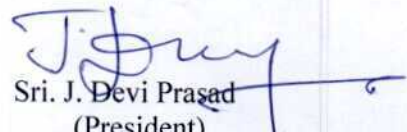
Action: Placement Officer

The meeting ended at 16:30 hrs.

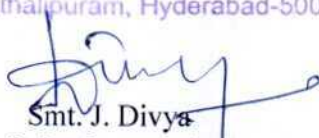
GOVERNING BODY MEMBERS

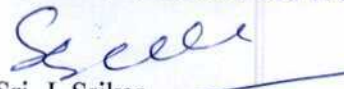
  
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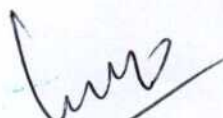
  
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