

SRI INDU INSTITUTE OF ENGINEERING AND TECHNOLOGY

Accredited by NAAC A+ Grade, Recognized under 2(f) of UGC Act 1956.

(Approved by AICTE, New Delhi and Affiliated to JNTUH, Hyderabad)

Khalsa Ibrahimpatnam, Sheriguda(V), Ibrahimpatnam(M), Ranga Reddy Dist., Telangana – 501 510

<https://siiet.ac.in/>

Date: 26.03.2022

Minutes of Meeting of the Global Trendset Educational Society held under the Chairmanship of Sri R Venkat Rao on Saturday, 26th, March, 2022 at 02.30 P.m. in the Chairman's Chamber.

Governing Body Members

| S.No | 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. & 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 & HOD, Department of ECE, Sri Indu Institute of Engg. and Tech. | Member |

Minutes of the Governing Body meeting held on 01.10.2021 have been conferred.

The Governing Body meeting of Sri Indu Institute of Engineering and Technology was held on 26th, March, 2022 at 02.30 hrs in Chairman's chamber and resolved the following.

Cont'd...

- 1) Preparation and readiness for the NBA Accreditation.
- 2) Reduction of Intake (B. Tech – ECE from 120 Seats to 60 Seats & Civil from 60 Seats to 30 Seats) from the Academic year 2022-2023.
- 3) Introducing a New course in UG – B.Tech (Computer Science and Engineering (Data Science)) -60 Intake and Increase in Intake (Computer Science and Engineering (Artificial Intelligence and Machine Learning)) from 60 to 90 Seats from the Academic year 2022-2023.
- 4) Establishment of Infrastructure for proposal of Autonomous status.
- 5) Establishment of Autonomous examination branch and also recruitment of Director of Evaluation, Controller of Examinations, Assistant Controller of Examinations (3 Members) and Supporting staff.
- 6) Issues related to Budget Proposals and Financial Assistance of the college.
- 7) Constitution of Board of Studies, Academic Council Committee and Finance Committee for Autonomous College.
- 8) Conducting AICTE Sponsored Conference.
- 9) Daily Review of Academic Activities by Mentors.
- 10) Proper Maintenance of Campus comprising Laboratories and Classrooms.
- 11) Registration of College under MSME, Enrollment of students in Smart India Hackathon (SIH-2022) and Review of Major Projects for Final year students in Government Organizations.
- 12) Providing Placements and Internships to III & IV year students.
- 13) Recruitment of Teaching and Non-Teaching staff.
- 14) Monthly updation of achievements Viz – Seminars, Workshops, Publications, Patents, MOOCs, NPTEL, COURSERA, Awards etc.
- 15) Review of Sports activities and NSS Programmes: Sakshi Tournament.
- 16) Conduct of Technoera – 2022 – wide publicity has to be initiated.
- 17) Annual Day - 2022 celebrations – Dates to be decided.
- 18) Celebration of Graduation Day - 2022
- 19) Review of Committees - Functioning.
- 20) <https://siiet.ac.in>: Updating Website.
- 21) COVID-19: Awareness of COVID-19 Precautions.
- 22) TAFRC: Uploading of TAFRC related documents in website and Hard Copy Submission in the office.

Preparation and readiness for the NBA Accreditation: Hon'ble Chairman has directed the Principal and the Heads of the departments (CSE and ECE) to make the preparations and readiness for NBA Accreditation. He also instructed to upload NBA pre-qualifier and strive hard for getting the status of NBA during the Academic Year 2022 - 2023.

Action: Principal/HODs

Cont'd...

Reduction of Intake (B. Tech – ECE from 120 Seats to 60 Seats & Civil from 60 Seats to 30 Seats) from the Academic year 2022-2023: Looking into the poor admissions for the last 2 years, the management decided to reduce the intake of B.Tech – Electronics and Communication Engineering (ECE) from 120 Seats to 60 Seats and B.Tech – Civil Engineering from 60 Seats to 30 Seats for the Academic year 2022-23.

Action: Principal

Introducing a New course (Computer Science and Engineering (Data Science) - 60 Intake) and Increase Intake (Computer Science and Engineering (Artificial Intelligence and Machine Learning) from 60 to 90 Seats) in UG – B.Tech from the Academic year 2022-2023: It is resolved to apply for introducing an additional course in UG – B.Tech as following from the Academic Year 2022-23 : -

- Computer Science and Engineering (Data Science) - 00 to 60 Intake
- Computer Science and Engineering (Artificial Intelligence and Machine Learning) - 60 to 90 Seats

Purchase of equipment for Labs for additional UG – B Tech course as above.

Purchase of Text books for all additional courses.

Action: Principal

Establishment of Infrastructure for proposal of Autonomous status: It is discussed in the meeting about the purchase of BeeS Software, Computer Peripherals, Machinery and other Physical Infrastructure once the Institution gets the Autonomous status, they will be useful for generation of applications, hall tickets, results and mark memos etc.

Action: Principal/AO

Establishment of Autonomous examination branch and also recruitment of Director of Evaluation, Controller of Examinations, Assistant Controller of Examinations (3 Members) and Supporting staff: The Committee has decided to Establish an Autonomous examination branch and recruit a Director of Evaluation, Controller of Examinations, Assistant Controller of Examinations (3 Members) and Supporting staff once the Institution gets the Autonomous status.

Action: Principal/HODs/AO

Cont'd...

Issues related to Budget Proposals and Financial Assistance of the college: As per the Budget Proposals discussed in the previous meeting, the implementation of the same has been done as advised by the hon'ble Chairman and Secretary & Correspondent. They have reviewed the Financial Assistance and other related provisions to meet the special needs for getting autonomous status. The topics under discussion were listed below.

- i) Renovation and Repairs instead of construction of new building
- ii) Office equipment
- iii) Adopting Guest/Visiting Faculty

Action: Principal

Constitution of Board of Studies, Academic Council Committee and Finance Committee for Autonomous College: The Principal of the Institution discussed about the constitution of Board of Studies committee which will revise the syllabus as and when required. The guidelines of the UGC and JNTUH, Hyderabad are to be followed scrupulously while framing the syllabus. Also it has been decided to constitute Academic Council Committee and Finance Committee.

Action: Principal

Conducting AICTE Sponsored Conference: The Principal discussed about conducting AICTE sponsored Conference i.e. "National Conference on Technology Innovative Educational and Multidisciplinary Skill in 21st Century Research" from 28th, March, 2022 to 30th, March, 2022.

Action: HODs

Daily Review of Academic Activities by Mentors: It is discussed in the meeting to review of academics and their implementation daily in order to have an overview of analysis of the students about the lessons, labs that are taught during the day, benefited by the student community. He desired that every teacher must experiment and learn new teaching methods based on experiential conditions, so that the students focus on the lessons / concepts that they never feel bored or deviated during the class hours. Accordingly, the students should be able to come with new ideas as a part of research.

Action: HODs/Coordinators

Cont'd...

Proper Maintenance of Campus comprising Laboratories and Classrooms:

Hon'ble Chairman has informed Administrative Officer to take utmost care about the maintenance of Classrooms and Laboratories and their cleanliness. He reminded to purchase new furniture and building paintings. He insisted that the digital classrooms and laboratories to be maintained in spic and span. He also instructed that the laboratories should be thoroughly maintained for its perfection all the time.

Action: HODs/AO

Registration of College under MSME, Enrollment of students in Smart India Hackathon (SIH-2022) and Review of Major Projects for Final year students in

Government Organizations: On the advice given by the Secretary & Correspondent of the Institute, Institution has to be registered under MSME and the students have to be encouraged to enroll themselves in SIH-2022. He has also insisted on the special attention to be given for the review of major projects. These activities will definitely improve the academic performance and the exposure of the students.

Action: Principal/HODs

Providing Placements and Internships to III & IV year students: Members have reviewed the placements and Internships as on date and the existing training facilities in the Campus. It is decided to give special focus on placements and Internships. It is also decided to have MoUs with industries to improve the job opportunities.

Action: Placement Officer

Recruitment of Teaching and Non-Teaching staff: Members have discussed about the present Faculty position as per the AICTE norms. They have decided to recruit few more senior faculty with Ph.D qualification. Hon'ble Chairman has instructed to take certain parameters and eligibility criteria while recruiting the staff. Such staff must have extraordinary qualities such as adopting innovative teaching methods with Communication Skills along with research oriented attitude.

Action: HODs

Monthly updation of achievements Viz – Seminars, Workshops, Publications, Patents, MOOCs, NPTEL, COURSERA, Awards etc:

Hon'ble Secretary & Correspondent of the Institute informed the Principal & the HODs to channelize the talents of students through Academic activities namely Seminars, Workshops, Publications, Patents, MOOCs, NPTEL, COURSERA etc., To have better Academic exposure, students and staff have to be encouraged to publish papers in magazine/journals, participate in seminars, workshops for paper presentations, take part in MOOCs, NPTEL and COURSERA to receive awards.

Action: Principal/HODs

Cont'd...

Review of Sports activities and NSS Programmes: Sakshi Tournament:

Hon'ble Secretary & Correspondent expressed his views about the Sport activities which are an integral part of academics. Physical Directors are encouraging students to participate in the sports events. It is interesting to note that many students are excited to take part in different sports activities viz – Cricket, Basketball, Volleyball, Throw ball, Indoor games, Kho-kho, Yoga practices and many more. Along with sports activities, the Institute promotes sapling to make the campus clean and green as part of eco friendly ambience. He also informed to promote greenery under Haritha haaram Programme, Swachcha Bharat under the aegis of NSS.

Action: Principal / HODs/PDs

Conduct of Technoera - 2022: The hon'ble Chairman has brought out about conducting of Technoera – 2022. Accordingly, he directed to make a schedule. Tentative dates would be at the end of May, 2022. The Chairman further advised that, students should participate in technical events but not funny or profitable events. Students presenting technical papers should be given first preference. HOD CSE brought out that his department is designing separate website for online publicity of Tech Fest.

Action: HOD CSE Dept

Annual Day - 2022 Celebration: The Annual Day for the year 2022 shall be celebrated in a impressive way by involving all the students. The cultural events should be planned in such a way that every department gets the opportunity in participation. Only group events should be planned but not solo events. Tentatively the dates would be at the end of June 2022. A proposal for inviting a special guest is being looked into.

Action: Principal/HODs

Celebration of Graduation Day – 2022: The Graduation Day for the Academic year 2022 shall be conducted with a lot of academic enthusiasm. On this day, the passed out students are conferred with Degrees. 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.)

Review of Committees: Discussed about the functioning of various Committees like R&D, Placement, etc. and satisfied with the activities going on. They have also suggested that the senior staff should be included in the committee. He also gave instructions to the Committee Co-ordinators to ensure no issues will arises among the students and staff.

Action: Principal / HODs

Cont'd...

Updating Website: It is discussed in the meeting that the Website of the Institution is updated thoroughly.

Action: Principal

Awareness of COVID-19 Precautions: COVID-19 precautions to be taken to prevent any untoward incidents and also informed to create an awareness programme. Hon'ble Chairman has instructed the Principal to advise the staff and students to be in possession of Sanitizers, must wear the masks and maintain social distance.

Action: Principal/HODs/AO

Uploading of TAFRC related documents in website and Hard Copy Submission in the office: It is discussed in the meeting that all the documents related to TAFRC have to be uploaded on the website. Hard copies of the same are submitted in the office without delay.

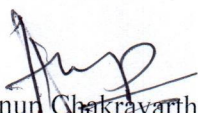
Action: Principal/AO

The meeting ended at 16:30 hrs.

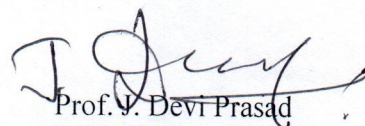
GOVERNING BODY MEMBERS



Sri. R. Venkat Rao
CHAIRMAN



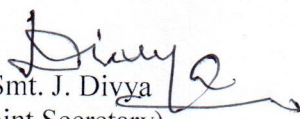
Sri. R. Anup Chakravarthy
(Secretary & Correspondent)



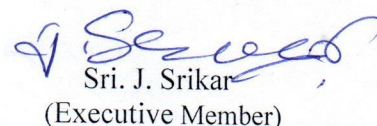
Prof. V. Devi Prasad
(President)



Smt. R. Indumati
(Treasurer)



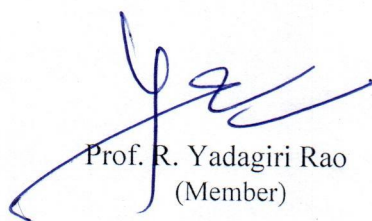
Smt. J. Divya
(Joint Secretary)



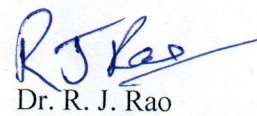
Sri. J. Srikar
(Executive Member)



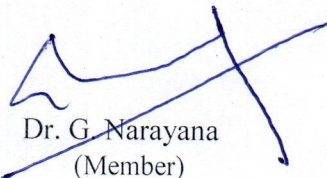
Dr. J. Satyanarayana
(Member & Convenor)



Prof. R. Yadagiri Rao
(Member)



Dr. R. J. Rao
(Member)



Dr. G. Narayana
(Member)



Dr. Y. Raghavender Rao
(Nominee JNTUH CES)



Dr. D. Lakshmaiah
(Member)

H O D

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