



ADITYA COLLEGE OF ENGINEERING

Approved by AICTE, Affiliated to JNTUK, Kakinada
Recognized by UGC under Section 2(f) of UGC Act, 1956

Aditya Nagar, ADB Road, Surampalem - 533 437, E.G.Dist., Ph: 99631 76662.

Ref: ACOE/AC/2018-19/CO

Dr. 21-05-2018

ACADEMIC COMMITTEE-CONVENING ORDER AY 2018-2019

NOTICE

The undersigned is pleased to constitute Academic Committee with the following members for the academic year 2018-19 to strengthen the academic facilities in the Institute and to procure the required resources.

S.No	Name of the Person	Designation	Role
1	Dr. T.K. Rama Krishna Rao	Principal	Chairman
2	Prof.A.Ramesh	Vice Principal & IQAC- Coordinator	Convener
3	Mr.K.Manoj Kumar Reddy	HOD-EEE	Member
4	Dr.Pullela.S.V.V.S.Ravi Kumar	HOD-CSE	Member
5	Mr.G.Rama Krishna	HOD-ECE	Member
6	Mr.Y.K.S.Subba Rao	HOD-ME	Member
7	Dr. T. Anil Kumar	HOD-PT	Member
8	Mr.M.Srinivasu	HOD-HBS	Member
9	Dr.N.Visalakshi	HOD-MBA	Member
10	Dr. R. Giri Prasad	HOD-CE	Member
11	Mr. P. Tata Rao	Associate Professor	Faculty Member
12	Mr.T.Veeraraju	Associate Professor	Faculty Member
13	Ms. Saladi Uma Devi (15MH1A0136)	IV B.Tech CE Student	Member
14	Mr. Karri Verendra Reddy(16MH1A0588)	III B.Tech CSE Student	Member
15	Mr. Mullangi Sai Sahit Reddy	Alumni	Member
16	Mr. P Srinivas Rao (17MH5A0509)	Parent	Member

Convener -AC

Cc to: All members of Academic Committee
IQAC Coordinator



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Ref: ACOE/AC/2018-19/SOP

Dt. 28-05-2018

STANDARD OPERATING PROCEDURE (SOP) AY 2018-2019

The standard operating procedure will be initiated by collecting feedback from the specified stakeholders. The feedback from the stake holders will be analyzed by the academic committee. As per the requirements and suggestions given by the stakeholders the required perspective plan will be created by the academic committee and proposed in front of the governing body for the approval. Once acceptance is given by the governing body the execution of the perspective plan will be taken place. After execution of the perspective plan the action taken report will be submitted to the governing body.

The followings are the duties of the academic committee in order to enhance the efficiency of learning and teaching process.

1. Collect Feedback from different Stakeholders:

Collecting feedback from the different stakeholders is the initiative taken by the academic committee for the smooth functioning of the organization and its improvement. The following major stakeholders feedback can be considered for the organizational growth.

1.1. Students:

The Committee works for the overall well-being and holistic development of the students of the institute so that they may emerge as responsible leaders and as active participants in society. It acts as a coordinating body between the students and the administration and so its scope extends to all areas under the purview of the institute regarding this to achieve the best outcomes, the valuable suggestions can be taken from the students as a form of feedback for the development of the students.

1.2. Faculty:

Faculty members are the main source for the implementation of the academic committee rules and policies, being the members of the academic committee, the faculty members will interact, understand and guide the students. For the developments of the students, the valuable feedback of the faculty members will be considered, discussed and implemented as per the decision taken by the committee.

1.3. Alumni:

Alumni network has a real life benefit for current students. As a brand ambassador of the organization alumni will play the vital role in the development of the student career. Alumni also donate their valuable time to offer career support to current



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students. This enhances the student's experience and gives them the competitive edge in today's tough job market. Alumni can help students to get placed in their respective organizations. To get the best placements and impart the good knowledge among the students the alumni suggestions and feedback will be used to improve the student career.

1.4. Employer:

To meet the industry standard and to train the students as per the requirements of the industry. So as to get the best placements the employer feedback is required. the valuable feedback and suggestions will be taken from the employer through the alumni and the same is discussed in the academic committee meeting to improve the student career and placements.

1.5. Parents:

The parents will convey their opinions and suggestions to the College for the development of the student. The valuable suggestions and feedback of the parent will be recorded and discussed during the academic committee meetings.

2. Feedback reports analysis and review by the Academic committee:

Stakeholders feedback can be collected and analyzed with the help of the academic committee members and the necessary reports can be generated to communicate with the governing body to take further action. College level consolidated feedback report will be prepared to take necessary actions.

3. Presentation of perspective plan to Governing Body for approval:

Feedback analysis reports will be reviewed by the committee and the same will be forwarded for the approval of governing body to take further actions. Approvals of the governing body is required to prepare the perspective plan of events.

4. Monitor the conduct of events as per the perspective plan:

Once the approval is given by the governing body, department wise events will be planned and conducted as per the proposed Perspective plan. The execution of the events as per the perspective plan will be monitor by the academic committee.

5. Submission of Action Taken Report to the Governing Body:

Action taken report will be prepared by every department for further analysis and improvement of forth coming events

6. To review, advice on and develop policies on assessment for learning, teaching and learning quality.

7. To review and formulate policies to enhance students learning motivation.



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8. To review and advise elective subjects to be offered by the concern departments.
9. To review and formulate policies to cater for the needs of student diversity.
10. To monitor and follow up students learning outcomes.
11. To introduce and promote different teaching methods.
12. To set up academic reward systems.
13. To promote academic activities and creating an atmosphere of learning.
14. To record students personal data and other learning experience records systematically to help students pursue further studies or develop their career.
15. To help and support the teachers development through holding different professional development activities and orientations.
16. Issuing the guidelines to the departments to organize guest lectures by esteemed personalities from the industry and conducting workshops, organizing events for the improvement of the students academics and knowledge.
17. Encouraging and enhancing the teaching efficiency through the appraisal system.
18. Make regulations for sports, extra-curricular activities, and proper maintenance and functioning of the playgrounds and hostels.
19. To request the Governing body to encourage the best students with Scholarships, Fellowships, prizes and medals, and frame regulations for the award of the same.
20. To perform other functions as may be assigned by the Governing body.
21. Frequency of the Meeting is 4 times per year.

Convener -AC

PRINCIPAL

Cc to: All members of Academic Committee
IQAC Coordinator



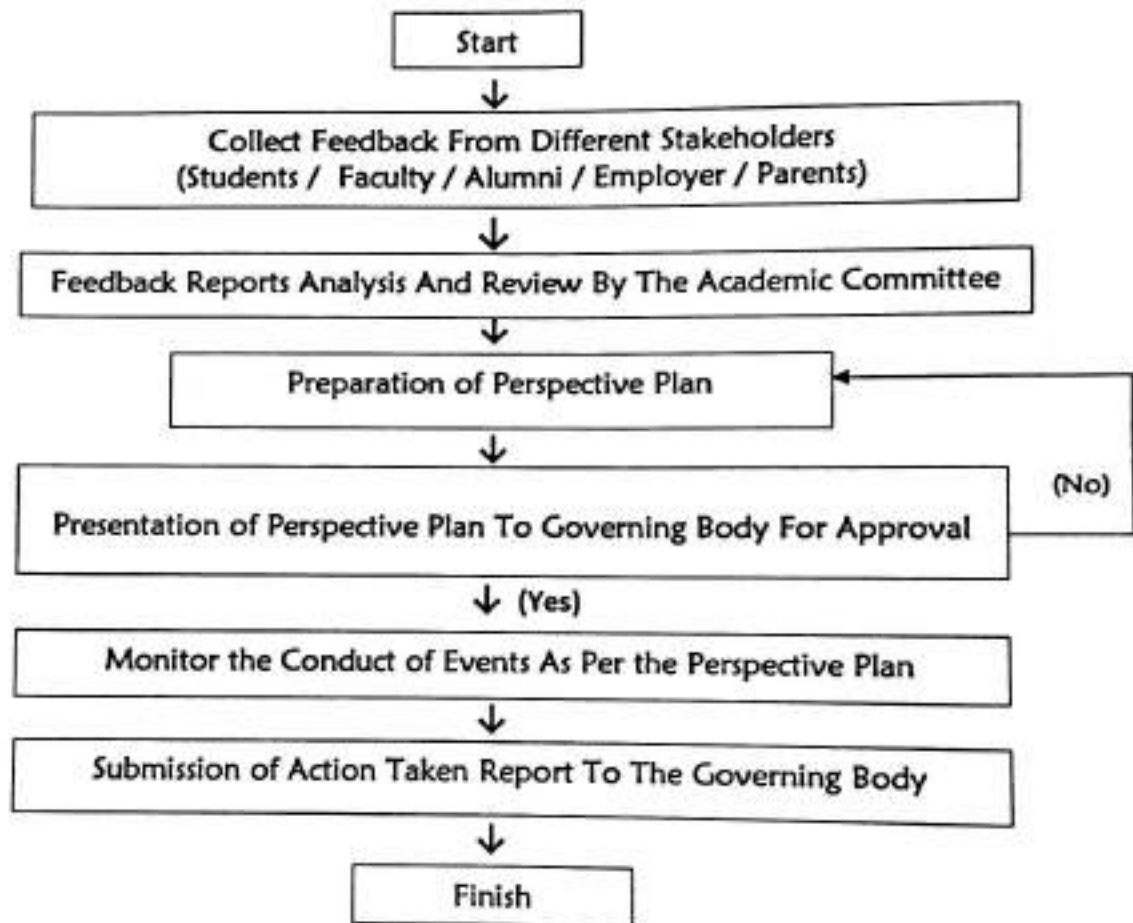
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Dt. 28-05-2018

STANDARD OPERATING PROCEDURE (SOP) AY 2018-2019




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Ref: ACOE/AC/2018-19/1/Circular

Dt. 01-06-2018

CIRCULAR

All the members of the Academic committee are hereby informed that the meeting of the academic committee will be held on 4th June, 2018 at 2 PM at Conference room, First floor, Ramanujan Bhavan. In this connection all the members are requested to attend the meeting without fail.

The Agenda of the meeting is as follows:

1. Review of result analysis of II,III & IV B.Tech-II Semester, MBA II,IV-Semesters
2. Plan and review of class work commencement of I,II,III,IV-B.Tech I-Semester, MBA I,III-Semesters.
3. Review of the problems faced in the last semester like irregularity of the students and the detained students.
4. Plan and review the guidelines for execution of academic activities like Timetables, Course Files and Lesson Plans etc.
5. Preparation and review of Perspective plan of tentative Guest Lecture, Certificate courses, Seminars, Workshops, Extra-Curricular activities.
6. Plan to organize Induction Program for the First-year students in coming Academic Year 2018-2019.
7. Plan of MoU with reputed Institution and Industries for the development of students and faculty.
8. Plan of Social Service Activities to be conducted.
9. Review of Research Activities.
10. Any other points with the approval of Chair


Convener-AC




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Ref: ACOE/AC/2018-19/1/Minutes

Dt. 05-06-2018

MINUTES OF ACADEMIC COMMITTEE AY 2018-19

Date of meeting	04 th June 2018	Duration	2 PM to 4 PM
Venue	Conference room, First floor, Ramanujan Bhavan		
Reference	ACOE/AC/2018-19/1/Circular dated 1 st June 2018		

The meeting of ACADEMIC COMMITTEE of Aditya College of Engineering held on 4th June 2018 with the following agenda:

1. Review of result Analysis of II,III & IV B.Tech-II Semester, MBA II,IV-Semesters
2. Plan and review of class work commencement of I,II,III,IV-B.Tech I-Semester, MBA I,III-Semesters.
3. Review of the problems faced in the last semester like irregularity of the students and the detained students.
4. Plan and review the guidelines for execution of academic activities like Timetables, Course Files and Lesson Plans etc.
5. Preparation and review of Perspective plan of tentative Guest Lecture, Certificate courses, Seminars, Workshops, Extra-Curricular activities.
6. Plan to organize Induction Program for the First-year students in coming Academic Year 2018-2019.
7. Plan of MoU with reputed Institution and Industries for the development of students and faculty.
8. Plan of Social Service Activities to be conducted.
9. Review of Research Activities.
10. Any other points with the approval of Chair

The meeting of Academic Committee was commenced with the welcome note by Convener Academic Committee, Prof.A.Ramesh to all the members present. The Convener presented the agenda along with recommendations and requested the Chairman to throw light on the issues and the discussion was started. The points of the agenda were discussed and the following resolutions were made.



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MINUTES AND RESOLUTIONS

1. The Chairman and committee members has discussed about the result obtained for the last semester II, III & IV-B.Tech II-Semester's, MBA II, IV-semester and given the suggestions to improve the result in the coming semesters.
2. The committee members has discussed about the readiness and availability of the class rooms and required laboratories, Class work of MBA I-Semester, III-Semester will be commenced from 13-08-2018 and 30-07-2018. Class work of I, II, III & IV-B.Tech I-Semester will be commenced from 11-06-2018.
3. The Chairman and committee members has discussed about the problems faced in the last semester like irregularity of the students, the detained students and the committee members suggested some of the points to improve the regularity of the students to reduce the number of detained candidates.
4. The Guidelines given by the chairman and the discussions made by the committee members for execution of academic activities like Timetables, Course Files and Lesson Plans etc
5. To improve the knowledge levels of students and faculty members the chairman has suggested the committee members to plan and conduct Guest Lecture, Workshops, Extra-Curricular and Sports events, as per the requirement the tentative Perspective plan was proposed by the committee members.
6. As per the guidelines given by the chairman the committee members has discussed about the organizing Induction Program for the First-year students in coming Academic Year 2018-2019.
7. Discussion has made on MoU activities with the objective of providing special trainings to the students. To fulfill the gap between the industry and the academics the MoU with the reputed Organization/Industry is required. The special training with the industry experts will be helpful for the student placements.
8. To create the awareness on society among the students the committee members has suggested and discussed about the conduction to Social Service activities like visiting the Orphan homes and conduction of blood donation camps etc...
9. The chairman has enquired about the research activities like conferences & journal publications of the concerned departments, chairman and the committee members has discussed about the necessary actions are required to take to improve the research activities at the concern department.

Finally The Chairman and the Convener thanked all the members present for their dedication and commitment in carrying out system successfully.

The meeting is concluded as there are no points to discuss with thanks to the Chair.



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Members attended the meeting on 4th June 2018

S.No	Name of the Person	Designation	Role	Signature
1	Dr. T.K. Rama Krishna Rao	Principal	Chairman	
2	Prof.A.Ramesh	Vice Principal	Convener	
3	Mr.K.Manoj Kumar Reddy	HOD-EEE	Member	
4	Dr.Pullela.S.V.V.S.Ravi Kumar	HOD-CSE	Member	
5	Mr.G.Rama Krishna	HOD-ECE	Member	
6	Mr.Y.K.S.Subba Rao	HOD-ME	Member	
7	Dr. T. Anil Kumar	HOD-PT	Member	
8	Mr.M.Srinivasu	HOD-HBS	Member	
9	Dr.N.Visalakshi	HOD-MBA	Member	
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11	Mr. D. Tata Rao	Associate Professor	Faculty Member	
12	Mr.T.Veerraju	Associate Professor	Faculty Member	
13	Ms. Saladi Uma Devi (15MH1A0136)	IV B.Tech CE Student	Member	
14	Mr. Karri Verendra Reddy(16MH1A0588)	III B.Tech CSE Student	Member	
15	Mr.P.Manikanta	Alumni	Member	
16	Mr. P Srinivas Rao (17MH5A0509)	Parent	Member	

Convener-AC



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Ref: ACOE/AC/2018-19/PP

Dt. 08-06-2018

ACADEMIC COMMITTEE PERSPECTIVE PLAN AY 2018-2019

The suggested perspective plan by the academic committee to meet the requirements of the every individual department is given below.

Sl. No	Department	Name of the activity	Title of the Programme	Tentative Date
1	Civil Engineering	Syllabus / Curriculum	As per the syllabus prescribed by JNTUK	As per the JNTUK academic calendar
		Workshops	A one day Workshop on "Light emission concrete"	27/03/2019
			A one day Workshop on "CONSOLIDATING CONCRETE"	15/01/2019
			A one day Workshop on "Sustainable urban transport planning"	08/08/2018
		Certificate Programs	A Certificate course on "ANSYS SOFTWARE"	13/11/2018 to 18/11/2018
			A Certificate course on "Analysis of STAAD PRO SOFTWARE in Foundation"	20/03/2019 to 25/03/2019
2	Electrical & Electronics Engineering	Syllabus / Curriculum	As per the syllabus prescribed by JNTUK	As per the JNTUK academic calendar
		Workshops	Workshop on "Advanced Control Systems"	21/05/2019



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		Guest lectures	Guest lecture on "Renewal Energy & Modern Trends in metering"	22/09/2018
			Guest lecture on "Advances in Electric Drives"	28/06/2018
		Certificate Programs	Certificate Course on "PLC SCADA"	16/07/2018 to 21/07/2018
			Certificate Course on "Internet of Things (IOT)"	03/12/2018 to 08/12/2018
3	Mechanical Engineering	Syllabus / Curriculum	As per the syllabus prescribed by JNTUK	As per the JNTUK academic calendar
		Workshops	Workshop on "Productive Life Cycle Management of Automotive Vehicles- An Industry Perspective"	23/04/2019
		Seminar	Industrial Automation and Turbo Machinery	19/09/2018
		Certificate Programs	Certificate Course on "CFD"	12/11/2018 to 17/11/2018
			Certificate Course on "Solid works"	12/03/2019 to 16/03/2019
4	Electronics & Communication Engineering	Syllabus / Curriculum	As per the syllabus prescribed by JNTUK	As per the JNTUK academic calendar
		Workshops	"Internet of things & its applications on Signal Processing"	06/06/2018 to 08/6/2018
			Workshop on "Research in Engineering"	06/11/2018 to 14/11/2018
		Seminars	Seminar on "IPR for Students and Faculty Members"	10/01/2019



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		Certificate Programs	Seminar on Role of "IPR and Innovation Management for Academia – Industry Collaboration"	03/12/2018
			Certificate course on "CAD TOOLS FOR VLSI"	27/08/2018 to 01/09/2018
			Certificate course on "TELECOM / WIRELESS NETWORKS"	21/01/2019 to 28/01/2019
			Certificate course on "SYSTEM DESIGN USING RASPBERRY PI"	19/11/2018 to 24/11/2018
5	Computer Science and Engineering	Syllabus / Curriculum	As per the syllabus prescribed by JNTUK	As per the JNTUK academic calendar
		Workshops	A Two Day Workshop on "Advanced Python Programming"	18/02/2019 to 20/02/2019
			A Three day workshop on "Machine learning"	19/11/2018 to 21/11/2018
		Seminars	A Seminar on "Internet of things"	21/07/2018
			A Seminar on "Data Sciences"	25/06/2018
		Certificate Programs	Certificate course on "Ethical Hacking"	16/07/2018 to 21/07/2018
			Certificate course on "IOT LoRaWAN"	07/01/2019 to 12/01/2019
			Certificate course on "CCNA"	20/05/2019 to 25/05/2019
6	Petroleum Technology	Syllabus / Curriculum	As per the syllabus prescribed by JNTUK	As per the JNTUK academic calendar
		Workshops	Workshop on "Developing non Technical Skills"	26/6/2018



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			Workshop on "MAT Lab Software"	02/6/2018
		Certificate Programs	A Certificate course on "Analysis of Reservoir Simulation by Eclipse Software"	25/06/2018 to 30/06/2018
			A Certificate course on "Analysis of CMG Simulation Software in Reservoir Engineering"	15/05/2019 to 20/05/2019
7	Master of Business Administration	Syllabus / Curriculum	As per the syllabus prescribed by JNTUK	As per the JNTUK academic calendar
		Workshops	A Workshop on "Women Entrepreneurship"	12/02/2019
		Certificate Programs	A Certificate course on "Tally"	06/08/2018 to 11/08/2018
			A Certificate course on "Production and Inventory Management"	12/11/2018 to 17/11/2018
8	Humanities & Basic Sciences	Syllabus / Curriculum	As per the syllabus prescribed by JNTUK	As per the JNTUK academic calendar
		Certificate Programs	Certificate Course on "Personality Development"	13/11/2018 to 17/11/2018
			Certificate Course on "Life Skills"	12/03/2019 to 16/03/2019
		Seminars	A Seminar on "Importance of IPR To Protect The Engg Inventions"	27/12/2018


Convener AC

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Ref: ACOE/AC/2018-19/2/Circular

Dt. 01-10-2018

CIRCULAR

All the members of the Academic committee are hereby informed that the meeting of the academic committee will be held on 3rd October, 2018 at 11:30 AM at Conference Room, First floor, Ramanujan Bhavan. In this connection all the members are requested to attend the meeting without fail.

The Agenda of the meeting is as follows:

1. Review of attendance of I,II,III,IV B.Tech I-Semester, MBA I,III-Semesters.
2. Review of feedback of I,II,III, IV B.Tech-I Semester, MBA I,III-Semesters faculty
3. Review of issues on finishing of class work
4. Review on Guest Lecture, Workshops, Extra Curricular and Co-curricular events to be conducted.
5. Review of MoU plan for the development of students and faculty.
6. Measures to be taken to support slow learners
7. Review of Training & Placements activities.
8. Review of Research activities.
9. Any other point with the approval of Chair


Convener-AC




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Ref: ACOE/AC/2018-19/2/Minutes

Dt. 05-10-2018

MINUTES OF ACADEMIC COMMITTEE AY 2018-19

Date of meeting	03 rd October 2018	Duration	11:30 AM to 1 PM
Venue	Conference room, First floor, Ramanujan Bhavan		
Reference	ACOE/AC/2018-19/2/Circular dated 1 st October 2018		

The meeting of ACADEMIC COMMITTEE of Aditya College of Engineering held on 03rd October 2018 with the following agenda:

1. Review of attendance of I,II,III,IV B.Tech I-Semester, MBA I,III-Semesters.
2. Review of feedback of I,II,III, IV B.Tech-I Semester, MBA I,III-Semesters faculty
3. Review of issues on finishing of class work
4. Review on Guest Lecture, Workshops, Extra Curricular and Co-curricular events to be conducted.
5. Review of MoU plan for the development of students and faculty.
6. Measures to be taken to support slow learners
7. Review of Training & Placements activities.
8. Review of Research activities.
9. Any other point with the approval of Chair

The meeting of Academic Committee was commenced with the welcome note by the Convener of Academic Committee Prof.A.Ramesh to all the members present. The Convener presented the agenda along with recommendations and requested the Chairman to throw light on the issues and the discussion was started. The points of the agenda were discussed and the following resolutions were made.



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MINUTES AND RESOLUTIONS

1. The Chairman has enquired about the attendance finalization of I, II, III, IV-B.Tech I-Semester, I-MBA I-Semester and discussed with the committee members about the necessary actions to be taken.
2. The Chairman asked about the feedback taken from the students of I, II, III, IV - B.Tech I-Semester, MBA I-Semester on the faculty members and given some guidelines for the necessary actions.
3. The committee members have discussed about the syllabus completion status and chairman suggested the committee members to arrange the extra classes for the required subjects.
4. Discussions were made on the list of workshops, guest lectures, certificate programs conducted and feedback taken from conducted events. Feedback was reviewed by the committee members for the enhancement of the future events.
5. The committee members have discussed about the MoU activities. Discussion made on the "Leadership Foundation" response regarding the MoU. The chairman has suggested some points for the further process of the MoU with the Leadership Foundation.
6. The Chairman and the committee members has discussed about the identification of the slow learners in the every subject for the current running semester and given some suggestions to conduct revision classes to help the students so that the pass percentage can be improved.
7. The Chairman and the committee members have discussed about the training and the placement activities and its programs conducted during the semester. The academic committee has suggested some guidelines to improve the placements of the students.
8. The Chairman has enquired about the list of research activities which are currently running among the concerned departments and their status, chairman and the committee members has discussed about the necessary actions that are required to be taken to improve the research activities at the concern department.
9. The committee members have discussed about the discipline of the students like dress code, carrying identity cards and students regularity.

Finally The Chairman and the Convener thanked all the members present for their dedication and commitment in carrying out system successfully.

The meeting is concluded as there are no points to discuss with thanks to the Chair.



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Members attended the meeting on 3rd Oct 2018

S.No	Name of the Person	Designation	Role	Signature
1	Dr. T.K. Rama Krishna Rao	Principal	Chairman	
2	Prof.A.Ramesh	Vice Principal	Convener	
3	Mr.K.Manoj Kumar Reddy	HOD-EEE	Member	
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Convener-AC



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Aditya College of Engineering
SURAMPALAM-533 437

Cc to: All members of Academic Committee
IQAC Coordinator



ADITYA COLLEGE OF ENGINEERING

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Aditya Nagar, ADB Road, Surampalem - 533 437, E.G.Dist., Ph: 99631 76662.

Ref: ACOE/AC/2018-19/3/Circular

Dt. 01-11-2018

CIRCULAR

All the members of the Academic committee are hereby informed that the meeting of the academic committee will be held on 3rd November, 2018 at 11:30 AM at Conference Room, First floor, Ramanujan Bhavan. In this connection all the members are requested to attend the meeting without fail.

The Agenda of the meeting is as follows:

1. Plan and review of Class work commencement of I,II,III,IV B.Tech –II Semester, MBA II, IV-Semesters.
2. Review of result analysis of II,III & IV B.Tech-I Semester, MBA I, III-Semesters.
3. Plan and review the schedule of tentative Guest Lecture, Workshops, Seminars, Certificate courses and Extra-Curricular activities.
4. Plan and review the guidelines for execution of academic activities like Timetables, Course Files and Lesson Plans etc.
5. Review of the problems faced in the last semester like irregularity of the students and the detained students.
6. Plan for Social Service Activities to be conducted
7. Review of Research Activities.
8. Plan of MoU with the reputed institutions and industries for the development of students and faculty members.
9. Any other point with the approval of Chair


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IQAC Coordinator



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Ref: ACOE/AC/2018-19/3/Minutes

Dt. 05-11-2018

MINUTES OF ACADEMIC COMMITTEE AY 2018-19

Date of meeting	3 rd November 2018	Duration	11:30 AM to 1 PM
Venue	Conference room, First floor, Ramanujan Bhavan		
Reference	ACOE/AC/2018-19/3/Circular dated 01 st November 2018		

The meeting of ACADEMIC COMMITTEE of Aditya College of Engineering held on 3rd November 2018 with the following agenda:

1. Plan and review of Class work commencement of I,II,III,IV B.Tech –II Semester, MBA II, IV-Semesters
2. Review of result analysis of II,III & IV B.Tech-I Semester, MBA I, III-Semesters.
3. Plan and review the schedule of tentative Guest Lecture, Workshops, Seminars, Certificate courses and Extra-Curricular activities.
4. Plan and review the guidelines for execution of academic activities like Timetables, Course Files and Lesson Plans etc.
5. Review of the problems faced in the last semester like irregularity of the students and the detained students.
6. Plan for Social Service Activities to be conducted
7. Review of Research Activities.
8. Plan of MoU with the reputed institutions and industries for the development of students and faculty members.
9. Any other point with the approval of Chair

The meeting of Academic Committee was commenced with the welcome note by the Convener of Academic Committee Prof.K.Manoj Kumar Reddy to all the members present. The Convener presented the agenda along with recommendations and requested the Chairman to throw light on the issues and the discussion was started. The points of the agenda were discussed and the following resolutions were made.



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MINUTES AND RESOLUTIONS

1. The Chairman and committee members has discussed about the arrangement of the class rooms and required laboratories for the current semester. The committee members discussed about the commencement of class work for I, II, III & IV B.Tech II- Semester will be commenced from 19-11-2018 and the class work for I B.Tech II- Semester will be commenced from 05-11-2018
2. The Chairman and committee members has enquired and discussed about the result obtained for the last semester II,III & IV B.Tech I-Semester's, MBA I, III-semester and given the suggestions to improve the result in the coming semesters.
3. To improve the knowledge levels of students and faculty members the chairman has suggested the committee members to plan and conduct Guest Lecture/Workshops, Extra-Curricular and Sports events, the tentative plan was proposed by the committee members.
4. The Guidelines given by the chairman and the discussions made by the committee members for execution of academic activities like Timetables, Course Files and Lesson Plans etc
5. The Chairman asked about the problems faced in the last semester like irregularity of the students and the detained students in the last semester. The committee members suggested some of the points to improve the regularity of the students to reduce the number of detained candidates.
6. To create the awareness on society among the students, the chairman has suggested and discussed about the conduction to Social Service activities like visiting the Orphan homes and conduction of blood donation camps etc..
7. The chairman and committee members has discussed about the list of research activities which are currently running among the concerned departments and their status, chairman and the committee members has discussed about the necessary actions that are required to be taken so as to improve the research activities at the concern department.
8. Discussions has made on the MoU with TIME Pvt.Ltd. This MoU focused on the training of additional skill like Quantitative Aptitude, Reasoning, English, Technical subjects. This will help the students to improve knowledge and placements

Finally The Chairman and the Convener thanked all the members present for their dedication and commitment in carrying out system successfully.



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The meeting is concluded as there are no points to discuss with thanks to the Chair.
Members attended the meeting on 3rd November 2018

S.No	Name Of The Faculty	Designation	Role	Signature
1	Dr.A.Ramesh	Principal	Chairman	
2	Prof.K.Manoj Kumar Reddy	Vice Principal & HOD-EEE	Convener	
3	Dr.Pullela.S.V.V.S.Ravi Kumar	HOD-CSE	Member	
4	Mr.G.Rama Krishna	HOD-ECE	Member	
5	Mr.Y.K.S.Subba Rao	HOD-ME	Member	
6	Dr. T. Anil Kumar	HOD-PT	Member	
7	Mr.M.Srinivasu	HOD-HBS	Member	
8	Dr.N.Visalakshi	HOD-MBA	Member	
9	Dr. R. Giri Prasad	HOD CE	Member	
10	Mr. D. Tata Rao	Associate Professor	Faculty Member	
11	Mr.T.Veeraraju	Associate Professor	Faculty Member	
12	Ms. Saladi Uma Devi (15MH1A0136)	IV B.Tech CE Student	Member	
13	Mr. Karri Verendra Reddy (16MH1A0588)	III B.Tech CSE Student	Member	
14	Mr.P.Manikanta	Alumni	Member	
15	Mr. P Srinivas Rao (17MH5A0509)	Parent	Member	

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Cc to: All members of Academic Committee
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Ref: ACOE/AC/2018-19/4/Circular

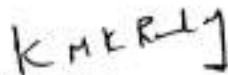
Dt. 01-03-2019

CIRCULAR

All the members of the Academic committee are hereby informed that the meeting of the academic committee will be held on 4th March, 2019 at 11:30 AM at Conference Room, First floor, Ramanujan Bhavan. In this connection all the members are requested to attend the meeting without fail.

The Agenda of the meeting is as follows:

1. Review of attendance of I,II,III,IV B.Tech -II Semester
2. Review of any issues on completion of class work
3. Measures to be taken to support slow learners to improve the results.
4. Review of Guest Lecture, Workshops, Extra Curricular and Sports events conducted.
5. Review of Social Service Activities
6. Review of Training and Placements activities.
7. Review of MoU activities.
8. Review of Research Activities.
9. Review of Discipline and irregularity of the students
10. Any other points with the approval of Chair.


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Ref: ACOE/AC/2018-19/4/Minutes

Dt. 05-03-2019

MINUTES OF ACADEMIC COMMITTEE AY 2018-19

Date of meeting	04 th March 2019	Duration	11:30 AM to 1 PM
Venue	Conference room, First floor, Ramanujan Bhavan		
Reference	ACOE/AC/2018-19/4/Circular dated 1 st March 2019		

The meeting of ACADEMIC COMMITTEE of Aditya College of Engineering held on 04th March 2019 with the following agenda:

1. Review of attendance of I,II,III,IV B.Tech –II Semester
2. Review of any issues on completion of class work
3. Measures to be taken to support slow learners to improve the results.
4. Review of Guest Lecture, Workshops, Extra Curricular and Sports events conducted.
5. Review of Social Service Activities
6. Review of Training and Placements activities.
7. Review of MoU activities.
8. Review of Research Activities.
9. Review of Discipline and irregularity of the students
10. Any other points with the approval of Chair.

The meeting of Academic Committee was commenced with the welcome note by Convener Academic Committee, Prof.K.Manoj Kumar Reddy to all the members present. The Convener presented the agenda along with recommendations and requested the Chairman to throw light on the issues and the discussion was started. The points of the agenda were discussed and the following resolutions were made.



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MINUTES AND RESOLUTIONS

1. The Chairman has enquired about the attendance finalization of I, II, III, IV B.Tech-II Semester and discussed with the committee members about the necessary actions that are to be taken.
2. The Chairman and the committee members has discussed about the syllabus completion status, chairman suggested the committee members to arrange the extra classes for the required subjects.
3. The chairman and the committee members has discussed about the identification of slow learners in the every subject for the current semester and given some suggestions to conduct revision classes to help the students so that the pass percentage can be improved.
4. Discussion was made on the list of workshops, guest lectures, certificate programs that are conducted and feedback taken from events conducted. Feedback was reviewed by the committee members and suggested enhancement for future events. The tentative plan was proposed and reviewed by the committee members for the events to be conducted.
5. To create the awareness on society among the students the chairman has suggested and discussed about the conduction to Social Service activities like visiting the Orphan homes and conduction of blood donation camps etc..
6. The chairman and the committee members have discussed about the training and the placement activities and its programs conducted during the semester. The academic committee has suggested some guidelines to improve the placements of the students.
7. The committee has discussed about the list of research activities which are currently running among the concerned departments and their status, to improve the research activities of the organization chairman and the committee members has discussed about the new MoU with the CL Educate group. This MoU will help the students and faculty members to publish their research work in the reputed journals like Scopus indexed, SCI etc...
8. The chairman has enquired about the list of research activities which are currently running among the concerned departments and their status, chairman and the committee members has discussed about the necessary actions that are required to be taken so as to improve the research activities at the concern department.
9. The chairman and the committee members has discussed about the discipline of the students like dress code, carrying identity cards and students regularity.

Finally The Chairman and the Convener thanked all the members present for their dedication and commitment in carrying out system successfully.

The meeting is concluded as there are no points to discuss with thanks to the Chair.



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Members attended the meeting on 4th March 2019

S.No	Name Of The Faculty	Designation	Role	Signature
1	Dr.A.Ramesh	Principal	Chairman	
2	Prof.K.Manoj Kumar Reddy	Vice Principal & HOD-EEE	Convener	
3	Dr.Pullela.S.V.V.S.Ravi Kumar	HOD-CSE	Member	
4	Mr.G.Rama Krishna	HOD-ECE	Member	
5	Mr.Y.K.S.Subba Rao	HOD-ME	Member	
6	Dr. T. Anil Kumar	HOD-PT	Member	
7	Mr.M.Srinivasu	HOD-HBS	Member	
8	Dr.N.Visalakshi	HOD-MBA	Member	
9	Dr. R. Giri Prasad	HOD CE	Member	
10	Mr. D. Tata Rao	Associate Professor	Faculty Member	
11	Mr.T.Veeraraju	Associate Professor	Faculty Member	
12	Ms. Saladi Uma Devi (15MH1A0136)	IV B.Tech CE Student	Member	
13	Mr. Karri Verendra Reddy (16MH1A0588)	III B.Tech CSE Student	Member	
14	Mr.P.Manikanta	Alumni	Member	
15	Mr. P Srinivas Rao (17MH5A0509)	Parent	Member	

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Ref: ACOE/AC/2018-19/ATR

Dt. 03-05-2019

ACTION TAKEN REPORT (ATR) OF ACADEMIC COMMITTEE AY 2018-19

As per the suggested perspective plan by the academic committee action taken report is given below.

Sl. No	Department	Name of the activity	Title of the Programme	Conducted Date	Status	Evidence
1	Civil Engineering	Syllabus / Curriculum	Academic Syllabus	2 Semesters	Completed	https://www.jntuk.edu.in/academic-calendars-for-b-tech-and-b-pharm-for-2018-19-academic-year/
		Workshops	A one day Workshop on "Light emission concrete"	27/03/2019	Conducted	Link Doc
			A one day Workshop on "CONSOLIDATING CONCRETE"	15/01/2019	Conducted	Link Doc
			A one day Workshop on "Sustainable urban transport planning"	08/08/2018	Conducted	Link Doc
		Certificate Programs	A Certificate course on "ANSYS SOFTWARE"	13/11/2018 to 18/11/2018	Conducted	Link Doc
			A Certificate course on "Analysis of STAAD PRO SOFTWARE in Foundation"	20/03/2019 to 25/03/2019	Conducted	Link Doc
2	Electrical & Electronics Engineering	Syllabus / Curriculum	Academic Syllabus	2 Semesters	Completed	https://www.jntuk.edu.in/academic-calendars-for-b-tech-and-b-pharm-for-2018-19-academic-year/



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		Workshops	Workshop on "Advanced Control Systems"	21/05/2019	Conducted	Link Doc
		Guest lectures	Guest lecture on "Renewal Energy & Modern Trends in metering"	22/09/2018	Conducted	Link Doc
			Guest lecture on "Advances in Electric Drives"	28/06/2018	Conducted	Link Doc
		Certificate Programs	Certificate Course on "PLC SCADA"	16/07/2018 to 21/07/2018	Conducted	Link Doc
			Certificate Course on "Internet of Things (IOT)"	03/12/2018 to 08/12/2018	Conducted	Link Doc
3	Mechanical Engineering	Syllabus / Curriculum	Academic Syllabus	2 Semesters	Completed	https://www.jntuk.edu.in/academic-calendars-for-b-tech-and-b-pharm-for-2018-19-academic-year/
		Workshops	Workshop on "Productive Life Cycle Management of Automotive Vehicles- An Industry Perspective"	23/04/2019	Conducted	Link Doc
		Seminar	Industrial Automation and Turbo Machinery	19/09/2018	Conducted	Link Doc
		Certificate Programs	Certificate Course on "CFD"	12/11/2018 to 17/11/2018	Conducted	Link Doc
			Certificate Course on "Solid works"	12/03/2019 to 16/03/2019	Conducted	Link Doc



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4	Electronics & Communication Engineering	Syllabus / Curriculum	Academic Syllabus	2 Semesters	Completed	https://www.jntuk.edu.in/academic-calendars-for-b-tech-and-b-pharm-for-2018-19-academic-year/
		Workshops	"Internet of things & its applications on Signal Processing"	06/06/2018 to 08/6/2018	Conducted	Link Doc
			Workshop on "Research in Engineering"	06/11/2018 to 14/11/2018	Conducted	Link Doc
		Seminars	Seminar on "IPR for Students and Faculty Members"	10/01/2019	Conducted	Link Doc
			Seminar on Role of "IPR and Innovation Management for Academia – Industry Collaboration"	03/12/2018	Conducted	Link Doc
		Certificate Programs	Certificate course on "CAD TOOLS FOR VLSI"	27/08/2018 to 01/09/2018	Conducted	Link Doc
			Certificate course on "TELECOM / WIRELESS NETWORKS"	21/01/2019 to 28/01/2019	Conducted	Link Doc
			Certificate course on "SYSTEM DESIGN USING RASPBERRY PI"	19/11/2018 to 24/11/2018	Conducted	Link Doc
5	Computer Science and Engineering	Syllabus / Curriculum	Academic Syllabus	2 Semesters	Completed	https://www.jntuk.edu.in/academic-calendars-for-b-tech-and-b-pharm-for-2018-19-academic-year/



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		Seminar	Seminar on "RADAR SYSTEMS & APPLICATIONS"	23-9-2016	Completed	Link Doc
		Certificate Program	Certificate course on "PCB DESIGN AND FABRICATION"	14-11-2016 to 19-11-2016	Completed	Link Doc
			Certificate course on "INTERNET OF THINGS"	20-02-2017 to 25-02-2017	Completed	Link Doc
5	Computer Science and Engineering	Syllabus / Curriculum	Academic Syllabus	2 Semesters	Completed	https://www.jntuk.edu.in/academic-calendars/
		Workshop	A Three Day Workshop on "BIG DATA"	22-08-2016 to 24-08-2016	Completed	Link Doc
		Seminar	A Seminar on "Image Processing"	05-07-2017	Completed	Link Doc
		Certificate Program	Certificate course on "CCNA"	25-07-2016 to 30-07-2016	Completed	Link Doc
			Certificate course on "Data Base Design using ORACLE"	21-11-2016 to 26-11-2016	Completed	Link Doc
			Certificate course on "PYTHON PROGRAMMING"	16-01-2017 to 21-01-2017	Completed	Link Doc
6	Petroleum Technology	Syllabus / Curriculum	Academic Syllabus	2 Semesters	Completed	https://www.jntuk.edu.in/academic-calendars/
		Workshop	Workshop on "Chemical Process Calculations"	16-09-2016 to 17-09-2016	Completed	Link Doc
		Certificate Program	A Certificate course on "MATLAB Simulation Software"	25-06-2016 to 30-06-2016	Completed	Link Doc
			A Certificate course on "Reservoir Studies using Tec Plot Simulation"	15-05-2017 to 20-05-2017	Completed	Link Doc



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7	Master of Business Administration	Syllabus / Curriculum	Academic Syllabus	2 Semesters	Completed	https://jntuk.edu.in/wp-content/uploads/2018/06/All-Academic-Calendars-for-MBA-2018-19.pdf
		Workshops	A Workshop on "Women Entrepreneurship"	12/02/2019	Conducted	Link Doc
		Certificate Programs	A Certificate course on "Tally"	06/08/2018 to 11/08/2018	Conducted	Link Doc
			A Certificate course on "Production and Inventory Management"	12/11/2018 to 17/11/2018	Conducted	Link Doc
8	Humanities & Basic Sciences	Syllabus / Curriculum	Academic Syllabus	2 Semesters	Completed	https://www.jntuk.edu.in/academic-calendars-for-b-tech-and-b-pharm-for-2018-19-academic-year/
		Certificate Programs	Certificate Course on "Personality Development"	13/11/2018 to 17/11/2018	Conducted	Link Doc
			Certificate Course on "Life Skills"	12/03/2019 to 16/03/2019	Conducted	Link Doc
		Seminars	A Seminar on "Importance of IPR To Protect The Engg Inventions"	27/12/2018	Conducted	Link Doc

K M K Reddy
Convener-AC



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