



SHADAN COLLEGE OF ENGINEERING AND TECHNOLOGY

Affiliated to JNTUH | Approved by AICTE, New Delhi | Permitted by TS Govt.

HimayatSagar Road, Peerancheru, Hyderabad, Telangana

2017-2018

24-05-2018

MINUTES OF THE MEETING

With reference to the circular dated on 23rd, May 2018, the DAC assembled in the Department Meeting Room for addressing and reviewing the following agenda.

Agenda :

- Reviewing the analysis of Department Curriculum syllabus Academic Year of 2017-18.
- Identifying the gaps.
- Action to be taken for Identified gaps,

During the meeting the following members were present

S.N	Name of the faculty	Designation	Department
1	Dr. Md. Ateeq Ur Rahman	Convener	CSE
2	Dr. G. Sridhar	Member	CSE-HOD
3	Dr. Sirajuddin Mohammed	Member	IT-HOD
4	Amer Ali Khan	Member	EEE-HOD
5	MD Iliyas	Member	ECE-HOD
6	Ravinder Nilanker	Member	MECH-HOD
7	MD Abdul Qadeer	Member	CIVIL-HOD
8	Mr. M. Ikramullah Amaan	Member	MBA-HOD
9	DR. MD.Nizam	Member	S&H - HOD

The following points were discussed during the meeting and the minutes were recorded as below, 1. The committee members discussed reviewed the analysis of the department curriculum/syllabus.

2. The committee members discussed about the feedback analysis of the same.

3. The members conversed on identify gaps based on the analysis.

4. The following actions were proposed to be taken for the identified gaps.

5. The following actions were proposed to be taken for the Student's feedback.

s.	Course Year	Course Title	Identified Gap
1	111-1	engineering Geology	execution of Different Plans and elevations using AutoCAD
2	11-1	Survey	Surveying with GPS, Total station and terrestrial laser scanner
3	IV-I	pavement Design/ transport engineering	alterative Pavement materials

Action to be taken:

The feedback of the students helped the institution to add practical teaching methodologies, industrial visits, as a part of curriculum to help the student's improve their technical persona.

6. The following actions were proposed to be taken for the parent's feedback.

Action to be taken:

The feedback of the parents promoted the institution to add-on internships, industrial visits. into the curriculum to help shape the students technical persona, as per the requirements and wishes of the parents.

7. The following actions were proposed to be taken for the Alumni feedback.

Action to be taken:

The opinion of the Alumni and the benefits that they had derived ,helped the institution to focus on the lacunae in the syllabus, and add-on through extra and indepth practical explanations.

8. The following actions were proposed to be taken for the Employer feedback.

Action to be taken:

Based on this feedback, it was felt that more emphasis should be given to training

programs as per the latest technologies in the market.

Copy to

- The Director
- o The Principal

G. S. da
HOD - 1

PROFESSOR & HEAD
Department of CSE & IT
Phadan College of Engineering & Technology
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College Code : 98



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Minutes of Academic Council Meeting held on 19-06-2017

With reference to the circular dated 17-06-2017, members of Academic Council assembled in Principal Office for addressing and reviewing the agenda,

The following members attended the meeting:

S. No.	Name of the faculty	Designation	Department
1.	DR MD Ateeq urRahaman	Convener	CSE
2.	Jaya Deva	Principal	Principal
3	Dr.M.A.Qadeer	Member	CIVIL
4	Prof. Amer Ali Khan	Member	EEE
5	Dr.Naseeb Khan	Member	MECH
6	Dr. Mohammad Iliyas	Member	ECE
7	Dr. Sridhar Gummalla	Member	CSE
8	Dr. Mohammed Sirajuddin	Member	IT

The decisions taken during the meeting are as follows:

1. Decision is taken to prepare files for NBA accreditation for Civil Engineering and Electronics and Communication Engineering Departments.
2. Department wise perspective plan should be prepared and submitted to IQAC on or before 30 June 2017.
3. Decision taken on C111Ticulum planning is approved and is decided to implement.
4. Department wise Academic Calendar as per University Academic Calendar for two semesters is to be prepared and submitted to IQAC on or before 30th June 2017.
5. Academic activities like Timetables, Course Files, and Lesson Plans should be prepared and submitted to IQAC on or before 30th June 2107.

6. Decision is taken that to organize field trips and Technical activities such as workshops & seminars for all departments.
7. Decision is taken to Conduct National and International Conferences Department wise.
8. Improvement in Physical and Library facilities & maintenance of academic facilities should be made.
9. Conduction of Value added and Vocational Educational Training courses for students as per the perspective plan,
10. To organize career counselling sessions for the students as per the perspective plan
11. Committee has approved to Implement of e-governance
12. Effectiveness of various bodies/cells/committees should be evident through MOM and implementation of their resolutions should be taken
13. To Conduct Social welfare activities for safety and security as per the perspective plan.
14. Schedule of tentative Guest Lectures/Workshops, Extra-Curricular and Sports events to be initiated as per the perspective plan.
15. Decision has taken that to Appoint new Faculty as per the requirement of Departments.
16. Approved to Organize Orientation Program for the First year students in forthcoming Academic Year 2017-2018.
17. Research Activities has to be made regularly.
18. Decision taken to make MOUs with companies.
19. The identified gaps to be bridged by including them in the content beyond syllabus.
20. The feedback from Alumni will be analyzed and remedial actions to be taken.
21. Plan for Extra Curricular activities on regular basis for the upliftment of the students.
22. Implementation of Certificate and Add-On Courses for Academic Year 2018-19.
23. Submission of the perspective plan for the approval of the Governing Council of the college.

As there were no more points for discussion the meeting was concluded.



Md. Husein
PRINCIPAL

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20-11-2017

The following members attended the meeting:

S. No.	Name of the faculty	Designation	Department
1.	DR MD Ateeq urRahaman	Convener	CSE
2.	Jaya Deva	Principal	Principal
3	Dr.M.A.Qadeer	Member	CIVIL
4	Prof. Amer Ali Khan	Member	EEE
5	Dr.Naseeb Khan	Member	MECH
6	Dr. Mohammad Iliyas	Member	ECE
7	Dr. Sridhar Gummalla	Member	CSE
8	Dr. Mohammed Sirajuddin	Member	IT

The decisions taken during the meeting are as follows:

1. The identified gaps to be bridged by including them in the content beyond syllabus.
2. The feedback from Alumni will be analysed and remedial actions to be taken.
3. Plan for Extra Curricular activities on regular basis for the upliftment of the students.
4. Implementation of Certificate and Add-On Courses for Academic Year 2018-19.
5. Submission of the perspective plan for the approval of the Governing Council of the college.
6. Review of progress on minutes of previous meeting.
7. Decision taken that Procurement of LMS resources should be as per perspective plan.
8. Academic activities like Timetables, Course Files, and Lesson Plans should be

prepared and submitted to IQAC on or before 2nd Dec 2017.

9. Decision is taken to Conduct Guest Lecture/Workshops, Extracurricular and Sports events as per the perspective plan.

10. Decision is taken to organize field trips and technical activities such as work shop & seminars as perspective plan.

11. Improvement in Physical and Library facilities & maintenance of academic facilities should be made.

12. Decision had taken to initiate Alternative energy

13. To Conduct Social welfare activities for safety and security as per the perspective plan.


14. Addressal of Anti Ragging and Grievance issues should be resolved.

15. Decision taken to make MOUs with companies.

16. Research Activities has to be made regularly.

As there were no more points for discussion the meeting was concluded.




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22-01-2018

The following members attended the meeting:

S. No.	Name of the faculty	Designation	Department
1.	DR MD Ateeq urRahaman	Convener	CSE
2.	Jaya Deva	Principal	Principal
3	Dr.M.A.Qadeer	Member	CIVIL
4	Prof. Amer Ali Khan	Member	EEE
5	Dr.Naseeb Khan	Member	MECH
6	Dr. Mohammad Iliyas	Member	ECE
7	Dr. Sridhar Gummalla	Member	CSE
8	Dr. Mohammed Sirajuddin	Member	IT

The decisions taken during the meeting are as follows:

1. The identified gaps to be bridged by including them in the content beyond syllabus.
2. The feedback from Alumni will be analyzed and remedial actions to be taken.
3. Plan for Extra Curricular activities on regular basis for the upliftment of the students.
4. Implementation of Certificate and Add-On Courses for Academic Year 2018-19.
5. Submission of the perspective plan for the approval of the Governing Council of the college.
6. The committee deliberated on the result analysis of the odd semester and Action plan was discussed to provide remedial measures for the failed students.

7. To be ready with all files for NBA Peer Team visit which is in the month of February for the departments of Civil Engineering and Electronics and Communication Engineering?
8. The amount of participation by students and the success of the social welfare activities were reviewed.
9. The committee decided to approve permission for faculty to attend outside college Conference Seminars etc.
10. The committee instructed to implement the new guide lines constituted by NAAC.

As there were no more points for discussion the meeting was concluded.



Md. Atiq
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23-04-2018

The decisions taken during the meeting are as follows:

1. The Committee conversed about the different Internship Programmes Pre-final Year students.
2. The Committee Scrutinized The MoUs And The Proposed Placements For the Final Students,
3. Reports and Feedback on the Workshop/conference/FDP conducted were analysed by the Committee.
4. The final output of different R&D Activities Executed was examined.



Md. J. H.
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