Minutes of the Meeting of Governing Body

Date: 21/01/2023   **Venue: CMR Engineering College**   **Mode: Online**
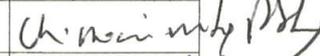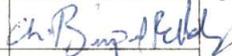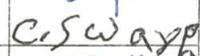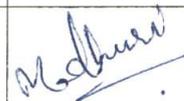
Members Present

S. No.	Name of the member	Designation and official address	Category	Signature
1	Sri Ch. Srisailam Reddy	Secretary & Correspondent	Chairman	
2	Sri Ch. Narasimha Reddy	Chairman	Member	
3	Sri.Ch. Bhoopal Reddy	Vice-Chairman	Member	
4	Smt.Ch. Swarupa	Management Member	Member	
5	Smt.Ch. Sruthi	Management Member	Member	
6	Prof L.P.Purohit	(Nominee of the UGC, New-Delhi)	Member	
7	Dr. B.Rama Devi	Prof of Chemistry, JNTUH (Nominee of the Affiliating University)	Member	
8	Mrs. MadhuriChitrala	Senior Software Engineer EPAM Systems (Industrialist / Technologist / Educationalist)	Member	
9	Nomination is Awaited	(Representative from Commissioner of Technical Education)	Ex-Officio	
10	Dr. A. Srinivasula Reddy	Principal	Member-Secretary	
11	Dr.K.V.Reddy	HOD(H&S), CMREC Faculty Member at the level of Professor	Member	
12	Dr. C. Syamsundar	HOD Mechanical, CMREC Faculty Member at the level of Associate Professor	Member	
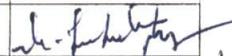
Agenda for the Meeting

1. **Review of Previous Meeting – and approval action taken report of Previous GOB(2022-2023)**

2. **Review of academics and Curricular Aspects**
   a) Discussion and Approval of Academic Council and BOS MOMs forRevision of curriculumR22.
   b) Coverage of the Syllabus, Labs and their revision.
   c) Extension and appointment of Principal and Faculty RATIFIED by JNTUH in the year 2022
   d) Faculty Recruitment as per norms for new courses.
   e) List of faculty resigned to be deleted from AICTE portal
   f) Project Exhibitions, Orientation Classes for B. Tech 1 year students.
   g) List of Activities conducted like(FDP, Guest Lecture, Conference, Workshops, Hackathons, Industrial visits, Extra and Co-curricular activities. (Pl Attach the count list)
   h) Events by Incubation Center, Entrepreneurship Celebration, Internships at T-hub, J-Hub activities.
   i) Implementation of Add-on courses.

3. **Teaching-Learning Process**
   a) Design of Exclusive tools for Student's feedback about the facilities in the college in all aspects like Teaching methods/Modes, Labs, Library and other Amenities.
   b) Feedback about the faculty, about the subjects, cooperation, Mentoring etc.
   c) Innovative Teaching Methods, Improvement of ICT Facility, Guest Lecture, Workshop and other activities Conducted.
   d) Monitoring system for Mentor-Mentee
   e) Pedagogical changes in implementation of Course Delivery
   f) Finding the Gap analysis in Stake holder feedback for curriculum design
   g) Faculty FDP, NPTEL, Course-era and other certifications.
   h) Implementation of ESSAP

4. **Budget and Finance**
   a) Annual budget for dept proposals
   b) Infrastructure and Facilities as per new norms and Regulations (Rain water Harvesting, Green Campus, Energy Audit etc)
   c) Books related to syllabus, Journals and any other books related to latest topics and about labs.
   d) Furniture and space required as per AICTE/JNTUH norms.
   e) Lab Equipment over and above curriculum(including Newly approved Courses)
   f) Office stationary& Sports requirements
   g) Policy for providing TA/DA expenses to Participant in various programs and Appreciation of rewards for winners.
   h) Scholarship, Studentships, Medals, Awards to Academic Toppers and Sports winners

1. Review of Previous Meeting _____ and action taken report of Previous (2010/2022-2023)

2. Review of Academics and Curriculum _____
   a) Discussion and Approval of _____ B.Com and B.S. MOMs for conduction of curriculum 2023
   b) Coverage of the Syllabus Learning shortfalls _____
   c) Extension and admission _____ Please _____ results BA/BS/TDD for the _____ during 2023
   d) Faculty Recruitment _____ current colleges _____
   e) List of books to be procured _____ _____ Mention _____
   f) Project Exhibitions/Orientation _____ for B. Tech/ _____
   g) Activities conducted like DP, Guest Lecturing, Conference, Workshop, Industrial visit etc. figure and _____ wise. Attach the event list
   h) Review how various Career, Entrepreneurship, Leadership, Internships etc. Library activities
   i) Implementation of ASK programme

3. Teaching-Learning Process
   a) Use of Innovative tools for Student's insight about the facilities in the college in all aspects like Teaching methodologies, Labs, Library and other Activities.
   b) Feedback about the faculty, and the subjects Comprehension, Attentiveness, innovative Teaching Methods, Improvement of ICT Facility, Career Guidance, Workshop and other activities conducted.
   c) Monitoring system for Mentor – Mentee.
   d) Suggestion/changes in implementation of Choice Electives.
   e) Taking the Opportunity in act to bolder feedback the programme about non-academic DP, NPTEL Courses etc and other certifications.
   f) Implementation of ISSA.

4. Budget and Finance
   a) Annual budget for dept proposal.
   b) Infrastructure and Facilities as per new norms and Regulation. eg: Project, Discussing Green Campus concept with facilities.
   c) Books related to syllabus, Journal, and beyond syllabus related to latest topics etc about labs.
   d) Furniture and space audit _____ AC, TV, Bench, Fan etc.
   e) Lab Equipment etc and _____ maintained as the revolving nature of course.
   f) Office stationary _____ Maintenance.
   g) Budget for providing TA/DA expenses to participate in various programme and Appreciation of teachers etc.
   h) Scholarship, Stipulation _____ Awards, _____ Aptitude, Toppers and Slow learners.

5. **Accreditation and Approval process**
   a) Approvals of AICTE and JNTUH 2023-2024
   b) Introduction of new course/ Closer of programmes/ Reduction intake – If any
   c) Revision of Vision & Mission in view NBA/NACC/Autonomous
   d) Applying NBA accreditation for IT dept
   e) Applying accreditation for NAAC
   f) Documentations & ISO.
   g) Participation in all Rankings(NIRF, ARIIA and Private Ranking agencies)
   h) Review about AQAR and submission 2021-2022

6. **Research and Development**
   a) List of the Faculty those who have registered for PhD with the topics in each department.
   b) MOU's with the Industries and various projects carried out in departments.
   c) Research Support (Publications & Patents), increasing the No. of Consultancy projects and funding proposal to all schemes.
   d) Plan of Activities for IIC, MIC, MSME, EDC, CGC, IIIC, SAC etc.
   e) Renewal of Professional body memberships
   f) Reimbursement/Incentives for Publications, Patents, Books and IPR.
   g) Certification Course with model Curriculum for Working Professional.
   h) Expansion of Research and Resource Centre in new block

7. **Placement and Training Strategies**
   a). No. of Training planned yearwise
   b). Company specific Training
   c). Promotion of College Activities (News Letter, Magazine, Social Media etc)
   d). Certification training program for faculty& Students.

8. **Examinations & Evaluations Reforms as per Norms**
   a).Expansion of Infrastructure
   b). Review of Result Analysis, Improvement of Result (Strategy to be identified), and Target of University Rank holder
   d). Policy for Question paper setting and exam evaluations.

9. **IQAC Resolutions**
   a). Restructure of organization & functioning bodies(Cells/Committees)
   b). Academic & Administrative Audit
   c). Best practices
   d) Academic Audit report reviews
   e). All Statutory and Non Statutory body MOMs Reviews

10. **Organizational Polices, Service Rules, HR Policies and Welfares.**
    a).Code of conduct.
    b).Welfare Policy

11. Any other matters with the approval of the chair

<u>Minutes of the Meeting</u>

- ❖ Sri Ch. Srisailam Reddy, Chairman of the Governing Body has welcomed the members of the Council. The agenda for the meeting was proposed by Member Secretary Dr. A. Srinivasula Reddy, Principal of the college. The Governing Body has discussed the following points and accepted.

- ❖ Dr. A. Srinivasula Reddy briefed the Governing Body on appointment of himself as the Principal &Professor of EEEw.e.f. 18th Dec 2022, based on the ratification order received from the JNTU University Hyderabad.
- ❖ Principal gave a brief overview of the programmes offered in CMREngineering College and apprised the body about the status pertaining to, NIRF, ARIIA, IIC Ranking, NAAC, NBA Accreditations, Autonomous Status, ResearchCenters, Sports, Infrastructure, and other facilities.

ITEM No.1: Review of Previous Meeting

- ➢ The Governing Council Members have reviewed the contents of the previous council meeting and checked the details of implementation of proposed actions. The members have expressed their satisfaction about the actions taken in timely manner.

ITEM No.2: Review of academics and Curricular Aspects

- ➢ The Committee Members Reviewed the Board of Studies (BOS) and Academic Council MOMs,expressed their views and thanked all the HoDs for the successful completion of syllabus preparation (R22) for 1st and 2^{nd}years.
- ➢ The Committee Members Suggested Re-Constitution/Extension of Governing Body/Academic Council/Board of Studies members for their tenure in compliance with university norms.
- ➢ The Members have reviewed the report of the activities and events conducted during the academic year 2022-23, and have expressed satisfaction for the effortsput-forth for roping in eminent resource persons from industry and reputed institutes for the conduction of the activities and events.
- ➢ The Members of the Governing Body have resolved to recruit new Faculty members to maintain better Student-Faculty Ratio of 1:15 in all the departments.
- ➢ The Members have also permitted recruitment of the EEE/ECE Faculty to teach B.Tech CSE program as per the Norms of AICTE/UGC.

ITEM No.3: Teaching-Learning Process

- ➢ The Members have reviewed the Academic results of 2022-2023 and suggested to take necessary action in order to improve the results in the forthcoming semester/year with specified targets. The members further suggested to undertake pedagogical

14. Any other matters with the Approval of the Chair.

<u>Minutes of the Meeting</u>

Sri CZ Srinath Reddy, Chairman of the Governing Body has welcomed the members of the Council. The same after the motion, was proposed by Member Secretary Dr. A. Srinivasulu Reddy, Principal of the college. The Governing Body has discussed the following points and so speaks.

Dr. A. Srinivasulu Reddy briefed the Governing Body, on appointment of himself as the Principal & Professor of IT from 19th Dec 2022, based on the ratification order received from the JNTU University, Hyderabad.

One not gave a brief overview of the performances offered in PMR operating college and informed the body about the status pertaining to NIRF, NBA, UG ranking, NAAC, NPA Accreditations, Autonomous Status, Research grants, Sports, infrastructure, and other facilities.

ITEM No.1: Review of Previous Meeting

The Governing Council Members have approved the contents of the previous meeting motion, and observed the details of implementation of proposed actions. The members have expressed their satisfaction about the actions taken in timely manner.

ITEM No. 2: Review of academics and Curricular Aspects

The Committee Members, Review of the Board of Studies (BOS) and Academic Council (MOM) expressed their views and thanked all the HoDs for the successful completion of syllabus in operation (I...) for 1st and 2nd years.

The Committee Members, suggested the constitution/revision of Governing Body/Academic Council/Board of Studies members for their tenure in compliance with university norms.

The Members have reviewed the report of the activities and events conducted during the academic year 2022-23 and have expressed satisfaction for the effort put in for bringing in eminent resource persons from industry and reputed institutes for the conduction of the activities and events.

The Members, of the Governing Body have decided to recruit new faculty members to maintain better Student-Teacher Ratio (STR) in all the departments.

The Members, have also promised recruitment of the required faculty for each & 1 Feb CSE program as per the norms of AICTE/UGC.

ITEM No. 3: Teaching / Academics etc.

The Members have reviewed the available results of 2022-2023 and suggested to take necessary action to improve the results in the forthcoming academic year with specified targets. The members, further suggested to undertake periodical

initiatives for the implementation of innovative methods in teaching and learning with effective assignments and projects.

- The Committee suggested to improve the effective feedback mechanism in teaching methods/Modes, Labs, Library, Amenities including Mentoring system. They also advised to identify the curricular Gaps and its analysis from stake-holders feedback for Preparation of new Regulations (R22).
- The members have suggested for conduction ofcertification courses and assisting the students in completing certification courses in various fields for better global acceptance.
- Prof L.P. Purohit Sir, suggested implementing the MOOCS courses for all years.
- Prof L.P. Purohit Sir has mentioned to make the internship mandatory for all the students as per the guideline of AICTE. Mrs. Ramadevi madam suggested to approach BITS Hyderbad campus for the MOU in order to offer better Internship for students.

ITEM No.4: Budget and Finance

- The Budget Proposals of all the Departments for the academic year 2023-24 have been discussed and approved with suggestions like verifying the needs in various departments and for maximizing the utilization of resources. The approved budget has been shown in the Table 1.

Table 1: approved budget for the academic year 2023-24

S.No.	Items	Approved Budgeted in 2023-24
1	Infrastructure Built-Up	25,000,000.00
2	Library	3,364,000.00
3	Laboratory equipment	10950000.00
4	Laboratory consumables	1000000.00
5	Teaching and non-teaching staff salary	210000000.00
6	Maintenance and spares	1220000.00
7	R&D	4900000.00
8	Training and Travel	5900000.00
9	Software	2600000.00
10	Miscellaneous Expenses *	0
11	Others, specify	43350000.00
12	Total	308284000.00
		Excluding Salary

amenities for the implementation of reforms in teaching and learning with effective assessment practices.

2. The Committee suggested to improve the curriculum for teaching methods in teaching methods. Motae Library... online teaching services. They also agreed to identify the renewable courses and its analysis from students feedback for improvement over a semester.

3. The members have suggested to select design of curriculum reading and selecting the students in completing curriculum courses to various fields for better global exposure.

Prof. ... further suggested regarding the VLSI & courses for all years. Prof. ... Senthil Sir has proposed to make the curriculum mandatory for all the students as per the practice of AICTE. Mrs. Ramadevi to give suggestion to approach higher studies courses for the JTO of vocationally include for students.

Budget Allotment Approved

1. The budget proposals for all the Departments for the academic year 2023-24 have been discussed and approved with suggestions for satisfying the needs of various departments and for maximizing the utilization of resources. The approved budget has been shown in the below.

Table: approved budget for the academic year 2023-24

S. No	Items	Approved Budget in 2023-24
1	Infrastructure build-up	25,000,000.00
2	Library	3,500,000.00
3	Laboratory equipment	4,000,000.00
4	Laboratory consumables	1,000,000.00
5	Teaching and non-teaching staff salary	31,000,000.00
6	Maintenance and Spares	1,200,000.00
7	R & D	1,900,000.00
8	Training and Travel	5,000,000.00
9	Software	2,400,000.00
10	Miscellaneous Expenses	0
11	Others specify	4,250,000.00
12	Total	103,100,000.00
		Excluding Salary

- ➤ The Committee have approved the new policy for providing TA/DA expenses to participants in various programs and provide rewards tothe winners. Financial supports in form of Scholarship, Studentships, Medals, and Awards to Academic Toppers and Sports winners are proposed to be awarded.
- ➤ The Committee have approved to increase the student counts for applying the free-ships and Scholarship from CMR Educational Society.

ITEM No.5: Accreditation and Approval process

The Governing Council Members have suggested in going for additional intake/New Courses, if any provision given in AICTE Approval Hand Book 2023-2024.

CMR Engineering College shall apply for increased intake for the following courses
New / Increase in Intake:

Si No	Course	Existing Intake 2022-2023	Existing Intake 2023-2024	Status
	Option-1			
1	B.Tech-Electronics and Communication Engineering	120	180	Increase Intake
2	B.Tech-Computer Science Engineering	240	360	Merger with IT Dept(# IT Intake 120)
3	B.Tech-Information Technology	120	0	Merger with B Tech CSE
4	PG- Master of Business Administration	0	60	New Course
	Option-2			
1	B.Tech-Information Technology	120	180	Increase Intake
2	B.Tech-Computer Science Engineering	240	300	Increase Intake
3	PG- Master of Business Administration	0	60	New Course
4	B.Tech-Information Technology	120	0	Merger with B Tech CSE
	Option-3			
1	B.Tech-Computer Science Engineering	240	360	Merger with IT Dept(# IT Intake 120)
2	B.Tech-Information Technology	120	180	Increase Intake
3	PG- Master of Business Administration	0	60	New Course

The Committee has approved for applying NBA for the IT Branch. They have also reviewed AQAR of the institution for the ensuing academic year and given suggestions for improvements. The Committee greeted the institution for achievementsin obtainingNIRF and ARIIA Ranking and goodwishes for the upcoming years.

ITEM No.6: Research and Development

- ➤ The Members of the Council have agreed for new policy with increased Reimbursement/Incentives for Publications, Patents, Books and IPR.

- The Governing Council Members have emphasized on Research and Development activities and suggested to conduct qualitative activities and events for the faculty and students. They have also suggested to increase the quality of publications/Patent/Book Chapters and apply funding proposals to various funding agencies like DST,SERB, AICTE, DRDO, etc.
- The Chairperson suggested to improve the industry institution interaction by increasing number of Activities in IIC, MIC, MSME, EDC, CGC, IIIC, and SAC by signing MOU's with different organizations. They have also advised to increase the Government skill development trainingprograms such as PMKVY, NSQF, etc.
- The Committee approved the Expansion of Research and Resource Centre/IDEA lab in the new block.
- Prof L.P. Purohit Sir, suggested to encourage the Faculty members to register forPh.D program in Govt institutions. Institute may provide Sabbatical leave to the faculty members for pursuing PhD, so that they will be motivated. He also mentioned to use of the existing R&D infrastructure effectively.
- Dr. Ramadevi insisted to motivate faculty members to apply funding from the TEQIP.

ITEM No.7: Placement and Training Strategies

- The Governing Council Members have gone through the placement records and stressed in developing the standards of Placements and Training. They have emphasized to increase Mini & Major Projects in collaboration with reputed industries. The students are to be encouraged to go for more Industrial Internships.
- The GOB has given suggestion to promote the College Activities by increasing the News Letters, Magazine, and Social Media Blogs for attraction of reputed industries for perception building of the institution.
- The Committee has suggested to take steps in increasing the Median Salary Package range from 5.5 lakhs to 7 lakhs in the coming years.

ITEM No.8: Examination & Evaluation Reforms as per Norms

- The Committee have suggested to enhance the freedom of choosing more electives through Choice Based Credit System (CBCS) in all the branches so that the students will get more choices to learn various courses. The committee has suggested to strictly follow the examination reforms and evaluation as per the directions of the University without deviations. Further, the committee insisted to follow the Blooms Taxonomy in preparation of question papers. The committee members have suggested to implement MOOCs courses wherever is possible.
- The GOB has approved to withdraw the revaluation policy since double valuation is being followed and approved the introduction of the challenge valuation. The committee have appreciated the policy of awarding Marks with Moderation and grafting approved by JNTUH.

➢ The GOB has approved the New Education Policy (NEP) w.r.t to the Norms of the Affiliated University.

ITEM No.9: IQAC Resolutions

➢ The committee has discussed and reviewed the Organizational, Governances, Service Rules and HR Policies. The committee expressed their satisfaction about the policies. Further, the committee has insisted to conduct the Academics Audit on regular basis with follow up actions.

➢ The Committee has further suggested restructuring of all Non-Statutory bodies by including newly joined faculty members.

➢ The Committee has recommended increasing in the number of PG courses in coming years.

➢ Academic & Administrative Audit reports have been reviewed.

➢ Best practices in the college have been reviewed.

➢ All Statutory and Non Statutory body MOMs have beenreviewed

The Meeting concluded with thanks….