

**Research and Development
Committee
Minutes of Meeting
Academic Year
2023-2024**

KRISHNA CHAITANYA INSTITUTE OF TECHNOLOGY AND SCIENCES:: MARKAPUR

CIRCULAR

Ref. No. KITS/Admn/EST/R&D/2023-2024/CIR-01

Date: 23-09-2023

It is informed that, the Research and Development Cell (R&D) meeting will be held on 28-09-2023 at 2:00 PM in the R&D Discussion Room. All the members are requested to attend the meeting.

The agendas of the meeting are as follows.

1. NAAC- SSR DVV Files Preparation
2. R&D Activities during period April 2023 to September 2023.
3. To discuss the Encouraging and Motivating to Staff and Students for Research Activities.
4. To awareness the faculty about upcoming Research schemes/Projects and funding agencies.
5. To discuss the Proposal for Consultancy Activities
6. To discuss the Policy Formulations and Implementation.
7. Any other item with the permission of the Chair.



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DEVARAJUGATTU(VIII) 523 320
Peddaraveedu(Mdl), Prakasam Dist.**

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1. Secretary & Correspondent for Kind Information
2. All HODs of the Departments
3. Administrative Officer
4. All other members of Research and Development Cell (R&D)
5. Notice Board
6. File



RESEARCH AND DEVELOPMENT CELL MINUTES OF THE MEETING

Ref: KITS/R&D/2023-2024/MOM-01

Date: 28-09-2023

The Minutes of Research and Development (R&D) meeting held at 03:00 PM on 28th September 2023 in the R&D Discussion Room.

Members of the Committee:

S. No	Name	Designation	Role	Signature
1	Dr. V. Krishna Reddy	Principal	Chairman	
2	Dr. SK Althaf Hussain Basha	Professor & Head Dept. of CSE	R&D Coordinator	
3	Dr. P Prasanna Murali Krishna	Professor, Dept. of ECE, and Training & Placement Officer	Member	
4	Dr. J V Anil Kumar	Professor, Dept. of CSE	Member	
5	Dr. Ch. Kannam Naidu	Professor, Dept. of Civil Engineering	Member	
6	Dr. J V Ramana Reddy	Associate Professor, Dept. of H&S	Member	
7	Mr. B Ajantha Reddy	Associate Professor, Dept. of ECE	Member	
8	Mr. B Suresh	Associate Professor, Dept. of EEE	Member	

The Chairperson of R&D Cell welcomed all the members to the meeting briefed about agenda. The following points were discussed to improve the performance of Students and Faculty.

Agenda:

1. NAAC- SSR DVV Files Preparation
2. R&D Activities during period April 2022 to September 2022.
3. To discuss the Policy Formulations and Implementation.
4. To discuss the Encouraging and Motivating to Staff and Students for Research Activities.
5. To awareness the faculty about upcoming Research schemes/Projects and Funding agencies.
6. To discuss the Proposal for Consultancy Activities
7. Any other item with the permission of the Chair.

Resolution/ Discussion:

1. Decide to prepare R&D files for SSR for NAAC DVV purpose. The IQAC coordinator was instructed by the R&D chairman, to initiate NAAC cycle 2 SSR work with the support of all HODs and Faculty.
2. Discussed about Online FDP's and Workshops conducted by the institute and Online FDP's/Workshops/STTPs/Webinars/Conferences/ Seminars attended by the faculty members and students and decided to collect all data relating to Online activities during period May to September 2022.
3. Research and Development (R&D) activity policy formulation will be defined based on the strategic plan, proposed activities and will be implemented said by Principal. All the Research terminology will incorporated and presented in the progressive meeting.
4. All the committee members are discussed about to encouraging and motivating to Staff and Students for Research Activities in reputed Journals / Conferences proceedings papers publications.
5. Decided to awareness upcoming Research Project/Schemes from various Agencies UGC, AICTE, SERB, DST, CISR etc., to the department faculty members.

6. All the committee members are asked to find nearby industries in their field of interest to do the Consultancy work and Activities

7. Dr. J V Ramana Reddy, Associate Professor, department of H&S asked with the permission of R&D Chairman to conduct workshops and Faculty Development Programmes (FDP's) and Conferences with Virtual mode for the benefit of the students and faculty members. All the committee members also welcomed his suggestion.

Meeting was ended with vote of thanks by the R&D Coordinator.


R&D Coordinator 28/09/2023


Principal

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CIRCULAR

Ref. No. KITS/Admn/EST/R&D/2023-2024/CIR-02

Date: 22-01-2024

It is informed that, the Research and Development Cell (R&D) meeting will be held on 31-01-2024 at 2:00 PM in the R&D Discussion Room. All the members are requested to attend the meeting.

The agendas of the meeting are as follows.

1. NAAC- Inspection Files Preparation
2. R&D Activities during period October 2023 to January 2024
3. To Review on Students Projects of Current final year students.
4. To give awareness about importance of Faculty Patents and Patent filing.
5. To give awareness about importance of Faculty Publications in UGC Care List Journals, SCI, Scopus and WoS
6. To give awareness and encourage about the Student Publications.
7. Any other item with the permission of the Chair.


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KRISHNA CHAITANYA INSTITUTE OF TECHNOLOGY & SCIENCES

Devarajugattu (Post), Peddaraveedu (Mandal), Prakasam Dist. - 523 320.
(Approved by A.I.C.T.E., New Delhi, & Affiliated to JNTUK, Kakinada)
NAAC ACCREDITED INSTITUTION

RESEARCH AND DEVELOPMENT CELL MINUTES OF THE MEETING

Ref: KITS/R&D/2023-2024/MOM-02

Date: 31-01-2024

The Minutes of Research and Development (R&D) meeting held at 03:00 PM on 31th March 2023 in the R&D Discussion Room.

Members of the Committee:

S. No	Name	Designation	Role	Signature
1	Dr. V. Krishna Reddy	Principal	Chairman	
2	Dr. SK Althaf Hussain Basha	Professor of CSE Dept. of CSE	R&D Coordinator	
3	Dr. P Prasanna Murali Krishna	Professor, Dept. of ECE and Training & Placement Officer	Member	
4	Dr. J V Anil Kumar	Professor & Head, Dept. of CSE	Member	
5	Dr. Ch. Kannam Naidu	Professor, Dept. of Civil Engineering	Member	
6	Dr. J V Ramana Reddy	Associate Professor, Dept. of H&S	Member	
7	Mr. B Ajantha Reddy	Associate Professor Dept. of ECE	Member	
8	Mr. B Suresh	Associate Professor, Dept. of EEE	Member	

The chairperson of R&D welcomed all the members to the meeting briefed about agenda. The following points were discussed to improve the performance of Students and Faculty.

Agenda:

1. NAAC Inspection Files Preparation
2. R&D Activities during period October 2023 to January 2024
3. To Review on Students Projects of Current final year students.
4. To give awareness about importance of Faculty Patents and Patent filing.
5. To give awareness about importance of Faculty Publications in UGC Care List Journals, SCI, Scopus and WoS
6. To give awareness and encourage about the Student Publications.
7. Any other item with the permission of the Chair.

Resolution/ Discussion:

1. Decide to prepare R&D files for DVV Clarification Files for NAAC purpose. The IQAC coordinator was instructed by the R&D chairman, to initiate NAAC cycle 2 work with the support of all HODs and Faculty.
2. Discussed about Online FDP's and Workshops conducted by the institute and Online FDP's/Workshops/STTPs/Webinars/Conferences/ Seminars attended by the faculty members and students and decided to collect all data relating to Online activities during period October 2022 to March 2023.
3. As the IV-II Semester is going to be completed, the R&D Chairman asked all the HOD's about action plans to be taken for completion of students projects. The department HODs are instructed to form Project Review Committee (PRC) with the senior faculty of the department and sent the same to Principal's office.
4. All the members are advised for the encouraging, motivating and provides awareness to Faculty members to publish Patents Journals and Patent filing.

5. All the members are advised for the encouraging, motivating and provides awareness to Faculty members to publish research papers in UGC Care List Journals, Scopus and WoS publications..
6. All the members are advised for the encouraging students to publish research papers in reputed Journals and conferences proceedings.
7. Dr. P Prasanna Murali Krishna, Professor, department of ECE asked with the permission of R&D Chairman to conduct workshops and Faculty Development Programmes (FDPs) /Conferences with Virtual mode and off line mode for the benefit of the students and Faculty Members . All the committee members also welcomed his suggestion.

Meeting was ended with vote of thanks by the R&D Coordinator.


R&D Coordinator 27/01/2024


Principal

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