

**Research and Development
Committee
Minutes of Meeting
Academic Year
2020-2021**

KRISHNA CHAITANYA INSTITUTE OF TECHNOLOGY AND SCIENCES:: MARKAPUR

CIRCULAR

Ref. No. KITS/Admn/EST/R&D/2020-2021/CIR-01

Date: 20-08-2020

NOTIFICATION

Sub: Composition of Research and Development Cell Committee -KITS

The Research and Development Cell of KITS, Markapur is constituted for the academic years 2020-21 and 2021-22 with the following composition as per the norms.

S. No	Name	Designation	Role
1	Dr. V. Krishna Reddy	Principal	Chairman
2	Dr. Y Bala Rama Krishna Rao	Professor of EEE	R&D Coordinator
3	Dr. P Prasanna Murali Krishna	Head, Dept. of ECE, Training & Placement Officer	Member
4	Dr. Ch. Kannam Naidu	Professor of CE	Member
5	Dr. J V Ramana Reddy	Associate Professor of H&S	Member
6	Mr. M Gnana Vardhan	Associate Professor of CSE & Head	Member
7	Mr. B Ajantha Reddy	Associate Professor of ECE	Member
8	Mr. B Suresh	Associate Professor of EEE	Member


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2. All HODs of the Departments
3. Administrative Officer
4. All other members of Research and Development Cell (R&D)
5. Notice Board
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CIRCULAR

Ref. No. KITS/Admn/EST/R&D/2020-2021/CIR-02

Date: 26-08-2020

It is informed that the Research and Development Cell (R&D) meeting will be held on 28-08-2020 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. ISO Certificate and NAAC AQAR Files Preparation
2. R&D Activities during May 2020 to August 2020.
3. To awareness the faculty about upcoming Research schemes/Projects and funding agencies.
4. To discuss the Proposal for Consultancy Activities
5. To discuss the Policy Formulations and Implementation.
6. To discuss the Encouraging and Motivating to Staff and Students for Research Activities.
7. Any other item with the permission of the Chair.


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RESEARCH AND DEVELOPMENT CELL MINUTES OF THE MEETING

Ref: KITS/R&D/2020-2021/MOM-01

Date: 28-08-2020

The Minutes of Research and Development (R&D) meeting held at 03:00 PM on 28th August 2020 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. Y Bala Rama Krishna Rao	Professor & Head, Dept. of EEE	R&D Coordinator	
3	Dr. P Prasanna Murali Krishna	Head, Dept. of ECE, Training & Placement Officer	Member	
4	Dr. Ch. Kannam Naidu	Professor, Dept. of Civil Engineering	Member	
5	Dr. J V Ramana Reddy	Associate Professor Dept. of H&S	Member	
6	Mr. M Gnana Vardhan	Associate Professor & Head, Dept. of CSE	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. ISO Certificate and NAAC AQAR Files Preparation
2. R&D Activities during May 2020 to August 2020
3. To awareness the faculty about upcoming Research schemes/Projects and funding agencies.
4. To discuss the Proposal for Consultancy Activities
5. To discuss the Policy Formulations and Implementation.
6. To discuss the Encouraging and Motivating to Staff and Students for Research Activities.
7. Any other item with the permission of the Chair.

Resolution/ Discussion:

1. Decide to prepare R&D files for ISO Certificate and NAAC AQAR Files purpose. The IQAC coordinator was instructed by the R&D chairman, to initiate ISO Certificate and NAAC AQAR Files 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 last six months period .
3. Decided to awareness upcoming Research Project/Schemes from various Agencies UGC, AICTE, SERB, DST, CISR etc., to the department faculty members.
4. All the committee members are asked to find nearby industries in their field of interest to do the Consultancy work and Activities.
5. 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.

6. 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.

7. Mr. M Gnana Vardhan, Associate Professor and Head, department of CSE asked with the permission of R&D Chairman to conduct workshops and Faculty Development Programmes (FDP's) 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


Principal

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CIRCULAR

Ref. No. KITS/Admn/EST/R&D/2020-2021/CIR-03

Date: 15-05-2021

It is informed that, the Research and Development Cell (R&D) meeting will be held on 19-05-2021 at 3:00 PM in the Principal office. All the members are requested to attend the meeting.

The agendas of the meeting are as follows.

1. NAAC- AQAR Files Preparation
2. To awareness the faculty about Research schemes and Funding agencies.
3. To awareness and encourage about the Student Publications.
4. To discuss the policy of promotion of research activities.
5. To review on students projects of current final year students.
6. To awareness the student and faculty community COVID-19 Pandemic
7. Any other item with the permission of the Chair.


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RESEARCH AND DEVELOPMENT CELL MINUTES OF THE MEETING

Ref: KITS/R&D/2020-2021/MOM-02

Date: 19-05-2021

The Minutes of Research and Development (R&D) meeting held at 03:00 PM on 19th May 2021 in the Virtual mode via ZOOM App.

Members of the Committee:

S. No	Name	Designation	Role	Signature
1	Dr. V. Krishna Reddy	Principal	Chairman	
2	Dr. SK Althaf Hussain Basha	Professor, Dept. of CSE	R& D Coordinator	
3	Dr. P Prasanna Murali Krishna	Head, Dept. of ECE, Training & Placement Officer	Member	
4	Dr. Ch. Kannam Naidu	Professor , Dept. of CE	Member	
5	Dr. J V Ramana Reddy	Associate Professor, Dept. of H&S	Member	
6	Dr. J V Anil Kumar	Professor, Dept. of CSE	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- AQAR Files Preparation

2. To awareness the faculty about Research schemes and Funding agencies.
3. To awareness and encourage about the Student Publications.
4. To discuss the policy of promotion of research activities.
5. To Review on Students Projects of Current final year students.
6. To Awareness the student and faculty community COVID-19 Pandemic
7. Any other item with the permission of the Chair.

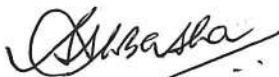
Resolution/ Discussion:

1. Decide to prepare R&D files for AQAR 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. It was proposed to arrange a lecture to aware the faculty about Research and Funding Agencies by the experts of national reputation. The Committee members have decided to enhance the research activities in the institution. The R&D Chairman informed that the college management is ready to support the faculty in all the ways for acquiring Projects.
3. All the members are advised for the encouraging students to publish research papers in reputed Journals and conferences proceedings.
4. Discussed in detailed to disseminated policy manual of the promotion of research among faculty and students.
5. 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 from Project Review Committee (PRC) with the senior faculty of the department and sent the same to Principal's office.

6. As the COVID-19 virus is spreading in our neighboring country China, the committee members have decided to instruct all the faculty members and students to take sufficient precautions such as wearing masks, cleaning hands and maintaining social distances.
7. Dr. P Prasanna Murali, HOD department of ECE and TPO asked with the permission of R&D Chairman to conduct workshops and Faculty Development Programmes (FDPs) with Virtual mode for the benefit of the students. All the committee members also welcomed his suggestion.

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



R&D Coordinator



Principal

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