

KRISHNACHAITANYA INSTITUTE OF TECHNOLOGY & SCIENCES:: MARKAPUR

CIRCULAR

Ref. No. KITS/Admn/EST/CAC/67/2018-19

17-01-2019

It is informed that, the Academic Council Meeting will be held on 18-01-2019 at 03:00 PM in college at Principal Office.

All the members are requested to attend the meeting.

The agendas of the meeting are as follows.

1. To review on the class work for the next semester classes.
2. To organize FDPs with APSSDC , ICT academy
3. To review on Projects, Placements of current Final Year Students.
4. Tutorial hours and remedial classes
5. JNTUK FFC visit
6. To organize an International Conference in Multi Disciplinary.
7. Any other item with the permission of the chair.


17/1/2019
PRINCIPAL

**PRINCIPAL
KRISHNA CHAITANYA INSTITUTE
OF TECHNOLOGY & SCIENCES
DEVARAJUGATTU(VIII) 523 320
Peddaraveedu(Mdl), Prakasam Dist.**

Copy to:

1. Secretary and Correspondent for Kind Information
2. All HODs of the Departments
3. Administrative Officer
4. All other members of Academic Council
5. File



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

ACADEMIC COUNCIL MEETING

Date: 24-01-2019.

Minutes of academic council meeting held at 03:00 PM on 18th January 2019 in the college at Principal Office.

Members of the Committee:

| S. No | Name | Designation | Role | Signature |
|-------|-------------------------------|---|-------------------------|-----------|
| 1 | Dr. V. Krishna Reddy | Principal | Chairman | |
| 2 | Mr. K. Rajasekhar | Head, Dept. of CIVIL | Member | |
| 3 | Prof. Y. V. Bala Rama Krishna | Head, Dept. of EEE & IQAC Coordinator | Member | |
| 4 | Prof. K. Srinivas | Head, Dept. of MECHANICAL & Coordinator-Academics | Coordinator & Member | |
| 5 | Dr. P Prasanna Murali Krishna | Head, Dept. of ECE, Training & Placement Officer | Member | |
| 6 | Mr. M Gnana Vardhan | Head, Dept. of CSE | Member | |
| 7 | Mr. P. Rama Mohan | Head, Dept. of H&S | Member | |
| 8 | Mr. B. Prabhakar Rao | Administrative Officer | Member | |
| 9 | Dr. P. Srinivasa Rao | Incharge, Exam Cell | Member | |

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

Agenda :

To review on the class work for the next semester classes.

Resolution:

As the even semester classes are to be conducted in a few weeks, the HODs are asked to give details of requirement of faculty, if any. Also, the CAC chairman informed the HODs that the college chairman was advised to recruit more Ph.D faculty in all the departments. Discussed about all the requirements for the smooth running of next semester classes.

Agenda 2:

To organize FDPs with APSSDC , ICT academy

Resolution:

It is discussed to organize more faculty development programmes in the next 6 months for the benefit of faculty and students. As, the institution is already collaborated with APSSDC and ICT academy, the HODs are instructed to plan for the same according to the JNTUK academic calendar.

Agenda 3:

To review on Projects, Placements of current Final Year Students.

Resolution:

As the IV-II semester is going to be completed, the CAC chairman asked the Training and Placement officer (TPO) about the action plans to be taken for placements and all the HODs also shared their views to improve the placements.

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.

Agenda 4:

Tutorial hours and remedial classes

Resolution:

All the HODs are informed to monitor the Tutorial hours according to the time table. Further HODs are requested to make time table for remedial classes for slow learners for improvement in the pass percentage.

Agenda 5:

JNTUK FFC visit

Resolution:

The JNTUK FFC visit may be in a few months. Hence all the departments HODs are informed to be ready with necessary documents to make success of JNTUK visit. Also, the CAC chairman suggested the Administrative Officer to go through once the Accounts section, Faculty salaries and annual budget etc. The Exam Section in charge was also suggested by the principal to review the data of the recent years. The committee members have decided to conduct internal academic audit before the visit of FFC.

Agenda 6:

To organize an International Conference in Multi Disciplinary (may or June).

Resolution:

It is resolved by deciding to organize at least one International Conference in the month of May or June on the topic of Multidisciplinary Engineering and Technology with the collaboration of IEFRP. In this connection, All the HODs have been nominated Dr. P. Prasanna Murali Krishna , HOD, ECE Dept. as the Convener for the conference.

Agenda 7:

Any other item with the permission of the chair.

Resolution:

Mr. M. Gnana Vardhan, HOD department of CSE asked with the permission of CAC chairman to conduct more Personality Development Programmes for the benefit of the students. All the committee members also welcomed his suggestion.

Meeting was ended with vote of thanks by the Academic Coordinator.

**Coordinator
(Academics)**



Principal

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