VIGNAN'S INSTITUTE OF INFORMATION TECHNOLOGY (Autonomous)

(Approved by AICTE,New Delhi& Affiliated to JNTUK, Kakinada)

Duvvada, Visakhapatnam, Andhra Pradesh, India-530049

DEPARTMENT OF COMPUTER SCIENCE AND ENGINEERING

Ref: CSE/DDC/2019-20/1

Date: 04-11-2019

CIRCULAR

All the members of DDC and Faculty members are hereby informed to attend Department Development Committee (DDC) meeting scheduled on 07-11-2019.

Timing: 2:00 PM-4:00 PM

Venue: HoD Chamber

Agenda:

1. Academic & research areas

2. Industry institute interaction (MOU)

3. Coaching for competitive examination

4. Development of department library and lab

5. Any other item, with permission of chair

Note: Please attend without fail

(Mr. Ch. Sekhar)

Member secretary

Copy to:

1) Members of DDC

2) All faculty members

3) Principal office

4) IQAC office

5) DDC File

(Dr. Debnath Bhattacharyya)

Chairperson

HOD-CSE

Vignan's Institute of Information Technology (A)

Duvvada, Visakhapatnam-530 049, A.P.

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DEPARTMENT OF COMPUTER SCIENCE AND ENGINEERING

Ref: CSE/DDC/2019-20/1

Date: 7-11-2019

MINUTES OF MEETING

The convener conducted a meeting with all the members of DDC on 7-11-2019 at 02:00 PM in the CSE-HoD Chamber and discussed the following points.

Members Present in the meeting

S. No.	DDC Members	Role	Designation & Organization
1	Dr. Debnath Bhattacharyya	Chair person	Professor, Department of CSE, VIIT(A)
2	Mr. B. Dinesh Reddy	Member	Associate Professor, Department of CSE, VIIT(A)
3	Dr. E Laxmi Lydia	Member	Professor, Department of CSE, VIIT(A)
4	Dr. N. Thirupathi Rao	Member	Associate Professor, Department of CSE, VIIT(A)
5	Mrs. G. Prasanna Priya	Member	Assistant Professor, Department of CSE, VIIT(A)
6	Mr. S Naga Mallik Raj	Member	Assistant Professor, Department of CSE, VIIT(A)
7	Ms. S. Lavanya-16L31A0538	Member	Student, Department of CSE, VIIT(A)
8	Mr. Ch. Aravind 17L31A0594	Member	Student, Department of CSE, VIIT(A)
9	Mr.Ch.Sekhar	Member secretary	Assistant Professor, Department of CSE, VIIT(A)

Points Discussed

1. Welcomed all the members for the meeting and discussed agenda of the meeting.
2. Chairperson discussed about department progression in A.Y 2018-19.
3. Chairperson discussed about academic and research plan for current academic year.
4. Faculty should prepare lesson plan along with complete course file for new VR-17 regulation for third year subjects along with CO-PO mapping.
5. Faculty should submit their published paper to R&D department before beginning of academic year.
6. Campus corporate connect (CCC) training should be given to students for industry exposure and placements assistance.
7. It is decided to identify Slow learners should conduct remedial classes for them
8. It is decided that Students should complete at least one value added course in academic year.
9. It is decided to give competitive coaching for interesting students on aptitude and reasoning.
10. Department library to be updated with more books of VR-17 regulations third year subjects.
11. Faculty requirement for next semester to be put forth.

(Mr. Ch. Sekhar)

Member secretary

(Dr. Debnath Bhattacharyya)

Chairperson
HOD-CSE
Vignan's Institute of Information Technology (A)
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DEPARTMENT OF COMPUTER SCIENCE AND ENGINEERING

Ref: CSE/DDC/2019-20/2

Date: 02-03-2020

CIRCULAR

All the members of DDC and Faculty members are hereby informed to attend Department Development Committee (DDC) meeting scheduled on 04-03-2020

Timing: 2:00 PM-4:00 PM

Venue: HoD Chamber

Agenda:

1. Academic & research areas

2. Industry institute interaction (MOU)

3. Coaching for competitive examination

4. Development of department library and lab

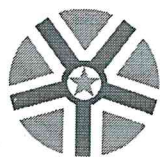**Note:** Please attend without fail.

(Mr. Ch. Sekhar)

Member secretary

(Dr. Debnath Bhattacharyya)

Chairperson

HOD CSE
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DEPARTMENT OF COMPUTER SCIENCE AND ENGINEERING

Ref: CSE/DDC/2019-20/2   Date: 04-03-2020

MINUTES OF MEETING

The convener conducted a meeting with all the members of DDC on 04-03-2020at 02:00 PM in the CSE-HoD Chamber and discussed the following points.

Members Present in the meeting

S. No.	DDC Members	Role	Designation & Organization
1	Dr. Debnath Bhattacharyya	Chair person	Professor, Department of CSE, VIIT(A)
2	Mr. B. Dinesh Reddy	Member	Associate Professor, Department of CSE, VIIT(A)
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DEPARTMENT OF COMPUTER SCIENCE AND ENGINEERING

Points Discussed

1. Welcomed all the members for the meeting and discussed agenda of the meeting.
2. Chairperson discussed about resolution progression of A.Y 2018-19.
3. It is advised to all research guides to thoroughly check entire project report before submission to DRC.
4. Slow learners should be given extra backlog classes for respective subjects.
5. Student feedback should be collected and submitted to IQAC in stipulated time period
6. Based on student feedback on faculty ,respective faculty are advised to learn new teaching learning methodologies
7. It is advised to counselor to counsel students personally and resolve any peer conflict.
8. Class coordinator to strictly monitor student attendance on daily basis.
9. Students should be motivated to participate in extra-curricular activities

(Mr. Ch.Sekhar)

Member secretary

(Dr. Debnath Bhattacharyya)

Chairperson
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