VIGNAN'S INSTITUTE OF INFORMATION TECHNOLOGY (Autonomous)

www.vignaniit.com (Approved by AICTE & Affiliated to JNTUK, Kakinada) Estd – 2002
Re-accredited by NAAC with 'A' Grade (CGPA of 3.41/ 4.00)

MASTER OF COMPUTER APPLICATIONS
Department Development Committee

CIRCULAR

DATE: 02/06/2021.

This is to inform that there will be a meeting on 05ᵗʰJune, 2021 (Saturday) at 10:40am in HOD chamber. All the members are requested to attend the meeting.

Agenda of the meeting:

- Projects
- Student counselling to be conducted
- Research publications
- Training And Placements
- Guest Lectures planning
- Value Added Courses
- FDPs

HOD-MCA
VIGNAN'S INSTITUTE OF
INFORMATION TECHNOLOGY
VISAKHAPATNAM-46

To

All the DDC members

Copy: Rector Office

Principal Office

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MASTER OF COMPUTER APPLICATIONS
Department Development Committee

Minutes of the Department Development Committee

DATE: 05/06/2021.

The meeting with reference to the circular which was passed on 2nd june 2021, and held on5th june 2021. The following points were discussed.

- Encourage the faculty and students to do research work and publish good papers in conferences and journals.
- Counselling for the slow learners and backlog students have to be conducted.
- Provide training to the final year students based on SWOT (Strength, Weaknesses, Opportunities and Threads) analysis.
- Guest Lectures from Industry / University/Colleges has to be conducted.
- Students have to enroll for VAC
- Activities to enhance students skill development has to be conducted.

Members List:

S.No	Name of the person	Designation	Status of the person	Signature
1	Dr.B.Prasad	Prof	Chair person	
2	Mrs.A.Sirisha	Asst prof	Member	
3	Ms.K.G.Prasanthi	Asst prof	Member	
4	Mrs.Padma Mohan	Asst prof	Member	
5	Mr.K.Lokesh	Asst prof	Member	
6	P.Lakshmi Manasa	20L31F0032	Student Member	
7	G.Vasanth Babu	20L31F0021	Student Member	

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MASTER OF COMPUTER APPLICATIONS
Department Development Committee

CIRCULAR

DATE: 03/12/2021.

This is to inform that there will be a meeting on 06th Dec, 2021 (Monday) at 11:00am in HOD chamber. All the members are requested to attend the meeting.

Agenda of the meeting:

- Outcome of the previous meeting
- Projects
- Faculty development programs
- MOOCS / SWAYAM / COURSE-ERA
- Training And Placements
- Workshops / seminars / guest lecturers
- Students Result Analysis
- Industrial Visit Planning

03\12
HOD-MCA

To

All the DDC members

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MASTER OF COMPUTER APPLICATIONS
Department Development Committee

Minutes of the Department Development Committee

DATE: 06/12/2021.

The meeting with reference to the circular which was passed on 3rd December 2021, and held on 6th December 2021. The following points were discussed.

Outcome:-

- Internal and External training completed for relieving students.
- CRT sessions for final year students has been conducted.
- Conducted Lectures by Industry Expert.
- Conducting counselling for Slow Learners.
- Conducted an Industrial Visit.

Record Note of Discussions:-

- Society related projects and various project expo's are going to be conducted.
- Registration of faculty for various FDP's.
- Faculty and students have to enroll for online courses.
- Workshops and seminars has to be conducted.
- Codechef, Hackathon for Advanced Learners to be organised.

Members List

S.No	Name of the person	Designation	Status of the person	Signature
1	Dr.B.Prasad	Prof	Chair person	
2	Mrs.A.Sirisha	Asst prof	Member	
3	Ms.K.G.Prasanthi	Asst prof	Member	
4	Mrs.Padma Mohan	Asst prof	Member	
5	Mr.K.Lokesh	Asst prof	Member	
6	G.Suma	20L31F0033	Student Member	
7	G.Prasanna	20L31F0026	Student Member	