

Date: 18-12-2024

MINUTES OF 1st ACADEMIC COUNCIL MEETING (ONLINE)

The 1st Academic Council Meeting was conducted on Dt.:18-12-2024 online from 11:00 A.M onwards.

1 Members Present:

1. Dr. M. Vijaya Sekhara Babu, Principal & Chairman of Academic Council
2. Dr. G. Padmaja Rani, Professor of Physics Department and Director of Evaluation, JNTUK Kakinada
3. Dr. B. Balakrishna, Professor of ME Department and Director, Academic Planning, JNTUK Kakinada
4. Dr. A. Swarna Kumari, Professor of ME Department, UCEK, JNTUK, Kakinada
5. Mr. K. Venkata Setarama Rao, Chief GM & Officer in Charge, GAIL, AP
6. Dr. G.S.R.K.G. Ranga Rao, Professor & HoD of Forensic Medicine & Toxicology and Chief Casualty Medico-Legal Expert, KIMS, Amalapuram, AP
7. Dr. N. Leelavathy, Dean, Academic Affairs, GGU, Rajahmundry, AP
8. Dr. U. Vinod Kumar, Control of Examinations, Professor, HoD - MCA, GEC(A)
9. Dr. V.R.V. Winson, Professor, HoD - HBS, GEC (A)
10. Mr. M. Sreenivasu, Associate Professor, HoD - IT, GEC (A)
11. Dr. T. Srinivas, Professor, HoD - ECE, GEC (A)
12. Mr. P. Poorna Mohan, Associate Professor, HoD - ME, GEC (A)
13. Mrs. Ch. Archana, Associate Professor, CSE, GEC (A)
14. Mrs. G. Srujana (PhD), Associate Professor, ECE, GEC (A)
15. Mr. P. Sasi Kumar (PhD), Associate Professor, CSE, GEC (A)
16. Mr. D. Ramesh (PhD), Assistant Professor, CSE, GEC(A)

2 The following members requested for leave of absence

1. Dr. M. Sreenivasa Rao, Director (Administration), GIET Institutions
2. Dr. T. Jayananda Kumar, Principal and Professor in ME, GIET (A), Rajahmundry
3. Mr. K. Nagaraju (PhD), Associate Professor, HoD - CSE, GEC (A)



3 Welcoming and introduction of the AC members

1. Welcoming the Members
2. Introducing of the Members
3. Presentation of brief profile of the institution
4. Nomination of two subject experts from outside the parent University to the BOS of all the programs.
5. Approve the proposals of the Board of Studies
6. Approval of Curricula and syllabi
7. Approval of Academic Regulations
8. Approval of Academic Calendar
9. Instructional, Examination and evaluation arrangements, methods, and procedures.
10. Any other point.

4 Proceedings/ Minutes

4.1 Welcome Address

The Chairman extended a hearty welcome to the members of the Academic Council (AC) of GIET Engineering College (Autonomous), Rajamahendravaram, for its 1st Academic Council Meeting.

4.2 Nomination for HBS/FED Department

The AC reviewed the nomination of Dr. K. Ravindra, Professor, Department of EEE, JNTUK, Kakinada for subjects in the HBS/FED (Freshman Engineering Department) department and resolved. The BOS chairman of the courses handled by HBS department presented the proceedings of the BOS meeting to the members.

4.3 Discussion on 1st Year B.Tech. Course Structure and Syllabus

The AC Members deliberated on the structure and syllabus for the 1st Year U.G. courses.

4.4 U.G. and P.G. Regulations

There was a discussion about the U.G. (B.Tech) and P.G. (M.Tech in CSE, MCA) regulations. It was suggested to inline the regulations as per JNTUK, Kakinada. All the members welcomed the suggestion to follow the JNTUK regulations.

4.5 Approval of Syllabus, Academic Regulations and Calenders

The Course structure and Syllabus of 1st and 2nd Years of both the semesters, Academic Regulations and the Academic Calenders were approved by the members.

4.6 B.Tech Minor and Honour Courses

The AC Members elaborated the regulations concerning B.Tech Minor and Honour courses, including eligibility criteria, the number of credits required for completion, and the CGPA needed for both regular and lateral entry (LE) students. Dr. B. Balakrishna, Professor of ME Department and Director, Academic Planning highlighted the importance the points that are coming up from the University.

4.7 MOOCs/NPTEL/SWAYAM Online Courses

The AC Members highlighted the importance of MOOCs, NPTEL, and SWAYAM online courses for both UG and PG students.

4.8 Meetings and Frequency:

It was suggested that an offline meeting be conducted after the 1st-year semester-end examinations, with a minimum of two meetings to be held each academic year.

4.9 APAAR and Digilocker Registrations

Dr. G. Padmaja Rani, Director of Evaluation, JNTUK enlightened on APAAR and Digilocker registrations and the approaching deadline i.e., 31-12-2024 for completing registrations. Madam also recommended preparing a presentation slide regarding these registrations in the next AC meeting.

4.10 Exam Section Nominee Meeting

The AC Members proposed conducting a meeting with the exam section nominee from JNTUK, Kakinada, before the release of the results and again before the announcement of the revaluation results.

4.11 Results Submission Format

It was emphasized that all results should be sent to the university in the prescribed format only.

4.12 Marks Memos and Digilocker

Dr. G. Padmaja Rani, Director of Evaluation, JNTUK advised to update the credits immediately on the Digilocker portal, after submitting the results data to the university.

4.13 Department Name on Marks Memos

The marks memos should include the full name of the department along with its specialization.

4.14 Attendance and Credit-Based Promotion

The AC Members discussed student attendance, credit-based promotion to higher semesters, as well as the condonation and detention system.

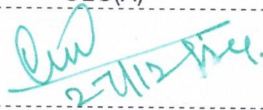
4.15 Semester-End Examinations and Digital Evaluation

The AC Members discussed the conduction of semester-end examinations, paper setting, and the digital evaluation process. Members requested for offline meeting after conducting the end examinations and before the evaluation of the scripts.

4.16 Vote of Thanks:

All the points in the agenda were thoroughly discussed along with other points mentioned above in the meeting. The external members acknowledged the meeting and expressed their support for the institution. The Chairman extended a vote of thanks to all members and the meeting was concluded.

--	--	--

		 27-12-24
Prof. G. Padmaja Rani, Professor of Physics Department and Director of Evaluation, JNTUK Kakinada	Prof. B. Balakrishna Professor of ME Department and Director, Academic Planning, JNTUK Kakinada	Prof. A. Swarna Kumari, Professor of ME Department, UCEK, JNTUK Kakinada
		
Dr. M. Sreenivasa Rao, Director, GIET Institutions	Mr. K. Venkata Setarama Rao, Chief General Manager & Officer in Charge, GAIL's Natural Gas Pipeline Network in the AP State.	Dr. G S R K G Ranga Rao Professor & Head. Dept of Forensic Medicine & Toxicology and Chief Casualty Medico- Legal Expert, KIMS, Amalapuram, AP
		 27/12/24
Dr. T. Jayananda Kumar Principal and Professor in ME, GIET(A), Rajahmundry	Dr. N. Leelavathy, Dean, Academic Planning, Godavari Global University, Rajahmundry, AP	Dr. U. Vinod Kumar, Professor, Department of Computer Science and Engineering, GEC(A).
 27/12/24		
Dr. V.R.V. Winson Professor, Freshman Engineering Department, GEC(A)	Mr. K. Nagaraju, Associate Professor, CSE, GEC(A)	Mr. M. Sreenivasu Associate Professor, IT, GEC(A)
	 27/12/24	 27/12/24
Dr. T. Srinivas Professor, ECE, GEC(A)	Mr. P. Poorna Mohan Associate Professor, ME, GEC(A)	Dr. U. Vinod Kumar, Professor, CSE, GEC(A).
		 27/12/24
Mrs. Ch. Archana Associate Professor, CSE, GEC(A)	Mrs. G. Srujana (PhD) Associate Professor, ECE, GEC(A)	Mr. P. Sasi Kumar (PhD) Associate Professor, CSE, GEC(A)
 27/12/24	 27/12/24	
Mr. D. Ramesh (PhD) Assistant Professor, CSE, GEC(A)	Dr. M. Vijaya Sekhara Babu Principal & Chairman, AC	

- End of the Document -