VIGNAN'S INSTITUTE OF INFORMATION TECHNOLOGY (Autonomous)

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DEPARTMENT OF ELECTRONICS AND COMPUTER ENGINEERING

Department Development Committee

CIRCULAR

DATE: 06/01/2023

This is to informed that there will be a meeting on 6th January, 2023 (Friday) at 10:00am in HOD chamber. I request all of you to attend the meeting without fail.

Agenda of the meeting:

- Workloads& Time tables
- Faculty Research
- Higher Education
- Training And Placements
- COURSERA
- Value Added Courses
- Induction Program For III B. Tech II semester

Head of the Department
Electronics and Computer Engineering
Vignan's Institute of Information Technology (Autonomous)
Visakhapatnam-530 049
HOD-ECM

To

All the DDC members

Copy: Rector Office

Principal Office

Minutes of the Department Development Committee

DATE: 06/01/2023

The meeting with reference to the circular which was passed on 3rdJANUARY 2023, and held on6th JANUARY 2023.

- Workloads and timetables of the III. B.Tech II Semester were discussed and finalized.
- Decided to encourage the faculty and students to do research work and publish papers in conferences and journals.
- Decided to conducted CRT sessions for third year students.
- Since placements have been started, company specific training to be provided for fourth year students.
- Registrations Status of Coursera is reviewed.
- Planned to conduct value added course on "Cloud Computing with Microsoft Azure".
- YUVATARANGA-2K23 Events arrangements.
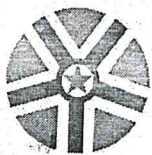
Committee Members:

S.N	Name of the person	Designation	Status of the	Signature
1	Dr. R. Umamaheswari	HoD-ECM	Chairperson	
2	Mrs.M.Kalpana	Assistant. Professor	Member Secretary	
3	Mr.V.Appalaraju	Assistant. Professor	Member	V. Appalaraju
4	Mrs.Y.Jaya lakshmi	Assistant. Professor	Member	
5.	Mrs.G.Arishini	Assistant. Professor	Member	Arshini
6	Mrs.A.Lakshmi deepika	Assistant. Professor	Member	A.b. Deepika
7	Mr. V. Nikhil	20L31A1962	Member	V. Nikhil

Mrs.M.Kalpana

Member secretary

Head
Electronics and Computer Engineering
Vignan's Institute of Information Technology (Autonomous)
Visakhapatnam-530 049

Dr. R.Umamaheswari

Chairperson

Ref: ECE/DDC/2022-23/2

Date: 01-03-2023

CIRCULAR

All the members of DDC and Faculty members are hereby informed to attend Department Development Committee (DDC) meeting scheduled on 06-03-2023 (Monday).

Timing: 1:00 PM-4:00 PM

Venue: VLSI Lab (D22)

Agenda:

1) Review on Action taken report of previous DDC

2) Review on Department progression in the last semester

3) Quality improvement suggestions and initiatives

    a) Curricular aspects.

    b) Teaching - Learning & Evaluation.

    c) Research, Innovations and Extensions.

    d) Infrastructure & Learning Resources.

    e) Student Support & Progression.

4) Any other points with the permission of chairperson

Note: Please attend without fail.

(Mr. S Ravi Kumar)

Member secretary

(Dr. B Prasada Rao)

Chair person

Copy to:

1) Members of DDC

2) All faculty members

3) Principal office

4) IQAC office

5) DDC File

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