



**VIGNAN'S INSTITUTE OF INFORMATION TECHNOLOGY (Autonomous)**

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

Duvvada, Visakhapatnam, Andhra Pradesh, India-530049

**DEPARTMENT MECHANICAL ENGINEERING**

Ref: VIIT/MECH/DDC/2018-19/1

Date: 02-03-2018

**CIRCULAR**

This is to inform that there will be a meeting on 24<sup>th</sup> March, 2018 at 10:30 AM in CAD/CAM Lab (Room No: A01). All the members are requested to attend the meeting.

**Agenda of the meeting:**

- Review of the Minutes of the Meeting of Department Development Committee held on 26-08-2017
- Curricular aspects
- Teaching - learning & evaluation
- Infrastructure & Learning Resources
- Any other points

*L. V. V. Gopal Rao*  
**HOD-ME**

Head of the Department  
Department of Mech. Engg.  
Vignan's Institute Of Information Technology  
Visakhapatnam-530 049

**Copy To**

- All the DDC members
- Rector Office
- Principal Office



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## DEPARTMENT MECHANICAL ENGINEERING

Ref: VIIT/MECH/DDC/2018-19/1

Date: 25-03-2018

### The minutes of the meeting of the Department Development Committee

The Chairman, DDC conducted a meeting with all the members of DDC on 24-03-2018 at 10.30 AM in the CAD/CAM Laboratory (A01) and discussed the following points.

#### Members Present in the meeting

S. No.	DDC Members	Designation	Role	Signature
1	Dr. Dr.LV.Venu Gopal Rao	Professor	Chairman	
2	Dr.S.Kamaluddin	Professor	Member	
3	Dr. B.Sateesh	Professor	Member	
4	Dr. K.S.Raghuram	Associate Professor	Member	
5	Dr.S.Rambabu	Associate Professor	Member	
6	Mr.Ch.Siva Ramakrishna	Associate Professor	Member	
7	Mr. R.Sundara Ramam	Associate Professor	Member	
8	Mr.R.Rudrabhiram	Associate Professor	Member	
9	Mr.B.N.Dhanunjaya Rao	Assistant Professor	Member secretary	

S. No.	Points Discussed
1	Mr. B.N.Dhanunjaya Rao welcomed all the members for the meeting and discussed the agenda of the meeting
2	Chairman, DDC Dr. LV.Venu Gopal Rao discussed the progression of department in the academic year 2017-18
3	Discussed the Quality improvement suggestions and initiatives for the following aspects a) Curricular aspects b) Teaching - learning & evaluation C) Infrastructure & Learning Resources
4	The important suggestion given by the members are listed below: a) Curricular aspects

- All members suggested for curriculum design, feedback have to be taken from stakeholders through online mode. Also suggested feedback should be maintained with minimum four categories of people like students, faculty, alumni and employers
- Dr. B. Sateesh represented the implementation of Internships which will be incorporated from II B. Tech II Sem onwards
- Dr. L.V.Venu Gopala Rao suggested to encourage more number of students for CRT Training in IV B. Tech
- Students are motivated to use Vibration & Acoustic Lab for in-house student projects and research
- The eligibility for student internship is discussed. Dr. K.S.Raghuram suggested IT related internship is only for IT placed students and remaining for core internship companies
- Dr. L.V.Venu Gopala Rao suggested the Hypermesh software to CAD/CAM Laboratory in IV B. Tech

#### **b) Teaching - learning & evaluation.**

- To develop the slow learners, new methods of Teaching-learning processes are recommended especially project based learning.
- Mr. R.Rudrabhiram suggested the importance of Blooms taxonomy and advised to incorporate for all internal assessment tests
- Chairman, DDC briefed the importance of CRCs and advised to conduct CRCs for every 15 Days.
- Members advised to prepare all course files before commencement of semester
- Dr. KS. Raghuram suggested the implementation of Industrial visits to II B.Tech students in summer vacation

#### **c) Infrastructure & Learning Resources**

- Chairman, DDC suggested to use ICT enabled classrooms more effectively
- The class rooms are to be improved as per NBA standards which helps the student to know PO's in curriculum .Dr. B. Sateesh suggested the awareness of NBA to student community through flexes in classroom
- Chairman, DDC ,Dr. L.V.Venu Gopala Rao suggested the upgradation of Vibration & Acoustics lab with new experiments
- Mr. Rudrabhiram identified the damages in class room and lab infrastructure and