

Name of the Meeting	HoDs Meeting	Ref. No.	Intimation / 9 / Email Communication dated March 24, 2022		
Platform	Online	Date	March 24, 2022	Time	03:00 PM – 04:00 PM
Members Present	Director, Mr. Sankar (CSE), Dr. Prasad (ECE), Dr. Krishnam Naidu (EEE), Dr. Naveen (ME), Dr. Suryanarayana (Maths), Mr. Varma (TPO) and Dr. Kalyani, DCoE				

Sl. No.	Points Discussed	Responsibility	Target Date
1	<p><b>Finalization of Dates for the Supplementary Examination for the Students of Semester IV</b></p> <p>a. It is decided to have the dates for the above item during April 3<sup>rd</sup> – 4<sup>th</sup> Week</p> <p>b. The DCoE is requested to release the schedule immediately and ensure that it is uploaded on the website and reach to all the students concerned</p>	DCoE	Immediate
2	<p><b>Coaching Class for the Supplementary Examination</b></p> <p>The undersigned has suggested to focus the following courses where one subject failure are high</p> <p>a. Numerical Methods and Transforms (Dr. NVVVS. Suryanarayana)</p> <p>b. Computer Organization (Mr. Suraj)</p> <p>c. OOPs (Ms. Santoshi / Mr. Visvanatha Reddy)</p> <p>d. EDC (Dr. B. Siva Prasad)</p> <p><b>Actionable Points (HoDs)</b></p> <p>a. Further it is instructed to arrange coaching classes for the students with two model exams before the students appear for the supplementary examinations and it is the responsibility of the concerned teacher to ensure that all are attending the classes. The HoDs are requested to monitor the coaching class very closely and students SHOULD bring the parents even if they miss one class</p> <p>b. The coaching class should start from March 25, 2022, without compromising the quality of curriculum delivery</p> <p>c. The DCoE along with HoD (EEE) is requested to take feedback on the coaching class personally for all the above courses once in three days or four days</p> <p>d. HoDs are requested to share the schedule immediately to the undersigned, please.</p> <p>It will be monitored very closely.</p>	Concerned Faculty, HoD and DCoE	March 25, 2022
3	<p><b>NBA Presentation</b></p> <p>In continuation to the earlier review for NBA, all the concerned HoDs are requested to send the modified presentation having necessary discussion with their team members on Priority, please</p>	HoD (ECE, EEE, ME, CSE) and Dr. Ravi Kiran	Immediate
4	<p><b>Placement as of now and Future Plan for the present 3<sup>rd</sup> Years</b></p> <p>The undersigned has appreciated the TPO team as well as the HoDs for their tired less effort in achieving good and quality placements this year 2022. Further, the TPO is requested to share the</p>	TPO	Immediate

	action plan using Green Stack platform immediately having necessary discussion with Dr. V. Sree Ramamurthy and HoD (CSE)		
5	<b>Internal SIH 2022</b> It is decided to schedule the Internal SIH 2022 on Monday i.e., March 28, 2022	Dr. VSRM (CSE)	March 28, 2022
		Prepared and Approved by The Director, NSRIT	
<b>Note:</b> As the email is circulated through e-mail communication, no need of signature and the minutes may be confirmed through email communications by the members.			