

Minutes of the meeting held on 12/12/2018 in HOD's chamber at 10:30 AM

HOD has invited the committee members and deliberated as per the agenda mailed on 11/12/2018.

Item 1: To consider and provide solutions to the student grievances received by emails, between 19/11/2018 to 11/12/2018.

Academics

a) On behalf of II and III year students, Mr.B.V.Neerav (160070041) and Ms.B.Shanmukhi (170070013) expressed that they have been using printed reports to submit projects. They requested DDC chairman to allow the submission of project reports through online mode like LMS that will save lot of papers. Also they expressed that writing the same content in the observation and the record consuming lot of valuable time.

Resolution: **It is resolved to go ahead with the existing practice of submission of project reports in bound hard copies at end of the sem, downloaded from LMS. It is resolved to recommend to the BOS to consider the submission of Lab records in the manual that will be given to the students at the beginning of each semester through LMS at the end of each Lab session.**

b) Mr.B.V.Neerav (160070041) expressed that Virtual Labs which were carried in the third year 1st semester has not helped us him in gaining any new knowledge. Labs like Gas Power Systems and dynamics of Machines did not help us gain any practical information but also observation and record with the same content was written.

Resolution: **It is resolved to establish the laboratories physically in all the fundamental courses. Virtual Lab can be taken up in the regular class, over and above the list of experiments.**

c) On behalf of III year students, Mr.B.V.Neerav (160070041) expressed that corporate communication skills especially regarding the English division of the subject did not make any help us in acquiring skills and was not taught as per the syllabus. Questions given in the examination and topics are not discussed to the complete in the class room.

Resolution: **It is resolved to request the management to increase the number of faculty in the department of English, to deal English, Corporate communication skills, Reasoning and Aptitude courses. Further it is resolved to suggest the faculty concerned to prepare the syllabus, course handout well before the commencement of classes on par with other courses**

d) On behalf of III year students, Mr.B.V.Neerav (160070041) expressed that course Machine tools and Metrology being discussed in the classroom for much time compared to lab, which did not result in gaining much knowledge and requested to allot more time to the lab than class for practical oriented subjects.

Resolution: **It is resolved to inform the students that laboratory part of that course is included in the skilling course (Manufacturing Technologies) which will be offered in even semester of 2018-19.**

e) Course coordinators handled II year courses(MM-II, TFE-I, DC-I) in the odd semester brought to the notice of the DDC chairman that an average of 60 % of the students have not attempted all the questions in the Sem-In and Sem-End Exams conducted in the odd semester as the no. of questions need to be answered are more in number.

Resolution: It is resolved to explore the possibility of giving flexibility to the course coordinator and his team to set the question paper and the same will be deliberated in BoS to be held on 15/12/2018.

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Non-Academic

f) The projector issue in the room M002A was brought to the department notice several times but was not solved for the entire semester. Please kindly consider this and take necessary action.

Resolution: HOD instructed the Professor In-charge P&D to resolve the problem by 15/12/2018.

g) Many of the computers in the Aerospace lab and in CAD LAB are not working. So please kindly consider this and please take necessary actions such that the computers are ready to use. Insects in the lab in the morning sessions are also been a problem, so please consider this sir.

Resolution: All systems are made to be in working condition, as on 09/12/2018 and the same is given as the outcome of IQAC audit of labs of ME dept held on 12/12/2018, except two systems, which are now under repair at Systems and Technology division.

It is traced that the systems are repeatedly getting problem, because of power fluctuations and intermittent power stoppage, and hence Dean P&D is requested to arrange for UPS for these two labs ASAP.

HOHoD instructed the Professor In-charge P&D to bring the issue of insects and mosquitoes, to the notice of Lab-In-charges and rectify the same by 15/12/2018.

h) Food in the college hostels is not being prepared with proper taste and is also very uncomfortable to eat. So please kindly take necessary actions regarding this.

Resolution: It is resolved to bring the issue to the notice of Associate dean (Hostel) to pay much attention, even some faculty have raised the issues of semi-cooked rice and too oily preparations.

i) Some instruments in thermal lab are not been working and we are not able to perform the experiments on those lab equipments.

Resolution: The issue is resolved by repair/recondition of the equipment.

j) Wi-Fi internet facility in the mechanical block has been a problem which resulted in blocking the server during the English online examinations. So please kindly consider this sir.

Resolution: The problem has been rectified.

Item 2: Long Term and Short term goals of the department and their status as on date, consider and give solutions for further progress.

Resolution: It is resolved to discuss about the Long term and Short term goals in BOS meeting which will be held on 15-12-2018.

Item 3: Preparedness of all academic, research labs for 2018-19 Even semester.

Resolution: It is resolved to conduct research review meeting on every 2nd Wednesday during which all the relevant Academic and Research related issues are to be discussed.

Item 4: ET Facilities and Teaching-Learning aids in department and their present status- Take an account of the same and give suggestions for further improvement.

Resolution: Professor In-charge P&D is assigned with the responsibility to take stock of the situation and necessary measures.

Other items:

1. It is resolved to suggest Dean R&D to compile the data regarding the equipment available in all the departments to take up inter-departmental research. A brief on the scope of utility of each equipment can be furnished. The information may be uploaded in the University website to extend the facility for researchers of other institutions also on chargeable basis. The data is to be updated with subsequent add-ons regularly.
2. Students are to be encouraged to take up fabrication of demonstrable models with the facilities available in the University. They can be displayed on appropriate occasions.
3. Hand sanitizers are to be provided in wash rooms.
4. Dustbins are to be provided in class rooms.
5. Spraying of Pesticides and fogging are to be taken up weekly once in and around the Mechanical block, as mosquitoes and other insects are disturbing the working environment of students and faculty.

The following Members were present:

1. Dr.A.Srinath- HoD ME and Chairman DDC
2. Dr.K.V.Ramana
3. Dr.Y.V.Hanumantha Rao
4. Dr.G.Diwakar
5. Dr.K.V.Narasimha Rao
6. Dr.P.Issac Prasad
7. Dr.G.Murali
8. Dr.Y.Kalyan Chakravarthy
9. Mr.P.N.V.Bala Subramanyam
10. Mr.P.Kasi V Rao

The meeting was concluded at 11:45 AM.

