



St. MARTIN'S ENGINEERING COLLEGE
Dhulapally, Secunderabad

Department of Civil Engineering

2017-2018

Circular

Date: 23/05/2018

Sub: Department Advisory Committee (DAC) meet for analyzing Department Curriculum syllabus of Academic Year of 2017-18 -reg.

This is to inform that there will be a meeting for all Department Advisory Committee members for analyzing the Curriculum syllabus of Academic Year of 2017-2018. The meeting is scheduled on 24-05-2018 at 2.00PM in the Department Seminar hall.

Department Committee Members:

S.NO.	FULL NAME	Designation
1	Dr. Anitha	Professor, HOD
2	Dr.D.Premalatha	Professor
4	Dr. C.Obul Reddy	Professor
5	Dr.T.L.Ramadasu	Professor
6	G.Srinivasa Rao	Associate Professor
7	ShabanaTabassum	Associate Professor
8	Murali Krishna	Associate Professor

Copy To:
Department committee members
Department Notice Board
Principal
Chairman

Anitha K
HOD, CE
HOD
Civil Engineering Department
St. MARTIN'S ENGINEERING COLLEGE
DHULAPALLY, SECUNDERABAD-14.



St. Martin's Engineering College
Dhulapally, Secunderabad
Department of Civil Engineering

2017-2018

24-05-2018

MINUTES OF THE MEETING

With reference to the circular dated on 23rd, May 2018, the DAC assembled in the Department Meeting Room for addressing and reviewing the following agenda.

Agenda :

- Reviewing the analysis of Department Curriculum syllabus Academic Year of 2017-18.
- Identifying the gaps.
- Action to be taken for Identified gaps.

During the meeting the following members were present

S.NO.	FULL NAME	Designation
1	Dr. Anitha	Professor, HOD
2	T.Danumjay	Assistant Professor, RRS Engineering College
3	Dr.D.Premalatha	Professor
4	Dr. C.Obul Reddy	Professor
5	Dr.T.L.Ramadasu	Professor
6	G.Srinivasa Rao	Associate Professor
7	ShabanaTabassum	Associate Professor
8	Murali Krishna	Associate Professor
9	Kishore Varma	Industry expert

The following points were discussed during the meeting and the minutes were recorded as below,

1. The committee members discussed reviewed the analysis of the department curriculum/syllabus.
2. The committee members discussed about the feedback analysis of the same.
3. The members conversed on identify gaps based on the analysis.
4. The following actions were proposed to be taken for the identified gaps.

5. The following actions were proposed to be taken for the Student's feedback.

S. No.	Course Year	Course Title	Identified Gap
1	III-I	Engineering Geology	Execution of Different Plans and elevations using AutoCAD
2	II-I	Survey	Surveying with GPS, Total station and terrestrial laser scanner
3	IV-I	Pavement Design/ Transport engineering	Alternative Pavement materials

Action to be taken:

The feedback of the students helped the institution to add practical teaching methodologies, industrial visits, as a part of curriculum to help the student's improve their technical persona.

6. The following actions were proposed to be taken for the parent's feedback.

Action to be taken:

The feedback of the parents promoted the institution to add-on internships, industrial visits. into the curriculum to help shape the students technical persona, as per the requirements and wishes of the parents.

7. The following actions were proposed to be taken for the Alumni feedback.

Action to be taken:

The opinion of the Alumni and the benefits that they had derived ,helped the institution to focus on the lacunae in the syllabus, and add-on through extra and in-depth practical explanations.

8. The following actions were proposed to be taken for the Employer feedback.

Action to be taken:

Based on this feedback, it was felt that more emphasis should be given to training programs as per the latest technologies in the market.

Copy to

- The Director
- The Principal

Mitha K
HOD, CE

HOD

Civil Engineering Department
St. MARTIN'S ENGINEERING COLLEGE
DHULAPALLY, SECUNDERABAD-14.



St. Martin's Engineering College
Dhulapally, Secunderabad
Department of Civil Engineering

2017-2018

25-05-2018

To,

The Academic Council,

St.Martin's Engineering College,

Dhulapally, Secunderabad.

Sub: Requisition to help in rectification of the gaps found in curriculum syllabus of Academic Year 2017-18-Reg.

Ref: Department Advisory Committee (DAC) Meeting.

Sir,

There was a Department Advisory Committee (DAC) meet for analyzing the Department Curriculum/syllabus on following aspects

- Reviewing the analysis of the Department Curriculum/syllabus.
- Identifying the gaps.
- Action to be taken for Identified gaps.
- Analysis of the feedback received from stakeholders.

In the meeting we had identified gaps in following subjects and we request you to help rectifying the gaps.

S. No.	Course Year	Course Title	Identified Gap
1	III-I	Engineering Geology	Execution of Different Plans and elevations using AutoCAD
2	II-I	Survey	Surveying with GPS, Total station and terrestrial laser scanner
3	IV-I	Pavement Design/ Transport engineering	Alternative Pavement materials

- **The following actions were proposed to be taken for the Student's feedback.**

Action to be taken:

The feedback of the students helped the institution to add practical teaching methodologies, industrial visits, as a part of curriculum to help the student's improve their technical personal.

- **The following actions were proposed to be taken for the parent's feedback.**

Action to be taken:

The feedback of the parents promoted the institution to add-on internships, industrial visits. into the curriculum to help shape the students technical persona, as per the requirements and wishes of the parents.

- **The following actions were proposed to be taken for the Alumni feedback.**

Action to be taken:

The opinion of the Alumni and the benefits that they had derived ,helped the institution to focus on the lacunae in the syllabus, and add-on through extra and in-depth practical explanations.

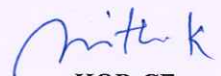
- **The following actions were proposed to be taken for the Employer feedback.**

Action to be taken:

Based on this feedback, it was felt that more emphasis should be given to training programs and personality development classes.

Copy to

- The Director
- The Principal


HOD CE

HOD
Civil Engineering Department
St. MARTIN'S ENGINEERING COLLEGE
DHULAPALLY, SECUNDERABAD-14.



St. MARTIN'S ENGINEERING COLLEGE

Dhulapally, Secunderabad

CONVENING ORDER

ACADEMIC COUNCIL

Academic Year: 2017-2018

The Academic Council is convened with the following members:

S. No.	Name of the faculty	Designation	Department
1	Dr. P. Santosh Kumar Patra	Convener	Principal
2	Dr. Anitha Kalagapurkar	Member	HOD-Civil
3	Dr. K. Shashidhar Reddy	Member	HOD-EEE
4	Dr. S. Anoop Kumar	Member	HOD-MECH
5	Dr.D. R.V.A Sharath Kumar	Member	HOD-ECE
6	Dr.D.B.K.Kamesh	Member	HOD-CSE
7	Dr. R. Ch. Appala Naidu	Member	HOD-IT
8	Dr.Y.Venkat Rangaiah	Member	HOD-MBA
9	Mr.V.Kesava Reddy	Member	HOD-S&H

Frequency of Meeting: Once in a year

Functions and Responsibilities:

1. Framing and revising the curriculum of all academic programs of the college as per the requirements.
2. Providing teaching requirements for completing academic programs.
3. Ensuring discipline amongst the students.
4. Promoting research activity within the college.
5. Making arrangements for conducting examinations, as required.
6. Encouraging students with awards, stipends, scholarships, medals and prizes and so on.
7. Facilitating and supervising the co-curricular activities for the students.
8. Supervising the functioning process of the Central Library of the college.
9. Motivating and guiding students in order to utilize the placement and training activities and interactive sessions.

PRINCIPAL

PRINCIPAL

St. MARTIN'S ENGINEERING COLLEGE
Dhulapally (V), Dundigal-Gandimaisamma (M)
Medchal-Malkajgiri (D), Secunderabad-500100



St. MARTIN'S ENGINEERING COLLEGE

Dhulapally, Secunderabad

Ref: SMEC/ Principal's Office/2017-18/12

Date: 30-05-2018

Circular

The Academic Council meeting will be held on 31-05-2018 at 11.30 AM in college at Principal Office.

All the members are requested to attend the meeting.

The Agenda of the meeting is as follows:

1. Reviewing identified gaps of Curriculum syllabus for Academic Year 2017-18.
2. Action to be taken for bridging the identified gaps.
3. Action to be taken according to the feedback received from stakeholders.

Cc:

[Signature]
Principal
St. MARTIN'S ENGINEERING COLLEGE
Dhulapally (V), Dundigal-Gandimaisamma (M)
Medchal-Malkajgiri (D), Secunderabad-500100

S. No.	Name	Designation
1	Dr.P.Santosh Kumar Patra	Principal
2	Dr. Anitha Kalagapurkar	HOD-Civil
3	Dr. K. Shashidhar Reddy	HOD-EEE
4	Dr. C.V.Reddy	HOD-MECH
5	Dr. Lalith Kumar Kaul	HOD-ECE
6	Dr.D.B.K.Kamesh	HOD-CSE
7	Dr.R.Ch.Appala Naidu	HOD-IT
8	Dr.Y.VenkatRangaiah	HOD-MBA
9	Mr.V.Kesava Reddy	HOD-S&H




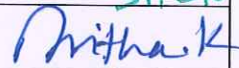

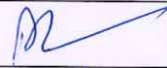
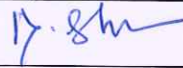
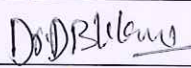

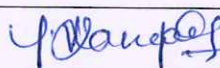
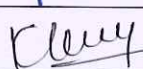
St. MARTIN'S ENGINEERING COLLEGE

Dhulapally, Secunderabad

Minutes of Academic Council Meeting held on 31-05-2018

With reference to the circular dated 30-05-2018, members of Academic Council assembled in Principal Office for addressing and reviewing the agenda.


The following members attended the meeting

S. No.	Name	Designation	Signature
1	Dr.P.Santosh Kumar Patra	Principal	
2	Dr. Anitha Kalagapurkar	HOD-Civil	
3	Dr. K. Shashidhar Reddy	HOD-EEE	
4	Dr. S. Anoop Kumar	HOD-MECH	
5	Dr. D.V.A.Sharath Kumar	HOD-ECE	
6	Dr.D.B.K.Kamesh	HOD-CSE	
7	Dr.R.Ch.Appala Naidu	HOD-IT	
8	Dr.Y.VenkatRangaiah	HOD-MBA	
9	Dr.V.Kesava Reddy	HOD-S&H	

The decisions taken during the meeting are as follows-

1. The identified gaps to be bridged by including them in the content beyond syllabus.
2. The feedback from Alumni will be analyzed and remedial actions to be taken.
3. Plan for Extra Curricular activities on regular basis for the upliftment of the students.
4. Implementation of Certificate and Add-On Courses for Academic Year 2018-19.
5. Submission of the perspective plan for the approval of the Governing Council of the college.
6. The Consolidated feedback report from various departments is reviewed and approved.
7. All the above points sent to Governing Council for approval.

As there were no more points for discussion the meeting was concluded.


31/5/18
PRINCIPAL

PRINCIPAL
St. MARTIN'S ENGINEERING COLLEGE
Dhulapally (V), Dundigal-Gandimaisamma (M)
Medchal-Malkajigiri (D), Secunderabad-500100



St. MARTIN'S ENGINEERING COLLEGE

Dhulapally, Secunderabad

Academic Year: 2017-2018

Perspective Plan

S. No.	Department	Name of the Activity	Title of the Event	Tentative date
1	CIVIL	Workshop	Fibre Reinforced Concrete	01/09/2018
2		Guest lecture	"Land Use and Land Cover analysis Using GIS"	12/11/2018
3		Seminar	Seminar on "National Building Code"	15/11/2018
4		Certificate Program	Primavera Software	12/12/2018
5	EEE	Workshop	Design Analysis and operation of Power System	01/09/2018
6		Guest lecture	"Air and Gas Insulated Substations"	12/11/2018
7		Seminar	Seminar on "Digital Signal Processing"	15/11/2018
8		Certificate Program	Solar Energy Technologies	12/12/2018
9	MECH	Workshop	Workshop on "Research Methodology for Advanced Areas in Engineering and Technology"	14/10/2018
10		Seminar	Seminar on "Fluid Thermal Applications"	15/11/2018
11		Certificate Program	Solar Energy Technologies	12/12/2018
12		Workshop	Workshop on "Line Follower"	03/08/2018
13		Industrial Visits	Industrial Visits	10/10/2018

14	ECE	Seminar	Seminar on "Communication Challenges in Design of Unmanned Aerial vehicle (UAV)"	11/11/2018
15		Certificate Program	FIN-Fet Technology	10/12/2018
16	CSE	Workshop	Work Shop on "Python"	03/08/2018
17		Industrial Visits	Industrial Visits	17/07/2018 to 06/10/2018
18		Seminar	Seminar on "Database Design And programming with SQL"	11/11/2018
19		Certificate Program	HADOOP	10/12/2018
20	IT	Workshop	Work Shop on "Python"	03/08/2018
21		Industrial Visits	Industrial Visits	17/07/2018 to 06/10/2018
22		Seminar	Seminar on "Database Design And programming with SQL"	11/11/2018
23		Certificate Program	HADOOP	10/12/2018
24	MBA	Workshop	Workshop on "Stock Exchange"	03/09/2018
25		Seminar	Seminar On "Entrepreneurship"	11/10/2018
26		Certificate Program	SAP-FICO	10/11/2018

Handwritten signature of IQAC

IQAC



Handwritten signature of Principal

PRINCIPAL

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St. MARTIN'S ENGINEERING COLLEGE
Dhulapally (V), Dundigal-Gandimaisamma (M)
Medchal-Malkajgiri (D), Secunderabad-500100



St. MARTIN'S ENGINEERING COLLEGE

- ESTD : 2002 • A Non Minority Institution
- Affiliated to JNTUH • Approved by AICTE
- ISO 9001:2008 Certified • Accredited by NAAC & NBA
- SIRO Recognition by MST, Govt. of India

Ref. No. SMEC/GCM/2018-19/02

Date: 12.07.2018

MINUTES OF THE MEETING

MINUTES OF THE GOVERNING COUNCIL MEETING HELD ON 12th JULY 2018 AT 10.30 A.M.

Venue: Board Room, Mahatma Gandhi Block

Members Present:

Sl.No.	NAME	DESIGNATION	SIGNATURE
1	Sri M. LAXMAN REDDY	Chairman	M. Laxman Reddy
2	Sri G. DURGAIAH YADAV	Vice-Chairman	G. Durgiah
3	Sri CH. MAHENDER REDDY	Secretary & Correspondent	Ch. Mahender Reddy
4	Sri G. NARSIMHA YADAV	Treasurer	G. Narsimha
5	Sri G. CHANDRASHAKER YADAV	Executive Director	G. Chandrasher
6	Sri M. RAJASEKHAR REDDY	Member	M. Rajasekh
7	Dr. S. TARA KALYANI	Governing Council Member, JNTUH	S. Tara Kalyani
8	Dr. P. SANTOSH KUMAR PATRA	Principal & Member Secretary	P. Santosh Kumar
9	Mr. V. KESAVA REDDY	Member	V. Kesava Reddy
10	Dr. A. AMARENDRA BABU	IQAC Co-ordinator	A. Amarendra Babu

Principal welcomed all the Governing Council Members and started giving presentation about the present practices, achievements and activities of the institution. Progress of the previous meeting and action taken is reviewed. The Governing Council appraises the perspective plan which includes major policies of the institution such as service rules, welfare measures, providing financial support to staff for attending and conducting

For St. Martin's Engineering College

M. Laxman Reddy
Chairman

professional development courses. The Governing Council also looks into the implementation of the e-Governance, funds and grants received from various sources. Decides and allocates the funds for optimum utilization of the resources.

I) PLACEMENTS:

Last year total placement count is 702 which is a remarkable achievement. However, placement department has to list out the plan to have more opportunities for the students.

II) FEEDBACK:

Periodic feedbacks are collected from various stake holders as per the practice and analyzed summary report along with action taken were discussed. It is decided to take online feedback periodically from student about the teaching learning process.

The following decisions are taken:

- Steps taken to get identified gaps included in the curriculum.
- The feedback from Alumni will be analyzed and appropriate action will be taken.
- Extra Curricular activities should be conducted on regular basis.
- The students are encouraged to undergo various activities for self learning.
- To award the students and staff members who have participated in research and development activities.
- To enter into MOU with various industries to improve the interaction between the academia and industry sector.
- The gap between the industry requirements and the curriculum is bridged by adding certificate and value added programs.
- Bridging the identified gaps by including them in the content beyond syllabus.

III) INNOVATIVE PROJECT:

Students should be encouraged to do innovative projects or product.

IV) CONDUCTION OF VARIOUS PROGRAMMES:

Report about Faculty Development Programs, Seminars, Workshops, guest lectures, symposium, chart exhibition etc., are organized by various departments are discussed and suggested to continue the same for the current and upcoming semester as per academic calendar.

V) RESULT ANALYSIS AND ADOPTION OF OBE:

Result analysis is discussed and appreciated by the Chairman. Also suggested to strictly adhere to the mechanism for achieving outcome based education.

VI) R&D CELL ACTIVITIES:

The faculty research paper publications, conference presentation, book publication, patent filing, consultancy, funding projects are appreciated.

VII) BUDGET:

Budget utilization with respect to planning is discussed about advertisement, annual day, insurance, miscellaneous, maintenance of physical & academic maintenance, infrastructure, budget for updation and up gradation of computing facility, salaries, books and e-resources in the library etc,. Also discussed about the budget planning and sources of fund for the upcoming financial year.

VIII) SKILL IMPROVEMENT:

Campus Ready Training (CRT), Career Counseling for all the final year students are conducted. Yoga and Meditation classes are offered to all the students. Vocational Education

For St. Martin's Engineering College

M. Laxman Reddy
Chairman

Training (VET) programmes are initiated for the students. To improve the skill set of student and make them skillful and employable various activities are conducted such as competitive exams, career counseling, guidance for entrepreneurship, soft skill training, remedial coaching, bridge course etc, list of the companies visited and number of student placed are also discussed. Principal is asked to continue the same practices. However it is suggested to add more companies for the placement drive. For the holistic development it is also decided to conduct yoga and meditation classes for all. Decided to conduct vocational education training for the student for their betterment.

IX) FINANCIAL AUDIT:

Financial audit by Internal and External exports are presented and also decided to continue with the same process. The governing members also looked into the implementation of E-Governance, prospective plan which includes service rule, welfare measures and sponsorship for staff for attending professional development courses. It is also decided to develop ERP In-house and should be ready for implementation.

X) INTERNAL QUALITY ASSURANCE CELL (IQAC):

Average number of quality initiative by IQAC for promoting quality culture is analyzed.

XI) CODE OF CONDUCT:

Code of conduct, Hand book presented to members which includes transparency in Financial, Academic, Administrative and Auxiliary function. Governing members have gone through it and suggested changes and go for implementation.

XII) SERVICE BOOK:

Service rule book is reviewed and put in practice.

XIII) DELEGATION OF FINANCIAL POWERS:

For the smooth administration and approval, the Board Members are pleased to delegate up to Rs. 20 Lakhs financial approval for the administration works to Principal, HODs & Administrative Officer are also given financial approval up to Rs. 5.5 Lakhs with immediate effect.

XIV) ALUMNI MEET:

Alumni Association named 'DISHA' is conducted and it was a very successful event.

XV) OTHER GENERAL ISSUES:

Discussed about Academics, Administration, Placement, Research, Transport, Hostel, Banking, Sports, Canteen, Staff and Students Welfare Activities, Student issues, Faculty issues, Parent issues etc. in detailed.

For St. Martin's Engineering College
Signature of the Chairman *M. Logan Reddy*
Chairman



St. Martin's Engineering College
Dhulapally, Secunderabad – 500014

Department of Electrical and Electronics Engineering
2017-18

Circular

Date: 23/05/2018

Sub: Department Advisory Committee (DAC) meet for analyzing
Department Curriculum syllabus for academic year 2017-18-Reg.

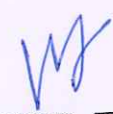
This is to inform that there will be a meeting for all Department Advisory
Committee members for analyzing the Curriculum syllabus of academic year 2017-18. The
meeting is scheduled on 24-05-2018 at 2.00PM in the Department Seminar hall.

Department Committee Members:

1. K SHASHIDHAR REDDY
2. Dr. B. P. SINGH
3. G.SRIDHAR BABU
4. J. PRAKASH KUMAR
5. CH. SRINIVAS
6. KANDURI RAMA
7. V.SUNIL KUMAR

Professor & HOD
Professor & Director, R & D
Assoc. Professor
Assistant Professor
Assistant Professor
Assistant Professor
Assistant Professor

Copy To:
Department committee members
Department Notice Board
Principal
Chairman


HOD, EEE
Head of the Department
Department of Electrical & Electronics Engineering
St. Martin's Engineering College
Dhulapally, Secunderabad, Telangana.



St. Martin's Engineering College

Dhulapally, Secunderabad – 500014

Department of Electrical and Electronics Engineering 2017-18

24-05-2018

MINUTES OF THE MEETING

With reference to the circular dated on 23th, May 2018, the DAC assembled in the Department Meeting Room for addressing and reviewing the following agenda.

AGENDA :

- Reviewing the analysis of Department Curriculum syllabus of Academic Year 2017-18.
 - Identifying the gaps.
 - Action to be taken for Identified gaps.

DURING THE MEETING THE FOLLOWING MEMBERS WERE PRESENT

S.NO.	FULL NAME	Designation	Signature
1	K SHASHIDHAR REDDY	Professor & HOD	
2	Dr. B. P. SINGH	Professor & Director, R & D	
3	G.SRIDHAR BABU	Assoc. Professor	
4	J. PRAKASH KUMAR	Assistant Professor	
5	CH. SRINIVAS	Assistant Professor	
6	K.RAMA	Assistant Professor	
7	V.SUNIL KUMAR	Assistant Professor	

THE FOLLOWING POINTS WERE DISCUSSED DURING THE MEETING AND THE MINUTES WERE RECORDED AS BELOW,

1. The committee members discussed reviewed the analysis of the department Curriculum/syllabus.
2. The committee members discussed about the feedback analysis of the same.
3. The members conversed on identify gaps based on the analysis.
4. The following actions were proposed to be taken for the identified gaps.

S. No.	Course Year	Course Title	Identified Gap
1	II-I	Electro-Magnetic fields	Real Time Applications Of Gauss law
2	II-II	Control Systems	Real Time Applications Of Block Diagram Reduction Techniques.
3	III-I	Power System Analysis	Applications of Z&Y Buses.
4	III-II	Static drives	Real time application Of SCR's

5. The following actions were proposed to be taken for the student feedback. Actions to be taken:

The Opinion of the students promoted the institution to, workshops, talks by experts, courses beyond the syllabus into the curriculum to help shape the student's technical personality, as per the requirements and wishes of the students.

6. The following actions were proposed to be taken for the parents feedback. Action to be taken:

The Rapid interest of the parents promoted the institution to add-on certificate courses, national conferences, talks by experts etc., into the curriculum to help shape the students technical personality, as per the requirements and wishes of the parents.

7. The following actions were proposed to be taken for the Alumni feedback. Action to be taken:


The opinion of the Alumni and the benefits that they had derived ,helped the institution to focus on the lacunae in the syllabus, and add-on through extra and in-depth practical approaches,leads-on real-time experience etc. into the teaching learning methodology.

8. The following actions were proposed to be taken for the Employer feedback. Action to be taken:

Introducing the work experience and ambience to the students in the form of internships and teaching methodologies.

Copy to

- The Director
- The Principal


H.O.D. EEE
Head of the Department
Department of Electrical & Electronics Engineering
St. Martin's Engineering College
Dhulapally, Secunderabad, Telangana.



St.Martin's Engineering College

Dhulapally, Secunderabad – 500014

Department of Electrical and Electronics Engineering 2017-18

25/05/2018

To,

The Academic Council,

St.Martin's Engineering College,

Dhulapally, Secunderabad.

Sub: Requisition to help in rectification of the gaps found in curriculum syllabus of Academic Year 2017-18-Reg.

Ref: Department Advisory Committee (DAC) Meeting.

Sir,

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- Reviewing the analysis of the Department Curriculum/syllabus.
- Identifying the gaps.
- Action to be taken for Identified gaps.
- Analysis of the feedback received from stakeholders.

In the meeting we had identified gaps in following subjects and we request you to help rectifying the gaps.

S. No.	Course Year	Course Title	Identified Gap
1	II-I	Electro-Magnetic fields	Real Time Applications Of Gauss law
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3	III-I	Power System Analysis	Applications of Z&Y Buses.
4	III-II	Static drives	Real time application Of SCR's

- **5. The following actions were proposed to be taken for the student feedback.**

Actions to be taken:

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- **The following actions were proposed to be taken for the Employer feedback.**

Action to be taken:

- Introducing the work experience and ambience to the students in the form of internships and teaching methodologies.


HOD, EEE

Head of the Department
Department of Electrical & Electronics Engineering
St. Martin's Engineering College
Dhulapally, Secunderabad, Telangana.

Copy to

- The Director
- The Principal



St. MARTIN'S ENGINEERING COLLEGE

Dhulapally, Secunderabad

CONVENING ORDER ACADEMIC COUNCIL

Academic Year: 2017-2018

The Academic Council is convened with the following members:

S. No.	Name of the faculty	Designation	Department
1	Dr. P. Santosh Kumar Patra	Convener	Principal
2	Dr. Anitha Kalagapurkar	Member	HOD-Civil
3	Dr. K. Shashidhar Reddy	Member	HOD-EEE
4	Dr. S. Anoop Kumar	Member	HOD-MECH
5	Dr.D. R.V.A Sharath Kumar	Member	HOD-ECE
6	Dr.D.B.K.Kamesh	Member	HOD-CSE
7	Dr. R. Ch. Appala Naidu	Member	HOD-IT
8	Dr.Y.Venkat Rangaiah	Member	HOD-MBA
9	Mr.V.Kesava Reddy	Member	HOD-S&H

Frequency of Meeting: Once in a year

Functions and Responsibilities:

1. Framing and revising the curriculum of all academic programs of the college as per the requirements.
2. Providing teaching requirements for completing academic programs.
3. Ensuring discipline amongst the students.
4. Promoting research activity within the college.
5. Making arrangements for conducting examinations, as required.
6. Encouraging students with awards, stipends, scholarships, medals and prizes and so on.
7. Facilitating and supervising the co-curricular activities for the students.
8. Supervising the functioning process of the Central Library of the college.
9. Motivating and guiding students in order to utilize the placement and training activities and interactive sessions.

PRINCIPAL

PRINCIPAL

St. MARTIN'S ENGINEERING COLLEGE
Dhulapally (V), Dundigal-Gandimaisamma (M)
Medchal-Malkajgiri (D), Secunderabad-500100



St. MARTIN'S ENGINEERING COLLEGE
Dhulapally, Secunderabad

Ref: SMEC/ Principal's Office/2017-18/12

Date: 30-05-2018

Circular

The Academic Council meeting will be held on 31-05-2018 at 11.30 AM in college at Principal Office.

All the members are requested to attend the meeting.

The Agenda of the meeting is as follows:

1. Reviewing identified gaps of Curriculum syllabus for Academic Year 2017-18.
2. Action to be taken for bridging the identified gaps.
3. Action to be taken according to the feedback received from stakeholders.

Cc:

[Signature]
PRINCIPAL
St. MARTIN'S ENGINEERING COLLEGE
Dhulapally (V), Dundigal-Gandimaisamma (M)
Medchal-Malkajgiri (D), Secunderabad-500100

S. No.	Name	Designation
1	Dr.P.Santosh Kumar Patra	Principal
2	Dr. Anitha Kalagapurkar	HOD-Civil
3	Dr. K. Shashidhar Reddy	HOD-EEE
4	Dr. C.V.Reddy	HOD-MECH
5	Dr. Lalith Kumar Kaul	HOD-ECE
6	Dr.D.B.K.Kamesh	HOD-CSE
7	Dr.R.Ch.Appala Naidu	HOD-IT
8	Dr.Y.VenkatRangaiah	HOD-MBA
9	Mr.V.Kesava Reddy	HOD-S&H




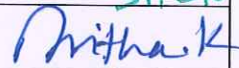

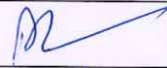
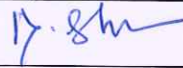
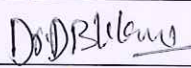

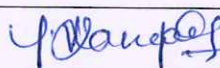
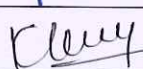
St. MARTIN'S ENGINEERING COLLEGE

Dhulapally, Secunderabad

Minutes of Academic Council Meeting held on 31-05-2018

With reference to the circular dated 30-05-2018, members of Academic Council assembled in Principal Office for addressing and reviewing the agenda.


The following members attended the meeting

S. No.	Name	Designation	Signature
1	Dr.P.Santosh Kumar Patra	Principal	
2	Dr. Anitha Kalagapurkar	HOD-Civil	
3	Dr. K. Shashidhar Reddy	HOD-EEE	
4	Dr. S. Anoop Kumar	HOD-MECH	
5	Dr. D.V.A.Sharath Kumar	HOD-ECE	
6	Dr.D.B.K.Kamesh	HOD-CSE	
7	Dr.R.Ch.Appala Naidu	HOD-IT	
8	Dr.Y.VenkatRangaiah	HOD-MBA	
9	Dr.V.Kesava Reddy	HOD-S&H	

The decisions taken during the meeting are as follows-

1. The identified gaps to be bridged by including them in the content beyond syllabus.
2. The feedback from Alumni will be analyzed and remedial actions to be taken.
3. Plan for Extra Curricular activities on regular basis for the upliftment of the students.
4. Implementation of Certificate and Add-On Courses for Academic Year 2018-19.
5. Submission of the perspective plan for the approval of the Governing Council of the college.
6. The Consolidated feedback report from various departments is reviewed and approved.
7. All the above points sent to Governing Council for approval.

As there were no more points for discussion the meeting was concluded.


31/5/18
PRINCIPAL

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St. MARTIN'S ENGINEERING COLLEGE
Dhulapally (V), Dundigal-Gandimaisamma (M)
Medchal-Malkajgiri (D), Secunderabad-500100



St. MARTIN'S ENGINEERING COLLEGE

Dhulapally, Secunderabad

Academic Year: 2017-2018

Perspective Plan

S. No.	Department	Name of the Activity	Title of the Event	Tentative date
1	CIVIL	Workshop	Fibre Reinforced Concrete	01/09/2018
2		Guest lecture	"Land Use and Land Cover analysis Using GIS"	12/11/2018
3		Seminar	Seminar on "National Building Code"	15/11/2018
4		Certificate Program	Primavera Software	12/12/2018
5	EEE	Workshop	Design Analysis and operation of Power System	01/09/2018
6		Guest lecture	"Air and Gas Insulated Substations"	12/11/2018
7		Seminar	Seminar on "Digital Signal Processing"	15/11/2018
8		Certificate Program	Solar Energy Technologies	12/12/2018
9	MECH	Workshop	Workshop on "Research Methodology for Advanced Areas in Engineering and Technology"	14/10/2018
10		Seminar	Seminar on "Fluid Thermal Applications"	15/11/2018
11		Certificate Program	Solar Energy Technologies	12/12/2018
12		Workshop	Workshop on "Line Follower"	03/08/2018
13		Industrial Visits	Industrial Visits	10/10/2018

14	ECE	Seminar	Seminar on "Communication Challenges in Design of Unmanned Aerial vehicle (UAV)"	11/11/2018
15		Certificate Program	FIN-Fet Technology	10/12/2018
16	CSE	Workshop	Work Shop on "Python"	03/08/2018
17		Industrial Visits	Industrial Visits	17/07/2018 to 06/10/2018
18		Seminar	Seminar on "Database Design And programming with SQL"	11/11/2018
19		Certificate Program	HADOOP	10/12/2018
20	IT	Workshop	Work Shop on "Python"	03/08/2018
21		Industrial Visits	Industrial Visits	17/07/2018 to 06/10/2018
22		Seminar	Seminar on "Database Design And programming with SQL"	11/11/2018
23		Certificate Program	HADOOP	10/12/2018
24	MBA	Workshop	Workshop on "Stock Exchange"	03/09/2018
25		Seminar	Seminar On "Entrepreneurship"	11/10/2018
26		Certificate Program	SAP-FICO	10/11/2018

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IQAC



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PRINCIPAL

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St. MARTIN'S ENGINEERING COLLEGE
Dhulapally (V), Dundigal-Gandimaisamma (M)
Medchal-Malkajgiri (D), Secunderabad-500100



St. MARTIN'S ENGINEERING COLLEGE

- ESTD : 2002 • A Non Minority Institution
- Affiliated to JNTUH • Approved by AICTE
- ISO 9001:2008 Certified • Accredited by NAAC & NBA
- SIRO Recognition by MST, Govt. of India

Ref. No. SMEC/GCM/2018-19/02

Date: 12.07.2018

MINUTES OF THE MEETING

MINUTES OF THE GOVERNING COUNCIL MEETING HELD ON 12th JULY 2018 AT 10.30 A.M.

Venue: Board Room, Mahatma Gandhi Block

Members Present:

Sl.No.	NAME	DESIGNATION	SIGNATURE
1	Sri M. LAXMAN REDDY	Chairman	M. Laxman Reddy
2	Sri G. DURGAIAH YADAV	Vice-Chairman	G. Durgiah
3	Sri CH. MAHENDER REDDY	Secretary & Correspondent	Ch. Mahender Reddy
4	Sri G. NARSIMHA YADAV	Treasurer	G. Narsimha
5	Sri G. CHANDRASHAKER YADAV	Executive Director	G. Chandrasher
6	Sri M. RAJASEKHAR REDDY	Member	M. Rajasekh
7	Dr. S. TARA KALYANI	Governing Council Member, JNTUH	S. Tara Kalyani
8	Dr. P. SANTOSH KUMAR PATRA	Principal & Member Secretary	P. Santosh Kumar
9	Mr. V. KESAVA REDDY	Member	V. Kesava Reddy
10	Dr. A. AMARENDRA BABU	IQAC Co-ordinator	A. Amarendra Babu

Principal welcomed all the Governing Council Members and started giving presentation about the present practices, achievements and activities of the institution. Progress of the previous meeting and action taken is reviewed. The Governing Council appraises the perspective plan which includes major policies of the institution such as service rules, welfare measures, providing financial support to staff for attending and conducting

For St. Martin's Engineering College

M. Laxman Reddy
Chairman

professional development courses. The Governing Council also looks into the implementation of the e-Governance, funds and grants received from various sources. Decides and allocates the funds for optimum utilization of the resources.

I) PLACEMENTS:

Last year total placement count is 702 which is a remarkable achievement. However, placement department has to list out the plan to have more opportunities for the students.

II) FEEDBACK:

Periodic feedbacks are collected from various stake holders as per the practice and analyzed summary report along with action taken were discussed. It is decided to take online feedback periodically from student about the teaching learning process.

The following decisions are taken:

- Steps taken to get identified gaps included in the curriculum.
- The feedback from Alumni will be analyzed and appropriate action will be taken.
- Extra Curricular activities should be conducted on regular basis.
- The students are encouraged to undergo various activities for self learning.
- To award the students and staff members who have participated in research and development activities.
- To enter into MOU with various industries to improve the interaction between the academia and industry sector.
- The gap between the industry requirements and the curriculum is bridged by adding certificate and value added programs.
- Bridging the identified gaps by including them in the content beyond syllabus.

III) INNOVATIVE PROJECT:

Students should be encouraged to do innovative projects or product.

IV) CONDUCTION OF VARIOUS PROGRAMMES:

Report about Faculty Development Programs, Seminars, Workshops, guest lectures, symposium, chart exhibition etc., are organized by various departments are discussed and suggested to continue the same for the current and upcoming semester as per academic calendar.

V) RESULT ANALYSIS AND ADOPTION OF OBE:

Result analysis is discussed and appreciated by the Chairman. Also suggested to strictly adhere to the mechanism for achieving outcome based education.

VI) R&D CELL ACTIVITIES:

The faculty research paper publications, conference presentation, book publication, patent filing, consultancy, funding projects are appreciated.

VII) BUDGET:

Budget utilization with respect to planning is discussed about advertisement, annual day, insurance, miscellaneous, maintenance of physical & academic maintenance, infrastructure, budget for updation and up gradation of computing facility, salaries, books and e-resources in the library etc,. Also discussed about the budget planning and sources of fund for the upcoming financial year.

VIII) SKILL IMPROVEMENT:

Campus Ready Training (CRT), Career Counseling for all the final year students are conducted. Yoga and Meditation classes are offered to all the students. Vocational Education

For St. Martin's Engineering College

M. Laxman Reddy
Chairman

Training (VET) programmes are initiated for the students. To improve the skill set of student and make them skillful and employable various activities are conducted such as competitive exams, career counseling, guidance for entrepreneurship, soft skill training, remedial coaching, bridge course etc, list of the companies visited and number of student placed are also discussed. Principal is asked to continue the same practices. However it is suggested to add more companies for the placement drive. For the holistic development it is also decided to conduct yoga and meditation classes for all. Decided to conduct vocational education training for the student for their betterment.

IX) FINANCIAL AUDIT:

Financial audit by Internal and External exports are presented and also decided to continue with the same process. The governing members also looked into the implementation of E-Governance, prospective plan which includes service rule, welfare measures and sponsorship for staff for attending professional development courses. It is also decided to develop ERP In-house and should be ready for implementation.

X) INTERNAL QUALITY ASSURANCE CELL (IQAC):

Average number of quality initiative by IQAC for promoting quality culture is analyzed.

XI) CODE OF CONDUCT:

Code of conduct, Hand book presented to members which includes transparency in Financial, Academic, Administrative and Auxiliary function. Governing members have gone through it and suggested changes and go for implementation.

XII) SERVICE BOOK:

Service rule book is reviewed and put in practice.

XIII) DELEGATION OF FINANCIAL POWERS:

For the smooth administration and approval, the Board Members are pleased to delegate up to Rs. 20 Lakhs financial approval for the administration works to Principal, HODs & Administrative Officer are also given financial approval up to Rs. 5.5 Lakhs with immediate effect.

XIV) ALUMNI MEET:

Alumni Association named 'DISHA' is conducted and it was a very successful event.

XV) OTHER GENERAL ISSUES:

Discussed about Academics, Administration, Placement, Research, Transport, Hostel, Banking, Sports, Canteen, Staff and Students Welfare Activities, Student issues, Faculty issues, Parent issues etc. in detailed.

For St. Martin's Engineering College
Signature of the Chairman *M. Logan Reddy*
Chairman



St. MARTIN'S ENGINEERING COLLEGE
Dhulapally, Secunderabad

Department of Mechanical Engineering

2017-2018

Circular

Date: 23/05/2018

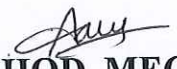
Sub: Department Advisory Committee (DAC) meet for analyzing Department Curriculum syllabus of Academic Year of 2017-18 -reg.

This is to inform that there will be a meeting for all Department Advisory Committee members for analyzing the Curriculum syllabus of Academic Year of 2017-2018. The meeting is scheduled on 24-05-2018 at 2.00PM in the Department Seminar hall.

Department Committee Members:

- | | |
|-------------------------|---------------------|
| 1. Dr. S. Anoop Kumar | Professor & HOD |
| 2. Dr. Kancha Sammaiah | Professor |
| 3. Dr. C.V.Reddy | Professor |
| 4. Dr. Dargaiah K | Professor |
| 5. Dr. P. Manoj Kumar | Associate Professor |
| 6. Dr. A. Rajasekhar | Associate Professor |
| 7. Dr. T. Raja Santosh | Associate Professor |
| 8. Dr. P. Suresh | Associate Professor |
| 9. Dr. B. J. Prasad Rao | Associate Professor |

Copy To:
Department committee members
Department Notice Board
Principal
Chairman


HOD, MECH
Head of the Department
Department of Mechanical Engineering
St. Martin's Engineering College



St. Martin's Engineering College
Dhulapally, Secunderabad
Department of Mechanical Engineering

2017-2018

24-05-2018

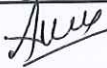


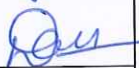
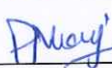
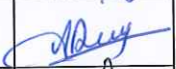

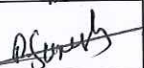

MINUTES OF THE MEETING

With reference to the circular dated on 23rd, May 2018, the DAC assembled in the Department Meeting Room for addressing and reviewing the following agenda.

Agenda :

- Reviewing the analysis of Department Curriculum syllabus Academic Year of 2017-18.
- Identifying the gaps.
- Action to be taken for Identified gaps.

During the meeting the following members were present

S.NO.	FULL NAME	Designation	Signature
1	Dr. S. Anoop Kumar	Professor	
2	Dr. Kancha Sammaiah	Professor	
3	Dr.C.V.Reddy	Professor	
4	Dr. Dargaiah K	Professor	
5	Dr. P. Manoj Kumar	Associate Professor	
6	Dr. A. Rajasekhar	Associate Professor	
7	Dr. T. Raja Santosh	Associate Professor	
8	Dr. P. Suresh	Associate Professor	
9	Dr. B. J. Prasad Rao	Associate Professor	

The following points were discussed during the meeting and the minutes were recorded as below,

1. The committee members discussed reviewed the analysis of the department curriculum/syllabus.
2. The committee members discussed about the feedback analysis of the same.
3. The members conversed on identify gaps based on the analysis.
4. The following actions were proposed to be taken for the identified gaps.

S. No.	Course Year	Course Title	Identified Gap
1	II-II	Kinematic of Machines	Types, Number and dimensional synthesis, configuration of robotics
2	III-I	Design of Machine Members-I	Design of pressure vessels, Columns design
3	III-II	Finite Element Method	Stress concentration Bar in tension with central hole using Ansys
4	IV-I	Operations Research	Duality in simplex method, problems with 'n' jobs and 'm' machines in assignment problems

5. The following actions were proposed to be taken for the parent's feedback.

ACTION TAKEN:

The feedback of the parents promoted the institution to add-on certificate courses, internships, industrial visits, talks by experts etc., into the curriculum to help shape the students technical persona, as per the requirements and wishes of the parents.

6. The following actions were proposed to be taken for the Alumni feedback.

ACTION TAKEN:

The opinion of the Alumni and the benefits that they had derived, helped the institution to focus on the lacunae in the syllabus, and add-on through extra and in-depth practical explanations, lab programs, leads-on real-time experience etc., into the teaching learning methodology.

7. The following actions were proposed to be taken for the Employer feedback.

ACTION TAKEN:

Based on this feedback, it was felt that more emphasis should be given to training programs and personality development classes.


HOD, MECH

Head of the Department
Department of Mechanical Engineering
St. Martin's Engineering College

Copy to

- The Director
- The Principal



St. Martin's Engineering College
Dhulapally, Secunderabad
Department of Mechanical Engineering

2017-2018

25-05-2018

To,
The Academic Council,
St.Martin's Engineering College,
Dhulapally, Secunderabad.

Sub: Requisition to help in rectification of the gaps found in curriculum syllabus of
Academic Year 2017-18-Reg.

Ref: Department Advisory Committee (DAC) Meeting.

Sir,

There was a Department Advisory Committee (DAC) meet for analyzing the Department Curriculum/syllabus on following aspects

- Reviewing the analysis of the Department Curriculum/syllabus.
- Identifying the gaps.
- Action to be taken for Identified gaps.
- Analysis of the feedback received from stakeholders.

In the meeting we had identified gaps in following subjects and we request you to help rectifying the gaps.

S. No.	Course Year	Course Title	Identified Gap
1	II-II	Kinematic of Machines	Types, Number and dimensional synthesis, configuration of robotics
2	III-I	Design of Machine Members-I	Design of pressure vessels, Columns design
3	III-II	Finite Element Method	Stress concentration Bar in tension with central hole using Ansys
4	IV-I	Operations Research	Duality in simplex method, problems with 'n' jobs and 'm' machines in assignment problems

- **The following actions were proposed to be taken for the parents feedback.**

Action Taken:

The feedback of the parents promoted the institution to add-on certificate courses, internships, industrial visits, talks by experts etc., into the curriculum to help shape the students technical personal, as per the requirements and wishes of the parents.

- **The following actions were proposed to be taken for the Alumni feedback.**

Action Taken:

The opinion of the Alumni and the benefits that they had derived ,helped the institution to focus on the lacunae in the syllabus, and add-on through extra and in-depth practical explanations, lab programs, leads-on real-time experience etc., into the teaching learning methodology.

- **The following actions were proposed to be taken for the Employer feedback.**

Action Taken:

Based on this feedback, it was felt that more emphasis should be given to training programs and personality development classes.


HOD, MECH

Head of the Department
Department of Mechanical Engineering
St. Martin's Engineering College

Copy to

- The Director
- The Principal



St. MARTIN'S ENGINEERING COLLEGE

Dhulapally, Secunderabad

CONVENING ORDER

ACADEMIC COUNCIL

Academic Year: 2017-2018

The Academic Council is convened with the following members:

S. No.	Name of the faculty	Designation	Department
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9	Mr.V.Kesava Reddy	Member	HOD-S&H

Frequency of Meeting: Once in a year

Functions and Responsibilities:

1. Framing and revising the curriculum of all academic programs of the college as per the requirements.
2. Providing teaching requirements for completing academic programs.
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8. Supervising the functioning process of the Central Library of the college.
9. Motivating and guiding students in order to utilize the placement and training activities and interactive sessions.

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Dhulapally (V), Dundigal-Gandimaisamma (M)
Medchal-Malkajgiri (D), Secunderabad-500100



St. MARTIN'S ENGINEERING COLLEGE
Dhulapally, Secunderabad

Ref: SMEC/ Principal's Office/2017-18/12

Date: 30-05-2018

Circular

The Academic Council meeting will be held on 31-05-2018 at 11.30 AM in college at Principal Office.

All the members are requested to attend the meeting.

The Agenda of the meeting is as follows:

1. Reviewing identified gaps of Curriculum syllabus for Academic Year 2017-18.
2. Action to be taken for bridging the identified gaps.
3. Action to be taken according to the feedback received from stakeholders.

Cc:

[Signature]
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St. MARTIN'S ENGINEERING COLLEGE
Dhulapally (V), Dundigal-Gandimaisamma (M)
Medchal-Malkajgiri (D), Secunderabad-500100

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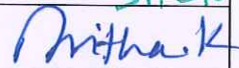

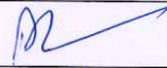
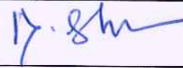
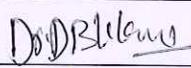

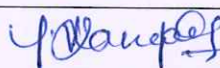
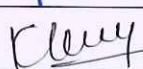
St. MARTIN'S ENGINEERING COLLEGE

Dhulapally, Secunderabad

Minutes of Academic Council Meeting held on 31-05-2018

With reference to the circular dated 30-05-2018, members of Academic Council assembled in Principal Office for addressing and reviewing the agenda.


The following members attended the meeting

S. No.	Name	Designation	Signature
1	Dr.P.Santosh Kumar Patra	Principal	
2	Dr. Anitha Kalagapurkar	HOD-Civil	
3	Dr. K. Shashidhar Reddy	HOD-EEE	
4	Dr. S. Anoop Kumar	HOD-MECH	
5	Dr. D.V.A.Sharath Kumar	HOD-ECE	
6	Dr.D.B.K.Kamesh	HOD-CSE	
7	Dr.R.Ch.Appala Naidu	HOD-IT	
8	Dr.Y.VenkatRangaiah	HOD-MBA	
9	Dr.V.Kesava Reddy	HOD-S&H	

The decisions taken during the meeting are as follows-

1. The identified gaps to be bridged by including them in the content beyond syllabus.
2. The feedback from Alumni will be analyzed and remedial actions to be taken.
3. Plan for Extra Curricular activities on regular basis for the upliftment of the students.
4. Implementation of Certificate and Add-On Courses for Academic Year 2018-19.
5. Submission of the perspective plan for the approval of the Governing Council of the college.
6. The Consolidated feedback report from various departments is reviewed and approved.
7. All the above points sent to Governing Council for approval.

As there were no more points for discussion the meeting was concluded.


31/5/18
PRINCIPAL

PRINCIPAL
St. MARTIN'S ENGINEERING COLLEGE
Dhulapally (V), Dundigal-Gandimaisamma (M)
Medchal-Malkajigiri (D), Secunderabad-500100



St. MARTIN'S ENGINEERING COLLEGE

Dhulapally, Secunderabad

Academic Year: 2017-2018

Perspective Plan

S. No.	Department	Name of the Activity	Title of the Event	Tentative date
1	CIVIL	Workshop	Fibre Reinforced Concrete	01/09/2018
2		Guest lecture	"Land Use and Land Cover analysis Using GIS"	12/11/2018
3		Seminar	Seminar on "National Building Code"	15/11/2018
4		Certificate Program	Primavera Software	12/12/2018
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7		Seminar	Seminar on "Digital Signal Processing"	15/11/2018
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12		Workshop	Workshop on "Line Follower"	03/08/2018
13		Industrial Visits	Industrial Visits	10/10/2018

14	ECE	Seminar	Seminar on "Communication Challenges in Design of Unmanned Aerial vehicle (UAV)"	11/11/2018
15		Certificate Program	FIN-Fet Technology	10/12/2018
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25		Seminar	Seminar On "Entrepreneurship"	11/10/2018
26		Certificate Program	SAP-FICO	10/11/2018

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IQAC



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PRINCIPAL

PRINCIPAL

St. MARTIN'S ENGINEERING COLLEGE
Dhulapally (V), Dundigal-Gandimaisamma (M)
Medchal-Malkajgiri (D), Secunderabad-500100



St. MARTIN'S ENGINEERING COLLEGE

- ESTD : 2002 • A Non Minority Institution
- Affiliated to JNTUH • Approved by AICTE
- ISO 9001:2008 Certified • Accredited by NAAC & NBA
- SIRO Recognition by MST, Govt. of India

Ref. No. SMEC/GCM/2018-19/02

Date: 12.07.2018

MINUTES OF THE MEETING

MINUTES OF THE GOVERNING COUNCIL MEETING HELD ON 12th JULY 2018 AT 10.30 A.M.

Venue: Board Room, Mahatma Gandhi Block

Members Present:

Sl.No.	NAME	DESIGNATION	SIGNATURE
1	Sri M. LAXMAN REDDY	Chairman	M. Laxman Reddy
2	Sri G. DURGAIAH YADAV	Vice-Chairman	G. Durgiah
3	Sri CH. MAHENDER REDDY	Secretary & Correspondent	Ch. Mahender Reddy
4	Sri G. NARSIMHA YADAV	Treasurer	G. Narsimha
5	Sri G. CHANDRASHAKER YADAV	Executive Director	G. Chandrashaker
6	Sri M. RAJASEKHAR REDDY	Member	M. Rajasekhara
7	Dr. S. TARA KALYANI	Governing Council Member, JNTUH	S. Tara Kalyani
8	Dr. P. SANTOSH KUMAR PATRA	Principal & Member Secretary	P. Santosh Kumar
9	Mr. V. KESAVA REDDY	Member	V. Kesava Reddy
10	Dr. A. AMARENDRA BABU	IQAC Co-ordinator	A. Amarendra Babu

Principal welcomed all the Governing Council Members and started giving presentation about the present practices, achievements and activities of the institution. Progress of the previous meeting and action taken is reviewed. The Governing Council appraises the perspective plan which includes major policies of the institution such as service rules, welfare measures, providing financial support to staff for attending and conducting

For St. Martin's Engineering College

M. Laxman Reddy
Chairman

professional development courses. The Governing Council also looks into the implementation of the e-Governance, funds and grants received from various sources. Decides and allocates the funds for optimum utilization of the resources.

I) PLACEMENTS:

Last year total placement count is 702 which is a remarkable achievement. However, placement department has to list out the plan to have more opportunities for the students.

II) FEEDBACK:

Periodic feedbacks are collected from various stake holders as per the practice and analyzed summary report along with action taken were discussed. It is decided to take online feedback periodically from student about the teaching learning process.

The following decisions are taken:

- Steps taken to get identified gaps included in the curriculum.
- The feedback from Alumni will be analyzed and appropriate action will be taken.
- Extra Curricular activities should be conducted on regular basis.
- The students are encouraged to undergo various activities for self learning.
- To award the students and staff members who have participated in research and development activities.
- To enter into MOU with various industries to improve the interaction between the academia and industry sector.
- The gap between the industry requirements and the curriculum is bridged by adding certificate and value added programs.
- Bridging the identified gaps by including them in the content beyond syllabus.

III) INNOVATIVE PROJECT:

Students should be encouraged to do innovative projects or product.

IV) CONDUCTION OF VARIOUS PROGRAMMES:

Report about Faculty Development Programs, Seminars, Workshops, guest lectures, symposium, chart exhibition etc., are organized by various departments are discussed and suggested to continue the same for the current and upcoming semester as per academic calendar.

V) RESULT ANALYSIS AND ADOPTION OF OBE:

Result analysis is discussed and appreciated by the Chairman. Also suggested to strictly adhere to the mechanism for achieving outcome based education.

VI) R&D CELL ACTIVITIES:

The faculty research paper publications, conference presentation, book publication, patent filing, consultancy, funding projects are appreciated.

VII) BUDGET:

Budget utilization with respect to planning is discussed about advertisement, annual day, insurance, miscellaneous, maintenance of physical & academic maintenance, infrastructure, budget for updation and up gradation of computing facility, salaries, books and e-resources in the library etc,. Also discussed about the budget planning and sources of fund for the upcoming financial year.

VIII) SKILL IMPROVEMENT:

Campus Ready Training (CRT), Career Counseling for all the final year students are conducted. Yoga and Meditation classes are offered to all the students. Vocational Education

For St. Martin's Engineering College

M. Laxman Reddy
Chairman

Training (VET) programmes are initiated for the students. To improve the skill set of student and make them skillful and employable various activities are conducted such as competitive exams, career counseling, guidance for entrepreneurship, soft skill training, remedial coaching, bridge course etc, list of the companies visited and number of student placed are also discussed. Principal is asked to continue the same practices. However it is suggested to add more companies for the placement drive. For the holistic development it is also decided to conduct yoga and meditation classes for all. Decided to conduct vocational education training for the student for their betterment.

IX) FINANCIAL AUDIT:

Financial audit by Internal and External exports are presented and also decided to continue with the same process. The governing members also looked into the implementation of E-Governance, prospective plan which includes service rule, welfare measures and sponsorship for staff for attending professional development courses. It is also decided to develop ERP In-house and should be ready for implementation.

X) INTERNAL QUALITY ASSURANCE CELL (IQAC):

Average number of quality initiative by IQAC for promoting quality culture is analyzed.

XI) CODE OF CONDUCT:

Code of conduct, Hand book presented to members which includes transparency in Financial, Academic, Administrative and Auxiliary function. Governing members have gone through it and suggested changes and go for implementation.

XII) SERVICE BOOK:

Service rule book is reviewed and put in practice.

XIII) DELEGATION OF FINANCIAL POWERS:

For the smooth administration and approval, the Board Members are pleased to delegate up to Rs. 20 Lakhs financial approval for the administration works to Principal, HODs & Administrative Officer are also given financial approval up to Rs. 5.5 Lakhs with immediate effect.

XIV) ALUMNI MEET:

Alumni Association named 'DISHA' is conducted and it was a very successful event.

XV) OTHER GENERAL ISSUES:

Discussed about Academics, Administration, Placement, Research, Transport, Hostel, Banking, Sports, Canteen, Staff and Students Welfare Activities, Student issues, Faculty issues, Parent issues etc. in detailed.

For St. Martin's Engineering College
Signature of the Chairman *M. Pavan Reddy*
Chairman



St. MARTIN'S ENGINEERING COLLEGE
Dhulapally, Secunderabad
Department of Electronics and Communication Engineering

2017-2018

Circular

Date: 23/05/2018

Sub: Department Advisory Committee (DAC) meet for analyzing Department Curriculum syllabus of Academic Year of 2017-18 -reg.

This is to inform that there will be a meeting for all Department Advisory Committee members for analyzing the Curriculum syllabus of Academic Year of 2017-2018. The meeting is scheduled on 24-05-2018 at 2.00PM in the Department Seminar hall.

Department Committee Members:

S.NO	FULL NAME	DESIGNATION
1	Dr.D.R.V.A.Sharath Kumar	Chairaman,HOD
2	Mrs.K.Naga sudha	Assistant Professor,JNTUH,Jagityala
3	Dr.D N Rao	Educationalist
4	Dr.H .N.Prathihari	Professor
5	Dr.Ravi Shankar Saxena	Professor
6	Mr.K.Yadaiah	Associate Professor
7	Mr.S.Ravi Kumar	Associate Professor
8	Mr.M.Venkanna	Associate Professor
9	Mr.Kodali Prashanth	Alumini
10	Mr.Vishwanathan	Industry Expert


HOD, ECE

Head of the Department
Department of Electronics & Communication Engineering
St. Martin's Engineering College

Copy To:
Department committee members
Department Notice Board
Principal
Chairman



St. MARTIN'S ENGINEERING COLLEGE

Dhulapally, Secunderabad

Department of Electronics and Communication Engineering

2017-2018

24-05-2018

MINUTES OF THE MEETING

With reference to the circular dated on 23rd, May 2018, the DAC assembled in the Department Meeting Room for addressing and reviewing the following agenda.

Agenda :

- Reviewing the analysis of Department Curriculum syllabus Academic Year of 2017-18.
- Identifying the gaps.
- Action to be taken for Identified gaps.

During the meeting the following members were present

S.NO.	FULL NAME	Designation	Signature
1	Dr.D.R.V.A.Sharath Kumar	Chairaman,HOD	
2	Mrs.K.Naga sudha	Assistant Professor,JNTUH-Jagityala	
3	Dr.D N Rao	Educationalist	
4	Dr.H .N.Prathihari	Professor	
5	Dr.Ravi Shankar Saxena	Professor	
6	Mr.K. Yadaiah	Associate Professor	
7	Mr.S.Ravi Kumar	Associate Professor	
8	Mr.M. Venkanna	Associate Professor	
9	Mr.Kodali Prashanth	Alumini	
10	Mr.Vishwanathan	Industry Expert	

The following points were discussed during the meeting and the minutes were recorded as below,

1. The committee members discussed reviewed the analysis of the department curriculum/syllabus.

2. The committee members discussed about the feedback analysis of the same.
3. The members conversed on identify gaps based on the analysis.
4. The following actions were proposed to be taken for the identified gaps.

S. No.	Course Year	Course Title	Identified Gap
1	II-II	EDC	High Efficiency Photovoltaic Cells, Green Energy Electrical Power Converter, Smart Electrical Grids. Virtual Reality
2	III-II	Mat Lab	It also be used for Computer vision, communications, computational finance, control design, robotics, and much more.
3	IV-I	Networking	White box network platforms and SDN are also emerging and maturing technologies.
4	IV-II	WCN	Li-F,5G,LTE ,RFIDTechnology.

5. The following actions were proposed to be taken for the parent's feedback.

ACTION TAKEN:

The feedback of the parents promoted the institution to add-on certificate courses, internships, industrial visits, talks by experts etc., into the curriculum to help shape the students technical persona, as per the requirements and wishes of the parents.

6. The following actions were proposed to be taken for the Alumni feedback.

ACTION TAKEN:

The opinion of the Alumni and the benefits that they had derived ,helped the institution to focus on the lacunae in the syllabus, and add-on through extra and in-depth practical explanations, lab programs, leads-on real-time experience etc., into the teaching learning methodology.

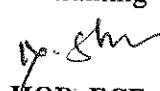
7. The following actions were proposed to be taken for the Employer feedback.

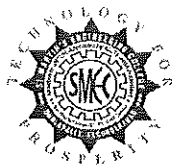
ACTION TAKEN:

Based on this feedback, it was felt that more emphasis should be given to training programs and personality development classes.

Copy to

- The Director
- The Principal


HOD, ECE
 Department of Electronics & Communication Engineering
 Anna's Engineering College



St. MARTIN'S ENGINEERING COLLEGE

Dhulapally, Secunderabad

Department of Electronics and Communication Engineering

2017-2018

25-05-2018

To,

The Academic Council,

St.Martin's Engineering College,

Dhulapally, Secunderabad.

Sub: Requisition to help in rectification of the gaps found in curriculum syllabus of Academic Year 2017-18-Reg.

Ref: Department Advisory Committee (DAC) Meeting.

Sir,

There was a Department Advisory Committee (DAC) meet for analyzing the Department Curriculum/syllabus on following aspects

- Reviewing the analysis of the Department Curriculum/syllabus.
- Identifying the gaps.
- Action to be taken for Identified gaps.
- Analysis of the feedback received from stakeholders.

In the meeting we had identified gaps in following subjects and we request you to help rectifying the gaps.

S. No.	Course Year	Course Title	Identified Gap
1	II-II	EDC	High Efficiency Photovoltaic Cells, Green Energy Electrical Power Converter, Smart Electrical Grids. Virtual Reality
2	III-II	Mat Lab	It also be used for Computer vision, communications, computational finance, control design, robotics, and much more.
3	IV-I	Networking	White box network platforms and SDN are also emerging and maturing technologies.
4	IV-II	WCN	Li-F,5G,LTE ,RFIDTechnology.

- **The following actions were proposed to be taken for the parents feedback.**

Action Taken:

The feedback of the parents promoted the institution to add-on certificate courses, internships, industrial visits, talks by experts etc., into the curriculum to help shape the students technical persona, as per the requirements and wishes of the parents.

- **The following actions were proposed to be taken for the Alumni feedback.**

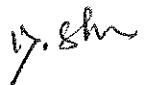
Action Taken:

The opinion of the Alumni and the benefits that they had derived ,helped the institution to focus on the lacunae in the syllabus, and add-on through extra and in-depth practical explanations, lab programs, leads-on real-time experience etc., into the teaching learning methodology.

- **The following actions were proposed to be taken for the Employer feedback.**

Action Taken:

Based on this feedback, it was felt that more emphasis should be given to training programs and personality development classes.


HOD ECE
HOD of ECE Department
Department of Electronics & Communication Engineering
G. S. S. Institute of Engineering & Technology

Copy to

- The Director
- The Principal



St. MARTIN'S ENGINEERING COLLEGE

Dhulapally, Secunderabad

CONVENING ORDER ACADEMIC COUNCIL

Academic Year: 2017-2018

The Academic Council is convened with the following members:

S. No.	Name of the faculty	Designation	Department
1	Dr. P. Santosh Kumar Patra	Convener	Principal
2	Dr. Anitha Kalagapurkar	Member	HOD-Civil
3	Dr. K. Shashidhar Reddy	Member	HOD-EEE
4	Dr. S. Anoop Kumar	Member	HOD-MECH
5	Dr.D. R.V.A Sharath Kumar	Member	HOD-ECE
6	Dr.D.B.K.Kamesh	Member	HOD-CSE
7	Dr. R. Ch. Appala Naidu	Member	HOD-IT
8	Dr.Y.Venkat Rangaiah	Member	HOD-MBA
9	Mr.V.Kesava Reddy	Member	HOD-S&H

Frequency of Meeting: Once in a year

Functions and Responsibilities:

1. Framing and revising the curriculum of all academic programs of the college as per the requirements.
2. Providing teaching requirements for completing academic programs.
3. Ensuring discipline amongst the students.
4. Promoting research activity within the college.
5. Making arrangements for conducting examinations, as required.
6. Encouraging students with awards, stipends, scholarships, medals and prizes and so on.
7. Facilitating and supervising the co-curricular activities for the students.
8. Supervising the functioning process of the Central Library of the college.
9. Motivating and guiding students in order to utilize the placement and training activities and interactive sessions.

PRINCIPAL

PRINCIPAL

St. MARTIN'S ENGINEERING COLLEGE
Dhulapally (V), Dundigal-Gandimaisamma (M)
Medchal-Malkajgiri (D), Secunderabad-500100



St. MARTIN'S ENGINEERING COLLEGE
Dhulapally, Secunderabad

Ref: SMEC/ Principal's Office/2017-18/12

Date: 30-05-2018

Circular

The Academic Council meeting will be held on 31-05-2018 at 11.30 AM in college at Principal Office.

All the members are requested to attend the meeting.

The Agenda of the meeting is as follows:

1. Reviewing identified gaps of Curriculum syllabus for Academic Year 2017-18.
2. Action to be taken for bridging the identified gaps.
3. Action to be taken according to the feedback received from stakeholders.

Cc:

[Signature]
PRINCIPAL
St. MARTIN'S ENGINEERING COLLEGE
Dhulapally (V), Dundigal-Gandimaisamma (M)
Medchal-Malkajgiri (D), Secunderabad-500100

S. No.	Name	Designation
1	Dr.P.Santosh Kumar Patra	Principal
2	Dr. Anitha Kalagapurkar	HOD-Civil
3	Dr. K. Shashidhar Reddy	HOD-EEE
4	Dr. C.V.Reddy	HOD-MECH
5	Dr. Lalith Kumar Kaul	HOD-ECE
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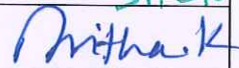

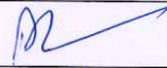
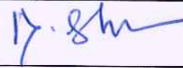
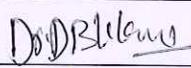

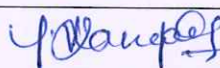
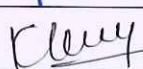
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Dhulapally, Secunderabad

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The decisions taken during the meeting are as follows-

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5. Submission of the perspective plan for the approval of the Governing Council of the college.
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31/5/18
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St. MARTIN'S ENGINEERING COLLEGE
Dhulapally (V), Dundigal-Gandimaisamma (M)
Medchal-Malkajigiri (D), Secunderabad-500100



St. MARTIN'S ENGINEERING COLLEGE

Dhulapally, Secunderabad

Academic Year: 2017-2018

Perspective Plan

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25		Seminar	Seminar On "Entrepreneurship"	11/10/2018
26		Certificate Program	SAP-FICO	10/11/2018

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IQAC



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Dhulapally (V), Dundigal-Gandimaisamma (M)
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- SIRO Recognition by MST, Govt. of India

Ref. No. SMEC/GCM/2018-19/02

Date: 12.07.2018

MINUTES OF THE MEETING

MINUTES OF THE GOVERNING COUNCIL MEETING HELD ON 12th JULY 2018 AT 10.30 A.M.

Venue: Board Room, Mahatma Gandhi Block

Members Present:

Sl.No.	NAME	DESIGNATION	SIGNATURE
1	Sri M. LAXMAN REDDY	Chairman	M. Laxman Reddy
2	Sri G. DURGAIAH YADAV	Vice-Chairman	G. Durgiah
3	Sri CH. MAHENDER REDDY	Secretary & Correspondent	Ch. Mahender Reddy
4	Sri G. NARSIMHA YADAV	Treasurer	G. Narsimha
5	Sri G. CHANDRASHAKER YADAV	Executive Director	G. Chandrashaker
6	Sri M. RAJASEKHAR REDDY	Member	M. Rajasekhara
7	Dr. S. TARA KALYANI	Governing Council Member, JNTUH	S. Tara Kalyani
8	Dr. P. SANTOSH KUMAR PATRA	Principal & Member Secretary	P. Santosh Kumar Patra
9	Mr. V. KESAVA REDDY	Member	V. Kesava Reddy
10	Dr. A. AMARENDRA BABU	IQAC Co-ordinator	A. Amarendra Babu

Principal welcomed all the Governing Council Members and started giving presentation about the present practices, achievements and activities of the institution. Progress of the previous meeting and action taken is reviewed. The Governing Council appraises the perspective plan which includes major policies of the institution such as service rules, welfare measures, providing financial support to staff for attending and conducting

For St. Martin's Engineering College

M. Laxman Reddy
Chairman

professional development courses. The Governing Council also looks into the implementation of the e-Governance, funds and grants received from various sources. Decides and allocates the funds for optimum utilization of the resources.

I) PLACEMENTS:

Last year total placement count is 702 which is a remarkable achievement. However, placement department has to list out the plan to have more opportunities for the students.

II) FEEDBACK:

Periodic feedbacks are collected from various stake holders as per the practice and analyzed summary report along with action taken were discussed. It is decided to take online feedback periodically from student about the teaching learning process.

The following decisions are taken:

- Steps taken to get identified gaps included in the curriculum.
- The feedback from Alumni will be analyzed and appropriate action will be taken.
- Extra Curricular activities should be conducted on regular basis.
- The students are encouraged to undergo various activities for self learning.
- To award the students and staff members who have participated in research and development activities.
- To enter into MOU with various industries to improve the interaction between the academia and industry sector.
- The gap between the industry requirements and the curriculum is bridged by adding certificate and value added programs.
- Bridging the identified gaps by including them in the content beyond syllabus.

III) INNOVATIVE PROJECT:

Students should be encouraged to do innovative projects or product.

IV) CONDUCTION OF VARIOUS PROGRAMMES:

Report about Faculty Development Programs, Seminars, Workshops, guest lectures, symposium, chart exhibition etc., are organized by various departments are discussed and suggested to continue the same for the current and upcoming semester as per academic calendar.

V) RESULT ANALYSIS AND ADOPTION OF OBE:

Result analysis is discussed and appreciated by the Chairman. Also suggested to strictly adhere to the mechanism for achieving outcome based education.

VI) R&D CELL ACTIVITIES:

The faculty research paper publications, conference presentation, book publication, patent filing, consultancy, funding projects are appreciated.

VII) BUDGET:

Budget utilization with respect to planning is discussed about advertisement, annual day, insurance, miscellaneous, maintenance of physical & academic maintenance, infrastructure, budget for updation and up gradation of computing facility, salaries, books and e-resources in the library etc,. Also discussed about the budget planning and sources of fund for the upcoming financial year.

VIII) SKILL IMPROVEMENT:

Campus Ready Training (CRT), Career Counseling for all the final year students are conducted. Yoga and Meditation classes are offered to all the students. Vocational Education

For St. Martin's Engineering College

M. Laxman Reddy
Chairman

Training (VET) programmes are initiated for the students. To improve the skill set of student and make them skillful and employable various activities are conducted such as competitive exams, career counseling, guidance for entrepreneurship, soft skill training, remedial coaching, bridge course etc, list of the companies visited and number of student placed are also discussed. Principal is asked to continue the same practices. However it is suggested to add more companies for the placement drive. For the holistic development it is also decided to conduct yoga and meditation classes for all. Decided to conduct vocational education training for the student for their betterment.

IX) FINANCIAL AUDIT:

Financial audit by Internal and External exports are presented and also decided to continue with the same process. The governing members also looked into the implementation of E-Governance, prospective plan which includes service rule, welfare measures and sponsorship for staff for attending professional development courses. It is also decided to develop ERP In-house and should be ready for implementation.

X) INTERNAL QUALITY ASSURANCE CELL (IQAC):

Average number of quality initiative by IQAC for promoting quality culture is analyzed.

XI) CODE OF CONDUCT:

Code of conduct, Hand book presented to members which includes transparency in Financial, Academic, Administrative and Auxiliary function. Governing members have gone through it and suggested changes and go for implementation.

XII) SERVICE BOOK:

Service rule book is reviewed and put in practice.

XIII) DELEGATION OF FINANCIAL POWERS:

For the smooth administration and approval, the Board Members are pleased to delegate up to Rs. 20 Lakhs financial approval for the administration works to Principal, HODs & Administrative Officer are also given financial approval up to Rs. 5.5 Lakhs with immediate effect.

XIV) ALUMNI MEET:

Alumni Association named 'DISHA' is conducted and it was a very successful event.

XV) OTHER GENERAL ISSUES:

Discussed about Academics, Administration, Placement, Research, Transport, Hostel, Banking, Sports, Canteen, Staff and Students Welfare Activities, Student issues, Faculty issues, Parent issues etc. in detailed.

For St. Martin's Engineering College
Signature of the Chairman *M. Pavan Reddy*
Chairman



St. MARTIN'S ENGINEERING COLLEGE
Dhulapally, Secunderabad

Department of Computer Science and Engineering

2017-2018

Circular

Date: 23/05/2018

Sub: Department Advisory Committee (DAC) meet for analyzing Department Curriculum syllabus of Academic Year of 2017-18 -reg.

This is to inform that there will be a meeting for all Department Advisory Committee members for analyzing the Curriculum syllabus of Academic Year of 2017-2018. The meeting is scheduled on 24-05-2018 at 2.00PM in the Department Seminar hall.

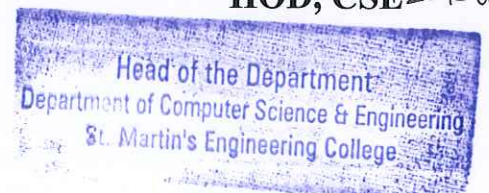
Department Committee Members:

1. Dr. D. B. K Kamesh
2. Dr. Akella Amarendra Babu
3. Dr. JVN Ramesh
4. Dr. G. Sambasiva Rao
5. Dr J Rajesh Chandra
6. Mr.N.Sainath
7. Mr.A.Mruthyunjam

Professor & HOD *Dr. D. B. K Kamesh*
Professor *Dr. Akella Amarendra Babu*
Professor *Dr. JVN Ramesh*
Professor *Dr. G. Sambasiva Rao*
Associate Professor *Dr. J Rajesh Chandra*
Associate Professor *Mr. N. Sainath*
Assistant Professor *Mr. A. Mruthyunjam*

Dr. D. B. K Kamesh
HOD, CSE 23/5/18

Copy To:
Department committee members
Department Notice Board
Principal
Chairman





St. Martin's Engineering College
Dhulapally, Secunderabad
Department of Computer Science and Engineering

2017-2018

24-05-2018

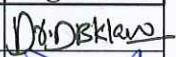


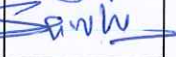
MINUTES OF THE MEETING

With reference to the circular dated on 23rd, May 2018, the DAC assembled in the Department Meeting Room for addressing and reviewing the following agenda.

Agenda :

- Reviewing the analysis of Department Curriculum syllabus Academic Year of 2017-18.
- Identifying the gaps.
- Action to be taken for Identified gaps.

During the meeting the following members were present

S.NO.	FULL NAME	Designation	Signature
1	Dr. D. B. K Kamesh	Professor, HOD	
2	Dr. S.Viswanadha Raju	Professor JNTUH	
3	Dr. Akella Amarendra Babu	Professor	
4	Dr. JVN Ramesh	Professor	
5	Dr. G. Sambasiva Rao	Professor	
6	Dr J Rajesh Chandra	Associate Professor	
7	Mr.N.Sainath	Associate Professor	
8	Mr.A.Mruthyunjam	Associate Professor	
9	D.Sindhu	Alumni	
10	Mr.K.Matta Reddy	Technical Manager	

The following points were discussed during the meeting and the minutes were recorded as below,

1. The committee members discussed reviewed the analysis of the department curriculum/syllabus.
2. The committee members discussed about the feedback analysis of the same.
3. The members conversed on identify gaps based on the analysis.
4. The following actions were proposed to be taken for the identified gaps.

S. No.	Course Year	Course Title	Identified Gap
1	II-II	Computer Organization	System Performance Tuning in DMA
2	III-II	Information Security	Public Key Cryptography Principles and Algorithms, Kerberos and IDS (Intrusion Detection Systems)
3	IV-I	Cloud Computing	Iaas, Cloud Services, Paas, Saas, types of Cloud Deployments (Public, Private, Hybrid).
4	IV-I	Linux Programming	Embedded Linux System, Bash Programming, Semaphores.

5. The following actions were proposed to be taken for the Student's feedback.

Action to be taken:

The feedback of the students helped the institution to add practical teaching methodologies, industrial visits, as a part of curriculum to help the student's improve their technical persona.

6. The following actions were proposed to be taken for the parent's feedback.

Action to be taken:

The feedback of the parents promoted the institution to add-on internships, industrial visits. into the curriculum to help shape the students technical persona, as per the requirements and wishes of the parents.

7. The following actions were proposed to be taken for the Alumni feedback.

Action to be taken:

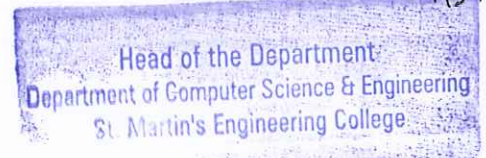
The opinion of the Alumni and the benefits that they had derived ,helped the institution to focus on the lacunae in the syllabus, and add-on through extra and in-depth practical explanations.

8. The following actions were proposed to be taken for the Employer feedback.

Action to be taken:

Based on this feedback, it was felt that more emphasis should be given to training programs as per the latest technologies in the market.

Dr. D. R. K. K. K. K.
HOD, CSE 24/5/18



Copy to

- The Director
- The Principal



St. Martin's Engineering College
Dhulapally, Secunderabad
Department of Computer Science and Engineering

2017-2018

25-05-2018

To,

The Academic Council,

St.Martin's Engineering College,

Dhulapally, Secunderabad.

Sub: Requisition to help in rectification of the gaps found in curriculum syllabus of Academic Year 2017-18-Reg.

Ref: Department Advisory Committee (DAC) Meeting.

Sir,

There was a Department Advisory Committee (DAC) meet for analyzing the Department Curriculum/syllabus on following aspects

- Reviewing the analysis of the Department Curriculum/syllabus.
- Identifying the gaps.
- Action to be taken for Identified gaps.
- Analysis of the feedback received from stakeholders.

In the meeting we had identified gaps in following subjects and we request you to help rectifying the gaps.

S. No.	Course Year	Course Title	Identified Gap
1	II-II	Database Management Systems	Database Oriented Approach to Data Management
2	II-II	Design and Analysis of Algorithms	Algebraic Problems
3	II-I	Compiler Design	Partial Recursive Functions and Turing Machines
4	III-II	Information Security	Kerberos and Ids (Intrusion Detection Systems)

- **The following actions were proposed to be taken for the Student's feedback.**

Action to be taken:

The feedback of the students helped the institution to add practical teaching methodologies, industrial visits, as a part of curriculum to help the student's improve their technical persona.

- **The following actions were proposed to be taken for the parent's feedback.**

Action to be taken:

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Action to be taken:

The opinion of the Alumni and the benefits that they had derived ,helped the institution to focus on the lacunae in the syllabus, and add-on through extra and in-depth practical explanations.

- **The following actions were proposed to be taken for the Employer feedback.**

Action to be taken:

Based on this feedback, it was felt that more emphasis should be given to training programs and personality development classes.

Copy to

- The Director
- The Principal

DSDK/CSE
HOD CSE 25/5/22
Head of the Department
Department of Computer Science & Engineering
St. Martin's Engineering College



St. MARTIN'S ENGINEERING COLLEGE

Dhulapally, Secunderabad

CONVENING ORDER ACADEMIC COUNCIL

Academic Year: 2017-2018

The Academic Council is convened with the following members:

S. No.	Name of the faculty	Designation	Department
1	Dr. P. Santosh Kumar Patra	Convener	Principal
2	Dr. Anitha Kalagapurkar	Member	HOD-Civil
3	Dr. K. Shashidhar Reddy	Member	HOD-EEE
4	Dr. S. Anoop Kumar	Member	HOD-MECH
5	Dr.D. R.V.A Sharath Kumar	Member	HOD-ECE
6	Dr.D.B.K.Kamesh	Member	HOD-CSE
7	Dr. R. Ch. Appala Naidu	Member	HOD-IT
8	Dr.Y.Venkat Rangaiah	Member	HOD-MBA
9	Mr.V.Kesava Reddy	Member	HOD-S&H

Frequency of Meeting: Once in a year

Functions and Responsibilities:

1. Framing and revising the curriculum of all academic programs of the college as per the requirements.
2. Providing teaching requirements for completing academic programs.
3. Ensuring discipline amongst the students.
4. Promoting research activity within the college.
5. Making arrangements for conducting examinations, as required.
6. Encouraging students with awards, stipends, scholarships, medals and prizes and so on.
7. Facilitating and supervising the co-curricular activities for the students.
8. Supervising the functioning process of the Central Library of the college.
9. Motivating and guiding students in order to utilize the placement and training activities and interactive sessions.

PRINCIPAL

PRINCIPAL

St. MARTIN'S ENGINEERING COLLEGE
Dhulapally (V), Dundigal-Gandimaisamma (M)
Medchal-Malkajgiri (D), Secunderabad-500100



St. MARTIN'S ENGINEERING COLLEGE
Dhulapally, Secunderabad

Ref: SMEC/ Principal's Office/2017-18/12

Date: 30-05-2018

Circular

The Academic Council meeting will be held on 31-05-2018 at 11.30 AM in college at Principal Office.

All the members are requested to attend the meeting.

The Agenda of the meeting is as follows:

1. Reviewing identified gaps of Curriculum syllabus for Academic Year 2017-18.
2. Action to be taken for bridging the identified gaps.
3. Action to be taken according to the feedback received from stakeholders.

Cc:

[Signature]
PRINCIPAL
St. MARTIN'S ENGINEERING COLLEGE
Dhulapally (V), Dundigal-Gandimaisamma (M)
Medchal-Malkajgiri (D), Secunderabad-500100

S. No.	Name	Designation
1	Dr.P.Santosh Kumar Patra	Principal
2	Dr. Anitha Kalagapurkar	HOD-Civil
3	Dr. K. Shashidhar Reddy	HOD-EEE
4	Dr. C.V.Reddy	HOD-MECH
5	Dr. Lalith Kumar Kaul	HOD-ECE
6	Dr.D.B.K.Kamesh	HOD-CSE
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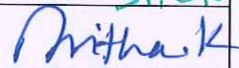

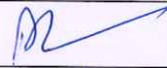
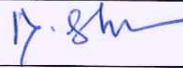
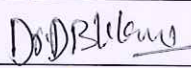

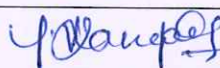
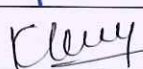
St. MARTIN'S ENGINEERING COLLEGE

Dhulapally, Secunderabad

Minutes of Academic Council Meeting held on 31-05-2018

With reference to the circular dated 30-05-2018, members of Academic Council assembled in Principal Office for addressing and reviewing the agenda.


The following members attended the meeting

S. No.	Name	Designation	Signature
1	Dr.P.Santosh Kumar Patra	Principal	
2	Dr. Anitha Kalagapurkar	HOD-Civil	
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The decisions taken during the meeting are as follows-

1. The identified gaps to be bridged by including them in the content beyond syllabus.
2. The feedback from Alumni will be analyzed and remedial actions to be taken.
3. Plan for Extra Curricular activities on regular basis for the upliftment of the students.
4. Implementation of Certificate and Add-On Courses for Academic Year 2018-19.
5. Submission of the perspective plan for the approval of the Governing Council of the college.
6. The Consolidated feedback report from various departments is reviewed and approved.
7. All the above points sent to Governing Council for approval.

As there were no more points for discussion the meeting was concluded.


31/5/18
PRINCIPAL

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St. MARTIN'S ENGINEERING COLLEGE
Dhulapally (V), Dundigal-Gandimaisamma (M)
Medchal-Malkajigiri (D), Secunderabad-500100



St. MARTIN'S ENGINEERING COLLEGE

Dhulapally, Secunderabad

Academic Year: 2017-2018

Perspective Plan

S. No.	Department	Name of the Activity	Title of the Event	Tentative date
1	CIVIL	Workshop	Fibre Reinforced Concrete	01/09/2018
2		Guest lecture	"Land Use and Land Cover analysis Using GIS"	12/11/2018
3		Seminar	Seminar on "National Building Code"	15/11/2018
4		Certificate Program	Primavera Software	12/12/2018
5	EEE	Workshop	Design Analysis and operation of Power System	01/09/2018
6		Guest lecture	"Air and Gas Insulated Substations"	12/11/2018
7		Seminar	Seminar on "Digital Signal Processing"	15/11/2018
8		Certificate Program	Solar Energy Technologies	12/12/2018
9	MECH	Workshop	Workshop on "Research Methodology for Advanced Areas in Engineering and Technology"	14/10/2018
10		Seminar	Seminar on "Fluid Thermal Applications"	15/11/2018
11		Certificate Program	Solar Energy Technologies	12/12/2018
12		Workshop	Workshop on "Line Follower"	03/08/2018
13		Industrial Visits	Industrial Visits	10/10/2018

14	ECE	Seminar	Seminar on "Communication Challenges in Design of Unmanned Aerial vehicle (UAV)"	11/11/2018
15		Certificate Program	FIN-Fet Technology	10/12/2018
16	CSE	Workshop	Work Shop on "Python"	03/08/2018
17		Industrial Visits	Industrial Visits	17/07/2018 to 06/10/2018
18		Seminar	Seminar on "Database Design And programming with SQL"	11/11/2018
19		Certificate Program	HADOOP	10/12/2018
20	IT	Workshop	Work Shop on "Python"	03/08/2018
21		Industrial Visits	Industrial Visits	17/07/2018 to 06/10/2018
22		Seminar	Seminar on "Database Design And programming with SQL"	11/11/2018
23		Certificate Program	HADOOP	10/12/2018
24	MBA	Workshop	Workshop on "Stock Exchange"	03/09/2018
25		Seminar	Seminar On "Entrepreneurship"	11/10/2018
26		Certificate Program	SAP-FICO	10/11/2018

Handwritten signature of IQAC

IQAC



Handwritten signature of Principal

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Dhulapally (V), Dundigal-Gandimaisamma (M)
Medchal-Malkajgiri (D), Secunderabad-500100



St. MARTIN'S ENGINEERING COLLEGE

- ESTD : 2002 • A Non Minority Institution
- Affiliated to JNTUH • Approved by AICTE
- ISO 9001:2008 Certified • Accredited by NAAC & NBA
- SIRO Recognition by MST, Govt. of India

Ref. No. SMEC/GCM/2018-19/02

Date: 12.07.2018

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For St. Martin's Engineering College

M. Laxman Reddy
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For St. Martin's Engineering College

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XV) OTHER GENERAL ISSUES:

Discussed about Academics, Administration, Placement, Research, Transport, Hostel, Banking, Sports, Canteen, Staff and Students Welfare Activities, Student issues, Faculty issues, Parent issues etc. in detailed.

For St. Martin's Engineering College
Signature of the Chairman *M. Pavan Reddy*
Chairman



St. MARTIN'S ENGINEERING COLLEGE
Dhulapally, Secunderabad

Department of Information Technology

2017-2018

Circular

Date: 23/05/2018

Sub: Department Advisory Committee (DAC) meet for analyzing Department Curriculum syllabus of Academic Year of 2017-18 -reg.

This is to inform that there will be a meeting for all Department Advisory Committee members for analyzing the Curriculum syllabus of Academic Year of 2017-2018. The meeting is scheduled on 24-05-2018 at 3.00PM in the Department Seminar hall.

Department Committee Members:

- | | |
|-----------------------|---------------------|
| 1. Dr. R.Ch.A.Naidu | Professor & HOD |
| 2. Dr. S.V Achuta Rao | Associate Professor |
| 3. Dr. U. Sivaji | Associate Professor |
| 4. Mrs.A.Santoshi | Assistant Professor |
| 5. Mrs. Keerthi | Assistant Professor |
| 6. Mrs. Varalakshmi | Assistant Professor |
| 7. Mrs. B. Ramya Sri | Assistant Professor |

Ch. Naidu

HOD, IT

Copy To:
Department committee members
Department Notice Board
Principal
Chairman

Head of the Department
Department of Information Technology
St. Martin's Engineering College



St. Martin's Engineering College
Dhulapally, Secunderabad
Department of Information Technology

2017-2018

24-05-2018

MINUTES OF THE MEETING

With reference to the circular dated on 23rd, May 2018, the DAC assembled in the Department Meeting Room for addressing and reviewing the following agenda.

Agenda :

- Reviewing the analysis of Department Curriculum syllabus Academic Year of 2017-18.
- Identifying the gaps.
- Action to be taken for Identified gaps.

During the meeting the following members were present

S.NO.	FULL NAME	Designation	Signature
1	Dr. R.Ch.A.Naidu	Professor, HOD	Ch. Naidu
2	Dr. S.Viswanadha Raju	Professor JNTUH	i. Raju
3	Dr. S.V Achuta Rao	Professor	Soo
4	Dr. U. Sivaji	Professor	Sivaji.V
5	Mrs.A.Santoshi	Professor	Santoshi
6	Mrs. Keerthi	Assistant Professor	(K)
7	Mrs.V. Varalakshmi	Assistant Professor	Varalakshmi
8	Mrs. B. Ramya Sri	Assistant Professor	Ramya
9	Mr,G.Akhil	Alumni	Akhil
10	Mr.A. Srujan	Technical Manager	Srujan

The following points were discussed during the meeting and the minutes were recorded as below,

1. The committee members discussed reviewed the analysis of the department curriculum/syllabus.
2. The committee members discussed about the feedback analysis of the same.
3. The members conversed on identify gaps based on the analysis.
4. The following actions were proposed to be taken for the identified gaps.
5. **The following actions were proposed to be taken for the parent's feedback.**

S. No.	Course Year	Course Title	Identified Gap
1	II-I	Object oriented programming through JAVA	Web Application Development which Core Java doesn't support
2	II-II	Database Management Systems	Database Model Concepts, Relational Model Concepts
3	III-II	Cryptography and network security	Secure Network Layouts/ Architecture, Wireless Security
4	IV-II	E-Commerce	Sales Promotions, Email Marketing.

ACTION TAKEN:

The feedback of the parents promoted the institution to add-on certificate courses, internships, industrial visits, talks by experts etc., into the curriculum to help shape the student's technical persona, as per the requirements and wishes of the parents.

6. **The following actions were proposed to be taken for the Alumni feedback.**

ACTION TAKEN:

The opinion of the Alumni and the benefits that they had derived ,helped the institution to focus on the lacunae in the syllabus, and add-on through extra and in-depth practical explanations, lab programs, leads-on real-time experience etc., into the teaching learning methodology.

7. The following actions were proposed to be taken for the Employer feedback.

ACTION TAKEN:

Based on this feedback, it was felt that more emphasis should be given to training programs and personality development classes.

Ch. Nairan

HOD, IT

Head of the Department
Department of Information Technology
St. Martin's Engineering College

Copy to

- The Director
- The Principal



St. MARTIN'S ENGINEERING COLLEGE

Dhulapally, Secunderabad

CONVENING ORDER ACADEMIC COUNCIL

Academic Year: 2017-2018

The Academic Council is convened with the following members:

S. No.	Name of the faculty	Designation	Department
1	Dr. P. Santosh Kumar Patra	Convener	Principal
2	Dr. Anitha Kalagapurkar	Member	HOD-Civil
3	Dr. K. Shashidhar Reddy	Member	HOD-EEE
4	Dr. S. Anoop Kumar	Member	HOD-MECH
5	Dr.D. R.V.A Sharath Kumar	Member	HOD-ECE
6	Dr.D.B.K.Kamesh	Member	HOD-CSE
7	Dr. R. Ch. Appala Naidu	Member	HOD-IT
8	Dr.Y.Venkat Rangaiah	Member	HOD-MBA
9	Mr.V.Kesava Reddy	Member	HOD-S&H

Frequency of Meeting: Once in a year

Functions and Responsibilities:

1. Framing and revising the curriculum of all academic programs of the college as per the requirements.
2. Providing teaching requirements for completing academic programs.
3. Ensuring discipline amongst the students.
4. Promoting research activity within the college.
5. Making arrangements for conducting examinations, as required.
6. Encouraging students with awards, stipends, scholarships, medals and prizes and so on.
7. Facilitating and supervising the co-curricular activities for the students.
8. Supervising the functioning process of the Central Library of the college.
9. Motivating and guiding students in order to utilize the placement and training activities and interactive sessions.

PRINCIPAL

PRINCIPAL

St. MARTIN'S ENGINEERING COLLEGE
Dhulapally (V), Dundigal-Gandimaisamma (M)
Medchal-Malkajgiri (D), Secunderabad-500100



St. MARTIN'S ENGINEERING COLLEGE
Dhulapally, Secunderabad

Ref: SMEC/ Principal's Office/2017-18/12

Date: 30-05-2018

Circular

The Academic Council meeting will be held on 31-05-2018 at 11.30 AM in college at Principal Office.

All the members are requested to attend the meeting.

The Agenda of the meeting is as follows:

1. Reviewing identified gaps of Curriculum syllabus for Academic Year 2017-18.
2. Action to be taken for bridging the identified gaps.
3. Action to be taken according to the feedback received from stakeholders.

Cc:

[Signature]
PRINCIPAL
St. MARTIN'S ENGINEERING COLLEGE
Dhulapally (V), Dundigal-Gandimaisamma (M)
Medchal-Malkajgiri (D), Secunderabad-500100

S. No.	Name	Designation
1	Dr.P.Santosh Kumar Patra	Principal
2	Dr. Anitha Kalagapurkar	HOD-Civil
3	Dr. K. Shashidhar Reddy	HOD-EEE
4	Dr. C.V.Reddy	HOD-MECH
5	Dr. Lalith Kumar Kaul	HOD-ECE
6	Dr.D.B.K.Kamesh	HOD-CSE
7	Dr.R.Ch.Appala Naidu	HOD-IT
8	Dr.Y.VenkatRangaiah	HOD-MBA
9	Mr.V.Kesava Reddy	HOD-S&H




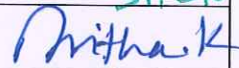

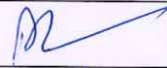
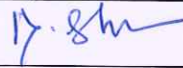
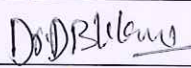

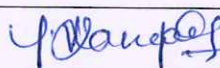
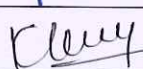
St. MARTIN'S ENGINEERING COLLEGE

Dhulapally, Secunderabad

Minutes of Academic Council Meeting held on 31-05-2018

With reference to the circular dated 30-05-2018, members of Academic Council assembled in Principal Office for addressing and reviewing the agenda.


The following members attended the meeting

S. No.	Name	Designation	Signature
1	Dr.P.Santosh Kumar Patra	Principal	
2	Dr. Anitha Kalagapurkar	HOD-Civil	
3	Dr. K. Shashidhar Reddy	HOD-EEE	
4	Dr. S. Anoop Kumar	HOD-MECH	
5	Dr. D.V.A.Sharath Kumar	HOD-ECE	
6	Dr.D.B.K.Kamesh	HOD-CSE	
7	Dr.R.Ch.Appala Naidu	HOD-IT	
8	Dr.Y.VenkatRangaiah	HOD-MBA	
9	Dr.V.Kesava Reddy	HOD-S&H	

The decisions taken during the meeting are as follows-

1. The identified gaps to be bridged by including them in the content beyond syllabus.
2. The feedback from Alumni will be analyzed and remedial actions to be taken.
3. Plan for Extra Curricular activities on regular basis for the upliftment of the students.
4. Implementation of Certificate and Add-On Courses for Academic Year 2018-19.
5. Submission of the perspective plan for the approval of the Governing Council of the college.
6. The Consolidated feedback report from various departments is reviewed and approved.
7. All the above points sent to Governing Council for approval.

As there were no more points for discussion the meeting was concluded.


31/5/18
PRINCIPAL

PRINCIPAL
St. MARTIN'S ENGINEERING COLLEGE
Dhulapally (V), Dundigal-Gandimaisamma (M)
Medchal-Malkajigiri (D), Secunderabad-500100



St. MARTIN'S ENGINEERING COLLEGE

Dhulapally, Secunderabad

Academic Year: 2017-2018

Perspective Plan

S. No.	Department	Name of the Activity	Title of the Event	Tentative date
1	CIVIL	Workshop	Fibre Reinforced Concrete	01/09/2018
2		Guest lecture	"Land Use and Land Cover analysis Using GIS"	12/11/2018
3		Seminar	Seminar on "National Building Code"	15/11/2018
4		Certificate Program	Primavera Software	12/12/2018
5	EEE	Workshop	Design Analysis and operation of Power System	01/09/2018
6		Guest lecture	"Air and Gas Insulated Substations"	12/11/2018
7		Seminar	Seminar on "Digital Signal Processing"	15/11/2018
8		Certificate Program	Solar Energy Technologies	12/12/2018
9	MECH	Workshop	Workshop on "Research Methodology for Advanced Areas in Engineering and Technology"	14/10/2018
10		Seminar	Seminar on "Fluid Thermal Applications"	15/11/2018
11		Certificate Program	Solar Energy Technologies	12/12/2018
12		Workshop	Workshop on "Line Follower"	03/08/2018
13		Industrial Visits	Industrial Visits	10/10/2018

14	ECE	Seminar	Seminar on "Communication Challenges in Design of Unmanned Aerial vehicle (UAV)"	11/11/2018
15		Certificate Program	FIN-Fet Technology	10/12/2018
16	CSE	Workshop	Work Shop on "Python"	03/08/2018
17		Industrial Visits	Industrial Visits	17/07/2018 to 06/10/2018
18		Seminar	Seminar on "Database Design And programming with SQL"	11/11/2018
19		Certificate Program	HADOOP	10/12/2018
20	IT	Workshop	Work Shop on "Python"	03/08/2018
21		Industrial Visits	Industrial Visits	17/07/2018 to 06/10/2018
22		Seminar	Seminar on "Database Design And programming with SQL"	11/11/2018
23		Certificate Program	HADOOP	10/12/2018
24	MBA	Workshop	Workshop on "Stock Exchange"	03/09/2018
25		Seminar	Seminar On "Entrepreneurship"	11/10/2018
26		Certificate Program	SAP-FICO	10/11/2018

Handwritten signature of IQAC

IQAC



Handwritten signature of Principal

PRINCIPAL

PRINCIPAL

St. MARTIN'S ENGINEERING COLLEGE
Dhulapally (V), Dundigal-Gandimaisamma (M)
Medchal-Malkajgiri (D), Secunderabad-500100



St. MARTIN'S ENGINEERING COLLEGE

- ESTD : 2002 • A Non Minority Institution
- Affiliated to JNTUH • Approved by AICTE
- ISO 9001:2008 Certified • Accredited by NAAC & NBA
- SIRO Recognition by MST, Govt. of India

Ref. No. SMEC/GCM/2018-19/02

Date: 12.07.2018

MINUTES OF THE MEETING

MINUTES OF THE GOVERNING COUNCIL MEETING HELD ON 12th JULY 2018 AT 10.30 A.M.

Venue: Board Room, Mahatma Gandhi Block

Members Present:

Sl.No.	NAME	DESIGNATION	SIGNATURE
1	Sri M. LAXMAN REDDY	Chairman	M. Laxman Reddy
2	Sri G. DURGAIAH YADAV	Vice-Chairman	G. Durgiah
3	Sri CH. MAHENDER REDDY	Secretary & Correspondent	Ch. Mahender Reddy
4	Sri G. NARSIMHA YADAV	Treasurer	G. Narsimha
5	Sri G. CHANDRASHAKER YADAV	Executive Director	G. Chandrashaker
6	Sri M. RAJASEKHAR REDDY	Member	M. Rajasekhara
7	Dr. S. TARA KALYANI	Governing Council Member, JNTUH	S. Tara Kalyani
8	Dr. P. SANTOSH KUMAR PATRA	Principal & Member Secretary	P. Santosh Kumar
9	Mr. V. KESAVA REDDY	Member	V. Kesava Reddy
10	Dr. A. AMARENDRA BABU	IQAC Co-ordinator	A. Amarendra Babu

Principal welcomed all the Governing Council Members and started giving presentation about the present practices, achievements and activities of the institution. Progress of the previous meeting and action taken is reviewed. The Governing Council appraises the perspective plan which includes major policies of the institution such as service rules, welfare measures, providing financial support to staff for attending and conducting

For St. Martin's Engineering College

M. Laxman Reddy
Chairman

professional development courses. The Governing Council also looks into the implementation of the e-Governance, funds and grants received from various sources. Decides and allocates the funds for optimum utilization of the resources.

I) PLACEMENTS:

Last year total placement count is 702 which is a remarkable achievement. However, placement department has to list out the plan to have more opportunities for the students.

II) FEEDBACK:

Periodic feedbacks are collected from various stake holders as per the practice and analyzed summary report along with action taken were discussed. It is decided to take online feedback periodically from student about the teaching learning process.

The following decisions are taken:

- Steps taken to get identified gaps included in the curriculum.
- The feedback from Alumni will be analyzed and appropriate action will be taken.
- Extra Curricular activities should be conducted on regular basis.
- The students are encouraged to undergo various activities for self learning.
- To award the students and staff members who have participated in research and development activities.
- To enter into MOU with various industries to improve the interaction between the academia and industry sector.
- The gap between the industry requirements and the curriculum is bridged by adding certificate and value added programs.
- Bridging the identified gaps by including them in the content beyond syllabus.

III) INNOVATIVE PROJECT:

Students should be encouraged to do innovative projects or product.

IV) CONDUCTION OF VARIOUS PROGRAMMES:

Report about Faculty Development Programs, Seminars, Workshops, guest lectures, symposium, chart exhibition etc., are organized by various departments are discussed and suggested to continue the same for the current and upcoming semester as per academic calendar.

V) RESULT ANALYSIS AND ADOPTION OF OBE:

Result analysis is discussed and appreciated by the Chairman. Also suggested to strictly adhere to the mechanism for achieving outcome based education.

VI) R&D CELL ACTIVITIES:

The faculty research paper publications, conference presentation, book publication, patent filing, consultancy, funding projects are appreciated.

VII) BUDGET:

Budget utilization with respect to planning is discussed about advertisement, annual day, insurance, miscellaneous, maintenance of physical & academic maintenance, infrastructure, budget for updation and up gradation of computing facility, salaries, books and e-resources in the library etc,. Also discussed about the budget planning and sources of fund for the upcoming financial year.

VIII) SKILL IMPROVEMENT:

Campus Ready Training (CRT), Career Counseling for all the final year students are conducted. Yoga and Meditation classes are offered to all the students. Vocational Education

For St. Martin's Engineering College

M. Laxman Reddy
Chairman

Training (VET) programmes are initiated for the students. To improve the skill set of student and make them skillful and employable various activities are conducted such as competitive exams, career counseling, guidance for entrepreneurship, soft skill training, remedial coaching, bridge course etc, list of the companies visited and number of student placed are also discussed. Principal is asked to continue the same practices. However it is suggested to add more companies for the placement drive. For the holistic development it is also decided to conduct yoga and meditation classes for all. Decided to conduct vocational education training for the student for their betterment.

IX) FINANCIAL AUDIT:

Financial audit by Internal and External exports are presented and also decided to continue with the same process. The governing members also looked into the implementation of E-Governance, prospective plan which includes service rule, welfare measures and sponsorship for staff for attending professional development courses. It is also decided to develop ERP In-house and should be ready for implementation.

X) INTERNAL QUALITY ASSURANCE CELL (IQAC):

Average number of quality initiative by IQAC for promoting quality culture is analyzed.

XI) CODE OF CONDUCT:

Code of conduct, Hand book presented to members which includes transparency in Financial, Academic, Administrative and Auxiliary function. Governing members have gone through it and suggested changes and go for implementation.

XII) SERVICE BOOK:

Service rule book is reviewed and put in practice.

XIII) DELEGATION OF FINANCIAL POWERS:

For the smooth administration and approval, the Board Members are pleased to delegate up to Rs. 20 Lakhs financial approval for the administration works to Principal, HODs & Administrative Officer are also given financial approval up to Rs. 5.5 Lakhs with immediate effect.

XIV) ALUMNI MEET:

Alumni Association named 'DISHA' is conducted and it was a very successful event.

XV) OTHER GENERAL ISSUES:

Discussed about Academics, Administration, Placement, Research, Transport, Hostel, Banking, Sports, Canteen, Staff and Students Welfare Activities, Student issues, Faculty issues, Parent issues etc. in detailed.

For St. Martin's Engineering College
Signature of the Chairman *M. Pavan Reddy*
Chairman



St. Martin'S Engineering College
Dhulapally, Secunderabad.
Department of Master of Business Administration

Academic Year: 2017-2018

24-05-2018

MINUTES OF THE MEETING

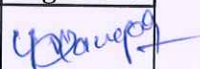

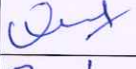
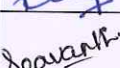

With reference to the circular dated on 23rd, May 2018, the DAC assembled in the Department Meeting Room for addressing and reviewing the following agenda.

Agenda :

- Reviewing the analysis of Department Curriculum syllabus for the year 2017-18.
- Identifying the gaps.
- Action to be taken for Identified gaps.

During the meeting the following members were present,

PRESENT

S.NO.	FULL NAME	Designation	Signature
1	Dr.Y.VenkataRangaiah	HOD & Professor	
2	Dr.A.Kalyani	Associate Professor	
3	Mr.T.C.S Reddy	Associate Professor	
4	Ms. E.Pranavi	Assistant Professor	
5	Ms.G.Sravanth	Assistant Professor	

The following points were discussed during the meeting and the minutes were recorded as below,

- 1.The committee members discussed reviewed the analysis of the department curriculum/syllabus.
- 2.The committee members discussed about the feedback analysis of the same.
- 3.The members conversed on identify gaps based on the analysis.
- 4.The following actions were proposed to be taken for the identified gaps.

S. No.	Course Year	Course Title	Identified Gap
1	I-I	Business laws & business Environment	Legal issues in business. Law to prevent potential legal issues before
2	I-II	Banking insurance	Banking and insurance markets.
3	II-I	WTO&IPR	TRIPS Agreement Trade in knowledge and creativity Resolving trade disputes over intellectual property, and in assuring WTO members
4	II-II	Management of technology	Management and Technological realities Businesses that deal with an ever-changing industry.

5. The following actions were proposed to be taken for the student feedback.

ACTION TO BE TAKEN:

The opinion of the Student helps the institution to focus on the real-time experience into the teaching learning methodology.

6. The following actions were proposed to be taken for the parents feedback.

ACTION TO BE TAKEN:

The feedback of the parents promotes the institution to conduct add-on certificate courses, internships, industrial visits, talks by experts etc., into the curriculum to help shape the students technical personal, as per the requirements and wishes of the parents.

7. The following actions were proposed to be taken for the Alumni feedback.

ACTION TO BE TAKEN:

The opinion of the Alumni and the benefits that they will derive, helps the institution to focus on the lacunae in the syllabus, and add-on through extra and in-depth practical explanations, lab programs, leads-on real-time experience etc., into the teaching learning methodology.

8. The following actions were proposed to be taken for the Employer feedback.

ACTION TO BE TAKEN:

Based on this feedback, more emphasis should be given to training programs and personality development classes

Copy to

- The Director
- The Principal


HOD-MBA

Head of the Department
Department of MBA
St. Martin's Engineering College



St. Martin's Engineering College
Dhulapally, Secunderabad
Department of Master of Business Administration

Academic Year: 2017-2018

25-05-2018

To,

The Academic Council,
St.Martin's Engineering College,
Dhulapally,Secunderabad.

Sub: Requisition to help in rectification of the gaps found in curriculum syllabus for the year 2017-18 -Reg.

Ref: Department Advisory Committee (DAC) Meeting.

Sir,

There was a Department Advisory Committee (DAC) meet for analyzing the Department Curriculum/syllabus on following aspects

- Reviewing the analysis of the Department Curriculum/syllabus.
- Identifying the gaps.
- Action to be taken for Identified gaps.
- Analysis of the feedback received from stakeholders.

In the meeting we had identified gaps in following subjects and we request you to help rectifying the gaps.

S. No.	Course Year	Course Title	Identified Gap
1	I-I	Business laws & business Environment	legal issues in business. law to prevent potential legal issues before
2	I-II	Banking insurance	Banking and insurance markets.
3	II-I	WTO&IPR	TRIPS Agreement Trade in knowledge and creativity Resolving trade disputes over intellectual property, and in assuring WTO members
4	II-II	Management of technology	Management and Technological realities Businesses that deal with an ever-changing industry.

- The following actions were proposed to be taken for the student feedback.

ACTION TO BE TAKEN:

The opinion of the Student helps the institution to focus on the real-time experience into the teaching learning methodology.

- The following actions were proposed to be taken for the parents feedback.

ACTION TO BE TAKEN:

The feedback of the parents promotes the institution to conduct add-on certificate courses, internships, industrial visits, talks by experts etc., into the curriculum to help shape the students technical personal, as per the requirements and wishes of the parents.

- The following actions were proposed to be taken for the Alumni feedback.

ACTION TO BE TAKEN:

The opinion of the Alumni and the benefits that they will derive ,helps the institution to focus on the lacunae in the syllabus, and add-on through extra and in-depth practical explanations, lab programs, leads-on real-time experience etc., into the teaching learning methodology.

- The following actions were proposed to be taken for the Employer feedback.

ACTION TO BE TAKEN:

Based on this feedback, more emphasis should be given to training programs and personality development classes


HOD MBA

Head of the Department
Department of MBA
St. Martin's Engineering College

Copy to

- The Director
- The Principal



St. MARTIN'S ENGINEERING COLLEGE

Dhulapally, Secunderabad

CONVENING ORDER

ACADEMIC COUNCIL

Academic Year: 2017-2018

The Academic Council is convened with the following members:

S. No.	Name of the faculty	Designation	Department
1	Dr. P. Santosh Kumar Patra	Convener	Principal
2	Dr. Anitha Kalagapurkar	Member	HOD-Civil
3	Dr. K. Shashidhar Reddy	Member	HOD-EEE
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7	Dr. R. Ch. Appala Naidu	Member	HOD-IT
8	Dr.Y.Venkat Rangaiah	Member	HOD-MBA
9	Mr.V.Kesava Reddy	Member	HOD-S&H

Frequency of Meeting: Once in a year

Functions and Responsibilities:

1. Framing and revising the curriculum of all academic programs of the college as per the requirements.
2. Providing teaching requirements for completing academic programs.
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4. Promoting research activity within the college.
5. Making arrangements for conducting examinations, as required.
6. Encouraging students with awards, stipends, scholarships, medals and prizes and so on.
7. Facilitating and supervising the co-curricular activities for the students.
8. Supervising the functioning process of the Central Library of the college.
9. Motivating and guiding students in order to utilize the placement and training activities and interactive sessions.

PRINCIPAL

PRINCIPAL

St. MARTIN'S ENGINEERING COLLEGE
Dhulapally (V), Dundigal-Gandimaisamma (M)
Medchal-Malkajgiri (D), Secunderabad-500100



St. MARTIN'S ENGINEERING COLLEGE
Dhulapally, Secunderabad

Ref: SMEC/ Principal's Office/2017-18/12

Date: 30-05-2018

Circular

The Academic Council meeting will be held on 31-05-2018 at 11.30 AM in college at Principal Office.

All the members are requested to attend the meeting.

The Agenda of the meeting is as follows:

1. Reviewing identified gaps of Curriculum syllabus for Academic Year 2017-18.
2. Action to be taken for bridging the identified gaps.
3. Action to be taken according to the feedback received from stakeholders.

Cc:

[Signature]
PRINCIPAL
St. MARTIN'S ENGINEERING COLLEGE
Dhulapally (V), Dundigal-Gandimaisamma (M)
Medchal-Malkajgiri (D), Secunderabad-500100

S. No.	Name	Designation
1	Dr.P.Santosh Kumar Patra	Principal
2	Dr. Anitha Kalagapurkar	HOD-Civil
3	Dr. K. Shashidhar Reddy	HOD-EEE
4	Dr. C.V.Reddy	HOD-MECH
5	Dr. Lalith Kumar Kaul	HOD-ECE
6	Dr.D.B.K.Kamesh	HOD-CSE
7	Dr.R.Ch.Appala Naidu	HOD-IT
8	Dr.Y.VenkatRangaiah	HOD-MBA
9	Mr.V.Kesava Reddy	HOD-S&H




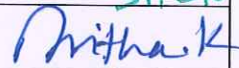

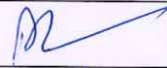
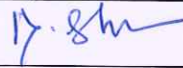
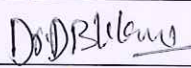

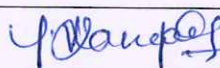
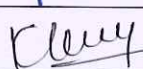
St. MARTIN'S ENGINEERING COLLEGE

Dhulapally, Secunderabad

Minutes of Academic Council Meeting held on 31-05-2018

With reference to the circular dated 30-05-2018, members of Academic Council assembled in Principal Office for addressing and reviewing the agenda.


The following members attended the meeting

S. No.	Name	Designation	Signature
1	Dr.P.Santosh Kumar Patra	Principal	
2	Dr. Anitha Kalagapurkar	HOD-Civil	
3	Dr. K. Shashidhar Reddy	HOD-EEE	
4	Dr. S. Anoop Kumar	HOD-MECH	
5	Dr. D.V.A.Sharath Kumar	HOD-ECE	
6	Dr.D.B.K.Kamesh	HOD-CSE	
7	Dr.R.Ch.Appala Naidu	HOD-IT	
8	Dr.Y.VenkatRangaiah	HOD-MBA	
9	Dr.V.Kesava Reddy	HOD-S&H	

The decisions taken during the meeting are as follows-

1. The identified gaps to be bridged by including them in the content beyond syllabus.
2. The feedback from Alumni will be analyzed and remedial actions to be taken.
3. Plan for Extra Curricular activities on regular basis for the upliftment of the students.
4. Implementation of Certificate and Add-On Courses for Academic Year 2018-19.
5. Submission of the perspective plan for the approval of the Governing Council of the college.
6. The Consolidated feedback report from various departments is reviewed and approved.
7. All the above points sent to Governing Council for approval.

As there were no more points for discussion the meeting was concluded.


31/5/18
PRINCIPAL

PRINCIPAL
St. MARTIN'S ENGINEERING COLLEGE
Dhulapally (V), Dundigal-Gandimaisamma (M)
Medchal-Malkajigiri (D), Secunderabad-500100



St. MARTIN'S ENGINEERING COLLEGE

Dhulapally, Secunderabad

Academic Year: 2017-2018

Perspective Plan

S. No.	Department	Name of the Activity	Title of the Event	Tentative date
1	CIVIL	Workshop	Fibre Reinforced Concrete	01/09/2018
2		Guest lecture	"Land Use and Land Cover analysis Using GIS"	12/11/2018
3		Seminar	Seminar on "National Building Code"	15/11/2018
4		Certificate Program	Primavera Software	12/12/2018
5	EEE	Workshop	Design Analysis and operation of Power System	01/09/2018
6		Guest lecture	"Air and Gas Insulated Substations"	12/11/2018
7		Seminar	Seminar on "Digital Signal Processing"	15/11/2018
8		Certificate Program	Solar Energy Technologies	12/12/2018
9	MECH	Workshop	Workshop on "Research Methodology for Advanced Areas in Engineering and Technology"	14/10/2018
10		Seminar	Seminar on "Fluid Thermal Applications"	15/11/2018
11		Certificate Program	Solar Energy Technologies	12/12/2018
12		Workshop	Workshop on "Line Follower"	03/08/2018
13		Industrial Visits	Industrial Visits	10/10/2018

14	ECE	Seminar	Seminar on "Communication Challenges in Design of Unmanned Aerial vehicle (UAV)"	11/11/2018
15		Certificate Program	FIN-Fet Technology	10/12/2018
16	CSE	Workshop	Work Shop on "Python"	03/08/2018
17		Industrial Visits	Industrial Visits	17/07/2018 to 06/10/2018
18		Seminar	Seminar on "Database Design And programming with SQL"	11/11/2018
19		Certificate Program	HADOOP	10/12/2018
20	IT	Workshop	Work Shop on "Python"	03/08/2018
21		Industrial Visits	Industrial Visits	17/07/2018 to 06/10/2018
22		Seminar	Seminar on "Database Design And programming with SQL"	11/11/2018
23		Certificate Program	HADOOP	10/12/2018
24	MBA	Workshop	Workshop on "Stock Exchange"	03/09/2018
25		Seminar	Seminar On "Entrepreneurship"	11/10/2018
26		Certificate Program	SAP-FICO	10/11/2018

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IQAC



Handwritten signature of Principal

PRINCIPAL

PRINCIPAL

St. MARTIN'S ENGINEERING COLLEGE
Dhulapally (V), Dundigal-Gandimaisamma (M)
Medchal-Malkajgiri (D), Secunderabad-500100



St. MARTIN'S ENGINEERING COLLEGE

- ESTD : 2002 • A Non Minority Institution
- Affiliated to JNTUH • Approved by AICTE
- ISO 9001:2008 Certified • Accredited by NAAC & NBA
- SIRO Recognition by MST, Govt. of India

Ref. No. SMEC/GCM/2018-19/02

Date: 12.07.2018

MINUTES OF THE MEETING

MINUTES OF THE GOVERNING COUNCIL MEETING HELD ON 12th JULY 2018 AT 10.30 A.M.

Venue: Board Room, Mahatma Gandhi Block

Members Present:

Sl.No.	NAME	DESIGNATION	SIGNATURE
1	Sri M. LAXMAN REDDY	Chairman	M. Laxman Reddy
2	Sri G. DURGAIAH YADAV	Vice-Chairman	G. Durgiah
3	Sri CH. MAHENDER REDDY	Secretary & Correspondent	Ch. Mahender Reddy
4	Sri G. NARSIMHA YADAV	Treasurer	G. Narsimha
5	Sri G. CHANDRASHAKER YADAV	Executive Director	G. Chandrashaker
6	Sri M. RAJASEKHAR REDDY	Member	M. Rajasekhara
7	Dr. S. TARA KALYANI	Governing Council Member, JNTUH	S. Tara Kalyani
8	Dr. P. SANTOSH KUMAR PATRA	Principal & Member Secretary	P. Santosh Kumar
9	Mr. V. KESAVA REDDY	Member	V. Kesava Reddy
10	Dr. A. AMARENDRA BABU	IQAC Co-ordinator	A. Amarendra Babu

Principal welcomed all the Governing Council Members and started giving presentation about the present practices, achievements and activities of the institution. Progress of the previous meeting and action taken is reviewed. The Governing Council appraises the perspective plan which includes major policies of the institution such as service rules, welfare measures, providing financial support to staff for attending and conducting

For St. Martin's Engineering College

M. Laxman Reddy
Chairman

professional development courses. The Governing Council also looks into the implementation of the e-Governance, funds and grants received from various sources. Decides and allocates the funds for optimum utilization of the resources.

I) PLACEMENTS:

Last year total placement count is 702 which is a remarkable achievement. However, placement department has to list out the plan to have more opportunities for the students.

II) FEEDBACK:

Periodic feedbacks are collected from various stake holders as per the practice and analyzed summary report along with action taken were discussed. It is decided to take online feedback periodically from student about the teaching learning process.

The following decisions are taken:

- Steps taken to get identified gaps included in the curriculum.
- The feedback from Alumni will be analyzed and appropriate action will be taken.
- Extra Curricular activities should be conducted on regular basis.
- The students are encouraged to undergo various activities for self learning.
- To award the students and staff members who have participated in research and development activities.
- To enter into MOU with various industries to improve the interaction between the academia and industry sector.
- The gap between the industry requirements and the curriculum is bridged by adding certificate and value added programs.
- Bridging the identified gaps by including them in the content beyond syllabus.

III) INNOVATIVE PROJECT:

Students should be encouraged to do innovative projects or product.

IV) CONDUCTION OF VARIOUS PROGRAMMES:

Report about Faculty Development Programs, Seminars, Workshops, guest lectures, symposium, chart exhibition etc., are organized by various departments are discussed and suggested to continue the same for the current and upcoming semester as per academic calendar.

V) RESULT ANALYSIS AND ADOPTION OF OBE:

Result analysis is discussed and appreciated by the Chairman. Also suggested to strictly adhere to the mechanism for achieving outcome based education.

VI) R&D CELL ACTIVITIES:

The faculty research paper publications, conference presentation, book publication, patent filing, consultancy, funding projects are appreciated.

VII) BUDGET:

Budget utilization with respect to planning is discussed about advertisement, annual day, insurance, miscellaneous, maintenance of physical & academic maintenance, infrastructure, budget for updation and up gradation of computing facility, salaries, books and e-resources in the library etc,. Also discussed about the budget planning and sources of fund for the upcoming financial year.

VIII) SKILL IMPROVEMENT:

Campus Ready Training (CRT), Career Counseling for all the final year students are conducted. Yoga and Meditation classes are offered to all the students. Vocational Education

For St. Martin's Engineering College

M. Laxman Reddy
Chairman

Training (VET) programmes are initiated for the students. To improve the skill set of student and make them skillful and employable various activities are conducted such as competitive exams, career counseling, guidance for entrepreneurship, soft skill training, remedial coaching, bridge course etc, list of the companies visited and number of student placed are also discussed. Principal is asked to continue the same practices. However it is suggested to add more companies for the placement drive. For the holistic development it is also decided to conduct yoga and meditation classes for all. Decided to conduct vocational education training for the student for their betterment.

IX) FINANCIAL AUDIT:

Financial audit by Internal and External exports are presented and also decided to continue with the same process. The governing members also looked into the implementation of E-Governance, prospective plan which includes service rule, welfare measures and sponsorship for staff for attending professional development courses. It is also decided to develop ERP In-house and should be ready for implementation.

X) INTERNAL QUALITY ASSURANCE CELL (IQAC):

Average number of quality initiative by IQAC for promoting quality culture is analyzed.

XI) CODE OF CONDUCT:

Code of conduct, Hand book presented to members which includes transparency in Financial, Academic, Administrative and Auxiliary function. Governing members have gone through it and suggested changes and go for implementation.

XII) SERVICE BOOK:

Service rule book is reviewed and put in practice.

XIII) DELEGATION OF FINANCIAL POWERS:

For the smooth administration and approval, the Board Members are pleased to delegate up to Rs. 20 Lakhs financial approval for the administration works to Principal, HODs & Administrative Officer are also given financial approval up to Rs. 5.5 Lakhs with immediate effect.

XIV) ALUMNI MEET:

Alumni Association named 'DISHA' is conducted and it was a very successful event.

XV) OTHER GENERAL ISSUES:

Discussed about Academics, Administration, Placement, Research, Transport, Hostel, Banking, Sports, Canteen, Staff and Students Welfare Activities, Student issues, Faculty issues, Parent issues etc. in detailed.

For St. Martin's Engineering College
Signature of the Chairman *M. Pavan Reddy*
Chairman