GEETHANJALI COLLEGE OF ENGINEERING & TECHNOLOGY
Cheeryal (V), Keesara (M) Medchal. Dist

No. GCET/2019-2020/   Dated: 10th June 2020

CIRCULAR

SUB: Constitution of Planning and Evaluation Committee- reg.

A Committee, called "Planning and Evaluation committee" is hereby constituted with the following composition:

Sl.No.	Name of the Staff Member	Designation	Status
1	Dr. S.Udaya Kumar	PRINCIPAL	CHAIRPERSON
2	B. Hari Kumar	Dean school of Electrical & Professor –ECE dept.	MEMBER, CONVENOR
3	Dr.S.T.Rajmohan	Dean-Admin, Professor	MEMBERS
4	K Somasekhara Rao	Dean Student affairs & Professor - ECE dept.	
5	Dr. P. Vijai Bhaskar	Dean Academics & Prof – ECE dept.	
6	Prof. V. Madhusudan Rao	Dean school of CS&I & Professor - CSE dept.	
7	Dr. N. Ravi Shankar	COE & Professor – CSE dept.	
8	Dr.S.Suryanarayana	HoD – ECE dept.	
9	Dr. A. Sri Lakshmi	HoD – CSE dept.	
10	Dr. K. Srinivas	HoD – IT dept.	
11	Dr. D.Radhika	HoD – EEE dept.	
12	Dr.S. Shyam Kumar	HoD – MECH dept.	
13	Dr. R. Prasanna Kumar	HoD – CIVIL dept.	
14	Dr. G Neeraja Rani	HoD – FE dept.	

PRINCIPAL
Geethanjali College of Engineering and Technology
(Autonomous)
Cheeryal (V), Keesara (M), Medchal Dist. (T.S.) - 501 301

Functions:

1. To prepare strategic plan for the college and conduct mid-term appraisal of activities of the implementation plan.
2. To identify and recommend starting of new programmes/ new courses/ areas of the study or closure, reduction of intake, of existing programs based on industry/stakeholder needs. and financial feasibility.
3. To Prepare the Annual report of the college.
4. To prepare guidelines, norms for conduct of faculty development programs and student training programs, based on need analysis.
5. To frame policies for institute–industry interaction. consultancy and monitor the implementation of plans/MoUs.
6. To promote research and extension activities in the college.
7. To Frame policies for recruitment and promotion of faculty and other staff, as part of human resource planning.
8. To monitor effectiveness of Training programmes/ value added courses in promoting employability, skill development, entrepreneurial development.
9. To evolve broad placement policy, monitor the functioning of placement cell and the departments with reference to set placement goals.

Term: The Term of the Committee shall be three years.

Meetings : The Committee shall meet at least twice a year.

PRINCIPAL
PRINCIPAL
Geethanjali College of Engineering and Technology
(Autonomous)
Cheeryal (V). Keesara (M), Meechal Dist. (T.S.) - 501 3

To:

All HoDs, Deans, CoE
Accounts Officer, AO, I/c Library
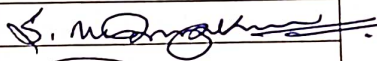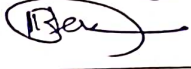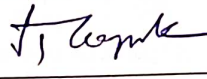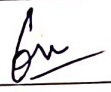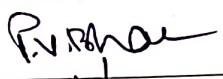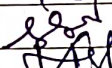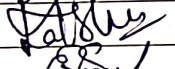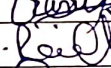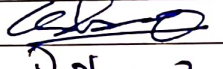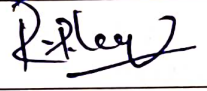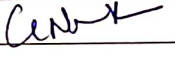
Geethanjali College of Engineering and Technology
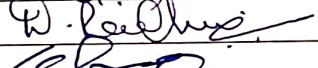## Cheeryal (V), Kesara (M), Medchel (D)

Planning and Evaluation Committee – Minutes of the Meeting

Date: 17.06.2020

A meeting of the Planning and Evaluation Committee was conducted on 17th June, 2020. The following members were present for the meeting.

S. No	Name of the Staff Member	Designation	Status	Signature
1	Dr. S. Udaya Kumar	Principal	Chairperson	
2	B. Hari Kumar	Professor in ECE Dean, SE& CE	Member-Convener	
3	Dr. S.T.Rajmohan	Professor Dean, Admin		
4	Prof. K. Somasekhara Rao	Professor in ECE Dean, Student Affairs		
5	Dr. P. Vijai Bhaskar	Professor in ECE Dean, Academics		
6	Prof. V. Madhusudana Rao	Professor in CSE Dean, SCS & IT		
7	Dr. N. Ravi Shankar	Professor in CSE Controller of Exams	Members	
8	Dr. S. Suryanarayan	Head - ECE		
9	Dr. A. Srilakshmi	Head - CSE		
10	Dr. K. Srinivas	Head - IT		
11	Dr. D. Radhika	Head - EEE		
12	Dr. S. Shyam Kumar	Head - ME		
13	Dr. R. Prasanna Kumar	Head - CE		
14	Dr. G. Neeraja Rani	Head - FE		

Agenda:

1. Development of Strategic Plans for the individual departments and for the institution for the next FIVE years – From AY 2020 to 2025

2. Improved interaction with industries and MoUs with industries

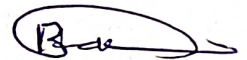3. Training programs for promoting better employability skills to students

Minutes of the Meeting

1. It is decided to develop Strategic Plans for the individual departments for the next five years i.e., from AY 2020-21 to AY 2025-26. The five-year strategic plan of the department should focus strengthening the following thrust areas/domains keeping in view of the Vision, Mission and core values of the college/ department after making SWOC analysis by the departments.
   a. Quality Undergraduate Teaching-Learning
   b. Training & Placements and Higher Education
   c. Research Development/ Consultancy/ Innovations and Creativity

2. The importance of having improved interaction with industries is discussed. All the departments are advised to improve their tie up with industries by having MoUs with various industries that eventually help the students in improving their knowledge in core areas. Departments are advised to explore the possibilities of providing consultancy services to the industries, providing internships, arranging guest lectures with industry experts, and arranging industrial visits.

3. It is observed that the special placement training programs conducted for the student batch of 2016-20 has increased the placements substantially from 547 to 748 compared to the student batch of 2015-19. In view of this it is decided to continue these training programs for the student batch of 2017-21, inducting more number of students into the training program for improving the placements further.

Prof. B. Hari Kumar

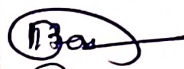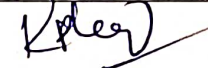Copy to

Principal

All HoDs and Deans
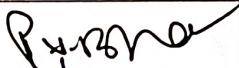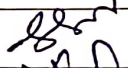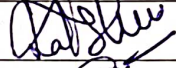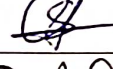
Geethanjali College of Engineering and Technology
Cheeryal (V), Kesara (M), Medchel (D)
Planning and Evaluation Committee – Minutes of the Meeting

Date: 17.02.2022

A meeting of the Planning and Evaluation Committee was conducted on 17th February, 2022. The following members were present for the meeting.

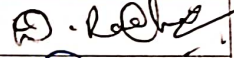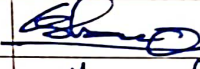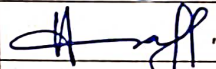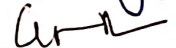| S. No	Name of the Staff Member	Designation	Status	Signature
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4	Prof. K. Somasekhara Rao	Professor in ECE Dean, Student Affairs	Member	
5	Dr. P. Vijai Bhaskar	Professor in ECE Dean, Academics	Member	
6	Prof. V. Madhusudana Rao	Professor in CSE Dean, SCS & IT	Member	
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8	Dr. S. Suryanarayan	Head - ECE	Member	
9	Dr. A. Srilakshmi	Head - CSE	Member	
10	Dr. K. Srinivas	Head - IT	Member	
11	Dr. D. Radhika	Head - EEE	Member	
12	Dr. S. Shyam Kumar	Head - ME	Member	
13	Mr. V. Abdul Rafi	Head - CE	Member	
14	Dr. G. Neeraja Rani	Head - FE	Member	

Agenda:
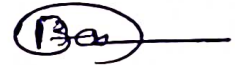
1. Improving academic ambience through display of college layout at the entrance gate and educational quotes in corridors of various blocks.
2. Implementation of Strategic Plan by the individual departments - Reviews
3. Implementation of B.Tech minor programs from 2022-23 as per JNTUH circular
4. Additional space and facilities to accommodate the increased intake of students.
5. Training programs for promoting better employability skills to students
6. Maintenance of data regarding academic activities carried out by departments

Minutes of the Meeting

1. Academic ambience in the college needs to be improved. A layout describing the location of various departments, Library, Canteen and Placement cell shall be displayed at the main entrance. Famous educational quotes shall be displayed in the corridors of various blocks to improve academic ambience.

2. Activities that are planned as per Strategic Plan of the college are to be reviewed at the department level at regular intervals to take appropriate measures for the implementation of the same. Departments shall strive hard to bring-in continuous improvement in the following areas to realize Vision and Missions of the institute.
   a. Quality Undergraduate Teaching-Learning
   b. Students' Training & Placements and Higher Education
   c. Research Development/ Consultancy/ Innovations and Creativity

3. Members of the committee discussed regarding the circular issued by JNTUH (Annexure – II, Lr. No. AI/B.Tech. Honors/B.Tech. Minor degree /2022 Date: 24.01.2022), facilitating affiliated and autonomous colleges to offer B.Tech minor programs in emerging areas with effect from the academic year 2022-23. Our college is intending to offer B.Tech programs with minoring in emerging areas, namely, Artificial Intelligence & Machine Learning (AIML), Cyber Security (CS), Data Science (DS) and Internet of Things (IoT) from the academic year 2022-23. In this context, it is advised that the non-CSE departments shall encourage their students to opt for minor programs in the area of their interest. This step would enhance the employability of undergraduate students, as there would be better opportunities in interdisciplinary areas of engineering and technology.

4. Development of additional space in the form of classrooms, seminar rooms etc. and modernizing the classrooms and labs with ICT facilities to accommodate the increase in intake of students shall be given a serious thought for better Teaching-Learning-Process.

5. It is observed that the special placement training programs conducted for the students have brought substantial improvement in the placements. In view of this, it is decided to continue these training programs for the student batch of 2019-23, inducting more number of students into the training program for improving the placements further. Also

the departments are advised to offer Value Added Courses that improve the employability skills of students.

6. Maintenance of data at a central point and its immediate retrieval upon necessity, of all the academic activities carried out by the departments, is one of the hardships being faced by the college in the present situation. This data is required to apply for NAAC, NBA and Autonomous accreditations, NIRF and other ranking systems and for preparation of college newsletter, brochure etc. In this regard it is proposed to provide a separate room for all the coordinators of IQAC representing various departments and the individual coordinators may be provided with desktop computers to main the data of the individual departments. while summary of these activities is prepared and maintained by the IQAC in-charge. This information which can be made password protected, may be kept in a server, accessible to all higher officials of our college through intranet like the way students are accessing the Digital Library at present.

Prof. B. Hari Kumar

Copy to:

Principal

All HoDs and Deans