



ESTD: 1917

# University College of Engineering (AUTONOMOUS)

OSMANIA UNIVERSITY, HYDERABAD - 500 007



ESTD: 1929

No: **423** /Admn./UCE OU/2025

Date: **24**.02.2025

To

1. The Director, CDAAC, UCE (A), OU.
2. The Vice Principal, UCE (A), OU.
3. The Director, Evaluation Exam Cell, UCE (A), OU.
4. All the Heads of the Departments, UCE (A), OU.

**Sub:** University College of Engineering (A), OU – Minutes of the Heads of the Department Meeting held on 28.01.2025 – Communicated.

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Sir/Madam,

Please find enclosed herewith a copy of the Minutes of the Heads of the Department Meeting held on 28.01.2025 at 03.30 PM in e-Committee Room, Main Building, University College of Engineering (A), OU for your kind perusal.

  
PRINCIPAL

  
22/2/25



Copy to:

1. The Deputy Registrar, UCE (A), OU.



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Minutes of the Meeting of Heads of the Departments held on 28.01.2025 at 03:30 PM  
at e-Committee Room, Main Building UCE (A), OU.

### Members Present

1. Prof. P.Chandra Sekhar - Principal
2. Prof. A. Krishnaiah - Director, CDAAC
3. Prof. B. Mangu - Vice Principal
4. Prof. Narsimhulu Sanke - Director of Evaluation, Exam Cell
5. Prof. M. Manjula - Director, ERP Cell
6. Dr. Malini - Head, BME
7. Prof. K. L. Radhika - Head, CED
8. Prof. P. V. Sudha - Head, CSE
9. Prof. E. Vidyasagar - Head, EEE
10. Prof. D. Rama Krishna - Head, ECE
11. Prof. M. Chandrashekar Reddy - Head, Mech.
12. Prof. Ch. Srinivas - Head, Physics
13. Dr. Sarita Rajender - Head, Chemistry
14. Dr. K. Srinivas - Chair Professor, Dept. of Mining Engg.
15. Dr. P. Lokender Reddy - College NBA Coordinator
16. Mr. K. Rajender - Deputy Registrar

Principal, UCE (A), OU has welcomed the Director CDAAC, Vice Principal and all the Heads of the Departments and Administrative officers to the Meeting.

Principal discussed and informed the following points in the meeting:

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- It is informed that Monthly Faculty Meeting will be held at 5.00 pm on 03<sup>rd</sup> February, 2025. It is also informed that a template will be forwarded to each department to submit achievements of Department, faculty and students.
- It is reminded:
  - a) To upload the attendance and sessional marks of BE I, III, V & VII Semesters.
  - b) To include Principal & Vice Principal in all official student whatsapp groups.
  - c) To post the attendance and sessional marks of BE I, III, V & VII semesters in students whatsapp groups.
  - d) To complete the Vidwan ID registration by all teaching faculty members.
  - e) To finalize equipments and components to be procured under RUSA 2.0 grants.
  - f) To identify and submit the Scrap at Departments.
- It is informed that:
- Dr. Amruth Sivalenka, BE (Mech) class of 2000 has instituted a Gold Medal to be awarded to Highest CGPA in BE (Mech.), from 2024-2025 Academic Year onwards.
- To identify the Departmental requirement and prepare Detailed Project Report (DPR).
- BE class of 2000 would like to conduct Reunion on 28<sup>th</sup> June, 2025. Heads of the Departments are requested to interaction sessions with faculty and students.
- Preparatory work for submission of NBA UG Pre-qualifier for accreditation for BE Program have been completed. Heads of the Departments are requested to start preparing Self Assessment Report (SAR).
- In connection with NBA experts visit to be scheduled after June, 2025 the following actions have to be initiated:
  - ✓ Course Handouts by all teaching faculty members
  - ✓ Awareness on CO-PO & Outcome Based Education
  - ✓ Indirect Assessment
  - ✓ Gap Analysis
  - ✓ Impact analysis
  - ✓ Industry participate in Teaching Learning Process
- a) Vice principal briefed the deliberation of the Time Table Coordinator meeting held on 25.01.2025. Students and faculty members opined to synchronize upcoming Odd semester of 2025-26 to figure out the present inconvenience. He proposed to shrink the instruction for BE II & VI semester for two weeks in order to synchronize Almanacs of BE II, IV & VI semesters. After thorough discussions as on time measure, it is decided to finalize the Almanac of BE II& VI semester for 14 weeks by conducting all the theory courses for 4PPW.

The Vice Principal concluded the meeting with vote of thanks.

  
**PRINCIPAL**