



# University College of Engineering (AUTONOMOUS)



ESTD: 1917

OSMANIA UNIVERSITY, HYDERABAD - 500 007

ESTD: 1929

No: /Admn./UCE/OU/2024

Date: .04.2024

Minutes of the Meeting of Heads of the Departments held on 02.04.2024 at 04.30 p.m. at e-Committee Room, Main Building UCE (A), OU.

### Members Present

- |                                 |   |   |
|---------------------------------|---|---|
| 1. Prof. P.Chandra Sekhar       | - | I/c Principal, Vice Principal & Director CEEP |
| 2. Prof. G. Mallesham           | - | Convener, OU TAKSH                            |
| 3. Prof. Narsimhulu Sanke       | - | Director of Evaluation Exam Cell              |
| 4. Prof. P. Rajasekhar          | - | Head, CED                                     |
| 5. Prof. E. Vidyasagar          | - | Head, EEE                                     |
| 6. Prof. D. Ramakrishna         | - | Head, ECE                                     |
| 7. Prof. M. Chandrashekar Reddy | - | Head, Mech. Engg.                             |
| 8. Prof. M. Malani              | - | Head, BME                                     |
| 9. Prof. P. V. Sudha            | - | Head, CSE                                     |
| 10. Dr. N. Narsimlu             | - | Head, Physics                                 |
| 11. Prof. Saveen Souda          | - | Head, English                                 |
| 12. Dr. K. Ramesh Babu          | - | Head, Mathematics                             |
| 13. Mr. M. Satish Kumar         | - | Dept. of Mining                               |
| 14. Sri. K. Rajender            | - | Deputy Registrar                              |

I/c Principal, UCE (A), OU has welcomed all the Heads of the Departments and Administrative Officers to the Meeting.

### **The I/c Principal has informed the following points in the Meeting:**

#### ➤ Review of BE/ME Class Work.

- i) Heads of the Departments are requested to monitor class work of BE & ME (all even semesters).

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::2::

ii) It is informed that SEE for BE VIII semester will be conducted as per Almanac. It is therefore requested to see that the syllabus is covered and project works are completed by 20<sup>th</sup> April, 2024. The Graduation Day will be conducted in the month of June /July, 2024 tentatively.

iii) The class test – I for BE IV semester will be reschedule as on new dates for 2-4 May, 2024.

- **Department Profiling:** Principal informed that a new initiative “Profiling of the Departments” is initiated to identify the gaps in the Departments in several aspects such as Infrastructure – Teaching & Learning – Placement – Mentoring etc and then approaching Alumni / Industry Experts through ‘OUCE Alumni Association’ for filling the identified gaps. A proforma is already shared with Department Coordinators. Head of the Departments are requested to oversee the progress of the work. Further, Governing Body appreciated our initiative and advised to constitute a Department Level Committee to monitor the progress.
- **Preparation of DPR’s:** Principal has requested the Heads of the Departments to prepare and submit the Detailed Project Reports (DPR) with a budget upto Rs. 5 Crores, with an emphasis on state of art Equipment to cater the needs of UG students and removal of obsolete equipments and hiring of technical staff.
- **IDP:** Reminded to submit the Institutional Development Plan (IDP) of their respective departments on or before 15<sup>th</sup> April 2024 so as to present it before the upcoming Governing Body meeting.
- Principal requested to submit the required information for the year 2022-23 to IQAC, OU for the NAAC.
- Principal has informed the Heads of the Department not to open any Bank Accounts without the consent of the University / College.
- **OU Taksh-2024 arrangements:** Prof. G. Mallesham, Dean, Development & UGC Affairs, OU and Convener for Taksh-2024 briefed about the Taksh-2024 and the programme is as detailed below:
  - a) 24<sup>th</sup> April, 2024 all the Faculty and Students should participate in Osmania Walkathon at 7.00 A.M. in the morning from NCC gate to Centenary Pylon.

Contd...3



::3::

b) 25<sup>th</sup> April, 2024 will be observed as Open Day. The Alumni, Guests, Industry experts and students will be visiting the Departments. It is informed to:

i) Keep the Department / Surroundings / Laboratories clean and neat.

ii) All Teaching & Non-Teaching staff must be available in the Departments.

iii) Faculty, Students and Research Scholars must display, demonstrate Exhibitions, Prototype Displays etc, emphasizing the innovations and strength of Departments. A financial assistance of Rs. 10,000/- to each department will be given from Dean Development, UGC, Affairs, OU for such activities on submitting the proper bills through the Principal, UCE (A), OU.

c) 26<sup>th</sup> April, 2024 Foundation Day programmes at Tagore Auditorium: Two (2) lecture programmes from 10 AM to 1 PM followed by Lunch to faculty and from 03:00 PM onwards cultural programmes will be conducted.

➤ Principal has requested the Heads of the Department to conduct Meeting with respective faculty members to enlighten about Osmania Taksh 2024 program and forward the minutes of the meeting to the Undersigned.

The meeting was concluded with vote of thanks.

  
I/c PRINCIPAL

