



ESTD: 1917

# University College of Engineering (AUTONOMOUS)

OSMANIA UNIVERSITY, HYDERABAD - 500 007



ESTD: 1929

No: /Admn./UCE/OU/2023

Date: .02.2023

Meeting of the Heads of the Departments held on 27.01.2023 at 03.00 p.m. at e-Committee Room, Main Building UCE (A), OU.

### Members Present

- |                           |   |                        |
|---------------------------|---|------------------------|
| 1. Prof. Sriram Venkatesh | - | Principal              |
| 2. Prof.P.Chandra Sekhar  | - | Vice-Principal         |
| 3. Prof. P. Rajasekhar    | - | Head, CED              |
| 4. Prof. R. Rajendra      | - | Head, Mech. Engg.      |
| 5. Prof. G. Yesuratnam    | - | Head, EEE              |
| 6. Prof. L. Nirmala Devi  | - | Head, ECE              |
| 7. Dr. D. Suman           | - | Head, BME              |
| 8. Mr. S. Srinivas Rao    | - | I/c Head, CSE          |
| 9. Mr. M. Satish Kumar    | - | Representative, Mining |
| 10. Dr. K. Ramesh Babu    | - | Head, Mathematics      |
| 11. Dr. N. Narasimlu      | - | Head, Physics          |
| 12. Dr. Sarita Rajender   | - | Head, Chemistry        |
| 13. Prof. Saveen Souda    | - | Head, English          |
| 14. Sri. K. Rajender      | - | Deputy Registrar       |

### Agenda of the Meeting:

- Appraising the outcomes of Vice Chancellor's meeting held on 09<sup>th</sup> January, 2023.
- Any other matter with permission of Chair.

Contd.. 2

Principal, UCE (A), OU has welcomed the Vice-Principal, and all the Heads of the Departments, Administrative Officers and started the meeting with the following Agenda items.

**1. Heads of the Departments are requested to:**

- i. Consolidate the Alumni Data, who visited the Departments during Global Alumni Meet 4<sup>th</sup> – 5<sup>th</sup> January 2023.
- ii. Identify suitable experts to be appointed as Professor of Practice as per UGC guidelines.
- iii. Initiate twinning program in collaboration with US and Australian Universities.
- iv. Display and give wide publicity to the Alumni Donation at the respective Departments.
- v. Direct the faculty to discharge examination related duties such as Invigilation and Evaluation etc.
- vi. Encourage the faculty and students for active participation in the upcoming ICETE 2023 to be held during 28 – 30 April 2023 jointly with OUCE Alumni Association.
- vii. Conduct guest lectures, workshops, conferences under the flagship of Academic Research Committee, as per the instruction of Hon'ble Vice Chancellor.
- viii. Prepare semester wise Block Time Table.
- ix. Make necessary arrangements to install recently renewed Matlab software.

**2. The Principal informed that:**

- i. Prof. T. Nagaveni, Department of Mechanical Engineering is appointed as Co-ordinator / Liaison Officer between College and CAB Office.
- ii. M/s Chandra Sekhar & Co. LLP, Chartered Accountants is appointed as Internal Auditor to oversee the College Accounts.
- iii. The College applied for ISO certification to check Quality Management Audit, Energy Audit and Green Audit.
- iv. As per Hon'ble Vice Chancellor's directions, all the teaching and non-teaching staff members (Permanent & Contract) have to take prior permission to leave head quarters, attend any personal / official / confidential assignments even on holidays.
- v. Several civil works, such as canteen roof, renovations of labs in ECE, Civil Departments, water proofing treatments in main building, sheds etc., are going on as permitted in Governing Body Meeting held on 9<sup>th</sup> December 2022.
- vi. Meeting ended with vote of thanks.

sd/r  
**PRINCIPAL**