

Date: 05-07-2021

Ref no.: MLEW/A.Y.20-21/II Sem. /CAC/July-01

CIRCULAR

It is hereby informed that the undersigned will convene a **College Academic Committee (CAC) meeting** with all the Heads of the Departments

& Professor/ Associate Professors today, i.e., 5th July, 2021 at 2.00 PM without fail.

Agenda:

- 1) Timetables for Internal mid examination
- 2) Verification of syllabus coverage
- 3) Status of IV B.Tech Project work
- 4) Attendance of the students to Online classes
- 5) NBA documentation
- 6) Any other requirements



(D. I.)

(Dr. J.Apparao)

PRINCIPAL

MALINENI LAKSHMAIAH

WOMEN'S ENGINEERING COLLEC

PULLADIGUNTA, GUNTUR: 17

CC to:

HoD, ECE	HoD, CSE	HoD, IT	HoD, S&H
de la companya della	6	V. Frankleyeld	ascel



Date: 05-07-2021

Ref no.: MLEW/A.Y.20-21/II Sem. /CAC/July-01/MoM

Minutes of CAC meeting

The meeting of the CAC was held on 5th July, 2021 at 2.00 PM in the Principal chamber:

- 1) Timetables for Internal Mid exams: Principal advised to conduct revision classes to IV B.Tech students and advise them to appear for Mid examination off line as per the timetable scheduled by JNTUK
- 2) Verification of Syllabus Coverage: Principal verified the % of syllabus covered by the entire faculty member in various departments.
- 3) Status of IV B.Tech class work: Principal informed HoD's to instruct IV B.Tech students to complete Project documentation on or before 10-07-2021. Also advised HoD's to review the progress of Projects and provide necessary guidelines to all the IV B.Tech students.
- 4) Attendance of students to Online class: Principal advised HoD's to check irregularity among students and inform parents through mentors.
- 5) Preparation for final exams: Principal advised to prepare study hour timetable and conduct study hours in the next week. He advised to make them learn and write so as to make them ready for final exams.
- 6) NBA documentation: Reviewed the documentation for the NBA and advised all the HoD's to update all the files with correct data.

7) Any other requirements: Principal enquired about the working of

GUNTUR-17

various committees

Principal Nuira MALIMENI LAKSHMAIAH PULLADIGUMTA, GUNTUR-1

CC to:

HoD, ECE	HoD, CSE	HoD, IT	HoD, S&H
J.S.	1	VI thansi Caruly	CAStell



Date: 05-07-2021

CAC Meeting Attendance

The following Heads of the Department & Professor/Associate Professor have attended the meeting at 2.00 PM on 05-07-2021 in the Principal chamber:

S.No.	Name	Designation	Signature
1)	Dr. J. Arra Ra-	Principal	AAL
2)	AN ANAWZZJAM. 9 PQ	6.and	
3)	V. Thansi Lakshmi	ASSF Professor, How	VIhansi lawa
4)	Dr. P. V. L. Suvarihela	Agor. Propens	AS
5)	Y.BUJJI BABU	Examcell [/c	8
6)	Dr. G. Ramaswamy	Professor, HOD	B
7)	Dr. A Srikrishna Chailanya	Professor, HOD	Cashell
8)	ch-Ramesh.	Assoc Prof	Bh.
9)			
10)	*1		



Date: 14-06-2021

Ref no.: MLEW/A.Y.20-21/II Sem. /CAC/June-01

CIRCULAR

It is hereby informed that the undersigned will convene a **College Academic Committee (CAC) meeting** with all the Heads of the Departments

& Professor/ Associate Professors today, i.e., 14th June, 2021 through zoom meeting at 3.30 PM without fail.

Agenda:

- 1) Health condition of faculty members
- 2) Safety measures suggested during Pandemic
- 3) Regularity of students to Online Class
- 4) Verification of syllabus coverage
- 5) Funds for Covid effected faculty

6) Any other requirements



Principal

CC to:

HoD, ECE	Hop, CSE	HoD, IT	HoD, S&H
DI.	6	VI	assen



Date: 14-06-2021

Ref no.: MLEW/A.Y.20-21/II Sem. /CAC/June-01/MoM

Minutes of CAC meeting

The meeting of the CAC was held on 14th June, 2021 at 3.30 PM through zoom meeting:

- 1) Health condition of faculty members: The health emergency forced the closing of schools and colleges all over the country. Principal advised HoDs to conduct department faculty meeting and acknowledge the health condition of faculty members in their department.
- 2) Safety measures suggested during Pandemic: Principal advised all HoDs to follow proper safety measuring and product themselves from this Pandemic. He also advised to conduct meeting with students and guide them to follow necessary safety measures and get protected from this Pandemic situation.
- 3) Regularity of students to Online Classes: Principal informed HoD's to monitor the regularity of students for online classes and also give information to parents about their irregularity.
- 4) Verification of Syllabus coverage: HoD's discussed the % of syllabus covered in various courses with Principal.
- 5) Funds for Covid affected faculty: Principal advised HoD's to provide the list of faculty affected by Covid. College management will provide financial support to the faculty who got affected by Covid 19.
- 6) Any other requirements: Principal enquired about the work progress of NBA documentation and working of various committees

Principal Principa MALINENI LAKSHMAIAH
WOMEN'S PRINCIPAL
PULLADIGUNTA GUNTUR-17



Date: 14-06-2021

CAC Meeting Attendance

The following Heads of the Department & Professor/ Associate Professor have attended the zoom meeting at 3.30 PM on 14-06-2021:

S.No.	Name	Designation	Signature
1)	Dr. J. Appa Rens	Principal	F.AL
2)	AN ANAWSONAM. PIC	DIVECTOR	Q. 400 g.
3)	7-BUJSIBAJU	Exame 1/c	B
4)	Dr. P.V. L. Suvarchola	Approx. Problem	for-
5)	V-Jhansi La Kshmi	AXST-Profess81, 49	
6)	Dr G. Ramaswamy	Professor, HOD	8
7)	Dr. A Srikrishna chaitanya	Professor, HOD	Capill
8)	ch Ramesh	Assoc Prof	(eh
9)			,
10)			



Date: 08-03-2021

Ref no.: MLEW/A.Y.20-21/II Sem. /CAC/Mar-01

CIRCULAR

It is hereby informed that the undersigned will convene a College Academic Committee (CAC) meeting with all the Heads of the Departments & Professor/ Associate Professors today, i.e., 8th March, 2021 at 2.30 PM without fail.

Agenda:

- 1) Timetables for Internal Lab exams
- 2) Verification of syllabus coverage
- 3) Preparation for final exams
- 4) Project work documentation
- 5) NBA documentation

6) Any other requirements

ENGINEERING COLLEGE

Principal

(Dr. J.Apparao)

PRINCIPA

MALINENI LAKSHMA

OMEN'S ENGINEERING COLLECT

CC to:

HoD, ECE	HoD, CSE	HoD, IT	HoD, S&H
Bull	(F)	VIL	



Date: 08-03-2021

Ref no.: MLEW/A.Y.20-21/II Sem. /CAC/March-01/MoM

Minutes of CAC meeting

The meeting of the CAC was held on 8th March, 2021 at 2.30 PM in the Principal chamber:

- 1) Timetables for Internal Lab exams: Principal advised to submit schedules to conduct internal lab exams to II, III & IV B. Tech students in this week.
- 2) Verification of Syllabus Coverage: Principal verified the % of syllabus covered by every faculty member in various departments.
- 3) Preparation for final exams: Principal advised to prepare study hour timetable and conduct study hours in the next week. He also advised to provide question bank and JNTUK question papers to all the students.
- 4) Project Documentation: Principal advised HoDs to give instructions to Guides and verify project documentation of all IV B.Tech students and check the execution of projects.
- 5) NBA documentation: Reviewed the documentation for the NBA and advised all the HoD's to update all the files with correct data. He advised to give instructions to all criterion coordinators to acknowledge the status to the HoDs.

6) Any other requirements: Principal enquired about the working of all committees and problems of students and staff members in the departments.

CC to:

HoD, ECE	HoD, CSE	HoD, IT	HoD, S&H
Que	6	الغلا	CARLY



Date: 08-03-2021

CAC Meeting Attendance

The following Heads of the Department & Professor/Associate Professor have attended the meeting at 2.30 PM on 08-03-2021 in the Principal chamber:

S.No.	Name	Designation	Signature
1)	Dr. J. Appa Ran	Principal	MAL
2)	A) AMAW23W AM-90C	Direch	B.D-92
3)	Y BUJJI BADU	Exams 1/c	A
4)	Dr. K. Gonthami	Prof. Elte ad	Buch
5)	Dr Gi-Ramaswamy	Professor, HOD	6
6)	Dr. A. Srikrishna Chailanya	Professor, HOD	Carren
7)	V- Thansi Lakshmi	ASST-Profess 81, Ha	D V-7
8)	Ch. Ramesh	Asst. Prof	Jeh -
9)			
10)			* * * *



Date: 04-02-2021

Ref no.: MLEW/A.Y.20-21/II Sem. /CAC/Feb-01

CIRCULAR

It is hereby informed that the undersigned will convene a College Academic Committee (CAC) meeting with all the Heads of the Departments & Professor/ Associate Professors today, i.e., 4th February, 2021 at 1.30 PM without fail.

Agenda:

- 1) Previous semester result analysis
- 2) Mid exam result analysis
- 3) Syllabus coverage
- 4) IV B.Tech Projects
- 5) NBA documentation
- 6) Any other requirements

Principal

(Dr. J. Apparao

MALINENI LAKSHMAIAN MALINENI LAKSHMAIAN MOMEN'S ENGINEERING COLLE

CC to:

HoD, ECE	HoD, CSE	HoD, IT	HoD, S&H
Column 1	6	V-I	apple



Date: 04-02-2021

Ref no.: MLEW/A.Y.20-21/II Sem. /CAC/Feb-01/MoM

Minutes of CAC meeting

The meeting of the CAC was held on 4th February, 2021 at 1.30 PM in the Principal chamber:

- 1) Previous semester result analysis: HoD's presented the result analysis of previous semester later Principal advised HoDs to improve the pass percentage further. The Performance of the students is discussed. It is resolved to arrange for remedial classes for the slow learners.
- 2) Mid exam result analysis: Principal verified the mid marks of current semester students and advised to identify the slow learners. Conduct special classes to slow learners to achieve better marks in mid and external examinations.
- 3) Syllabus Coverage: Principal verified the % of syllabus covered for all the subjects in all programs. He advised to take additional classes to complete the syllabus on time.
- 4) IV B.Tech Projects: All HoDs are informed to monitor the Projects of IV B.Tech students, conduct reviews and test the working of the works executed by the students.
- 5) NBA documentation: Reviewed the documentation for the NBA and advised all the HoD's to be cautious in cross checking the data filled.

6) Any other requirements: Principal enquired about the working of antiragging committee.

CC to:

HoD, ECE HoD, IT HoD, S&H



Date: 04-02-2021

CAC Meeting Attendance

The following Heads of the Department & Professor/Associate Professor have attended the meeting at 1.30 PM on 04-02-2021 in the Principal chamber:

S.No.	Name	Designation	Signature
1)	Dr.J Pippa Res	Principal	A.A.
2)	AS ARADZZDAG. Gra	DIFECTOR	8.40.2
3)	Y.BUJJI DADU	Examy 1/c	B
4)		prof & Head	Buley
5)	Dr. A. Srikrishna Chailanya	Professor, HOD	Caskell
6)	Dr Gr. Rama Swamy	Professor, HOD	8
7)	V-Thansi Lakshmi	ASST. Profess81	VI
8)	och Ramesh	Asst. Prof	ph_
9)			3 7 7 7 1 1 1 2 1 3
10)			



Date: 4-01-2021

Ref no.: MLEW/A.Y.20-21/II Sem. /CAC/Jan-01

CIRCULAR

It is hereby informed that the undersigned will convene a College Academic Committee (CAC) meeting with all the Heads of the Departments & Professor/ Associate Professors today, i.e., 4th January, 2020 at 2.30 PM without fail.

Agenda:

- 1. Checking the feedback from the students for teaching staff.
- 2. Progress of Labs
- 3. Checking of Course files & Lesson Plan
- 4. NBA documentation
- 5. Any other requirements



Principal

(Dr. J.Apparao)

PRINCIPAL

MALINENI LAKSHMAIAH

OMEN'S ENGINEERING COLLEGE

PULLADIGUNTA, GUNTUR-17

CC to:

HoD, ECE	HoD, CSE	HoD, IT	HoD, S&H
July	9	121	Chscry



Date: 04-01-2021

Ref no.: MLEW/A.Y.20-21/II Sem. /CAC/Jan-01/MoM

Minutes of the CAC meeting

The meeting of the CAC was held on 4th January, 2021 at 2.30 PM in the Principal chamber:

- 1. Checking the feedback from the students for teaching staff: Principal verified the students feedback on all the faculty and advised to take oral feedback from the students also.
- 2. Feedback of Lab: Principal verified the feedback on labs and discussed the problems of students.
- 3. Checking of Course files &Lesson Plan: Principal verified the course files and lesson plans, lecture notes and advised to follow NBA formats and suggested for proper mapping of COs & POs.
- 4. NBA documentation: Principal verified the documentation in various departments and advised to maintain proper documentation.
- 5. Any other requirements: Principal discussed the working of various committees in the department, wom

(Dr. J.Apparao) GUNTUR-1

CC to:

HoD, ECE	HoD, ESE	HoD, IT	HoD, S&H
Folly-	(D)	Y	assely



Date: 04-01-2021

CAC Meeting Attendance

The following Heads of the Department & Professor/Associate Professor have attended the meeting at 2.30 PM on 04-01-2021 in the Principal chamber:

S.No.	Name	Designation	Signature
1)	Dr.J. APR Ras	Principal	T.Aud
2)	DIPINAGESWARA LA	DIRECTOR	5.403
3)	Y BUSSIBADU	Example	B
4)	Ch. Ramesh	Asst Prof	8h
5)	Dr. K. Gonthaul	professo GHead	Buller
6)	Dr Gi. Ramaswamy	Profssor, HOD	8
7)	Dr. A. Srikrishna Chailany	Professor, HOD	asekeh
8)	V- Thansi Lakshmi	ASST-Professor,	<u>V-J</u>
9)			
10)		8	



Date: 01-12-2020

Ref no.: MLEW/A.Y.20-21/II Sem. /CAC/Dec-01

CIRCULAR

It is hereby informed that the undersigned will convene a **College Academic Committee (CAC) meeting** with all the Heads of the Departments

& Professor/ Associate Professors today, i.e., 1st December, 2020 at 2.30 PM without fail.

Agenda:

- 1) Workload Calculation
- 2) Staff requirement
- 3) Additional Equipments required
- 4) Library books requirements
- 5) Departmental academic calendar for upcoming semester.
- 6) NBA documentation
- 7) Any other requirements

AND TO SERVING WENT OF THE PRINCIPLE OF

Principal

(Dr. J.Apparao)
PRINCIPA
MALINENI LAKSHMAIAH
WOMEN'S ENGINEERING COLLECTION
OF THE PROPERTY OF

CC to:

HoD, CSE	HoD, IT	HoD, S&H
(B)	VI	CASICIN
	HodyCSE	HOD, CSE HOD, IT



Date: 01-12-2020

Ref no.: MLEW/A.Y.20-21/II Sem. /CAC/Dec-01/MoM

Minutes of CAC meeting

The meeting of the CAC was held on 1st December, 2020 at 2.30 PM in the Principal chamber:

1) Workload Calculation: Principal verified the workload details submitted by HoD's and discussed in detail in the meeting

2) **Staff requirement:** Principal assured sufficient faculty members will be recruited as per the department requirements.

3) Additional Equipments required: Principal advised HoDs to submit proposal for additional equipment if required in their department within a week.

4) Library books requirements: Principal advised to verify the syllabus and provide requirement of books for B.Tech students.

5) Departmental academic calendar for upcoming semester: Principal advised HoDs to prepare Department academic calendar referring JNTUK calendar with tentative dates of Guest Lectures, Industrial visits, FDPs, Sports events etc.,

6) NBA documentation: Principal advised all HoD's maintain documentation with correct data.

7) Any other requirements: Principal advised HoDs to give proposals for consumable, stationary requirements for the upcoming semester.



Principal

(Dr. J.Apparao)

PRINCIPAL

MALINENI LAKSHMAIAH

POWERUS ENGINEERING COLL

WOMEN'S ENGINEERING COLLECT PULLADIGUNTA, GUNTUR-17

CC to:

HoD, ECE	HoD, CSE	HoD, IT	HoD, S&H
Hob, ECE	(c)	4.31	CASRU



Date: 01-12-2020

CAC Meeting Attendance

The following Heads of the Department & Professor/Associate Professor have attended the meeting at 2.30 PM on 01-12-2020 in the Principal chamber:

S.No.	Name	Designation	Signature
1)	Dr. J. APPa Rus	Principal	A. Aml
2)	DR. NACE SWARA RA	DILE CEOK	Barg.
3)	Y BUJJI BADU	Examp 1/c	73
4)	Ch. Ramesh	Asst Prof	Qh-
5)	Dr. K. Gonthaui	professol (Head	Query
6)	Dr. A. Sri krishna chairanga	Professor, HOD	askey
7)	Dr GirRama Swamy	Professor, HOD	6
8)			
9)			
10)	V-Thansi Larshmi	ASST. Profess 87	111



Date: 23-11-2020

Ref no.: MLEW/A.Y.20-21/I Sem. /CAC/Nov-02

CIRCULAR

It is hereby informed that the undersigned will convene a **College Academic Committee (CAC) meeting** with all the Heads of the Departments

& Professor/ Associate Professors today, i.e., 23rd November, 2020 at 2.30 PM without fail.

Agenda:

- 1) Timetables for external lab examinations
- 2) Smooth conduct of JNTUK examination
- 3) Conduct of Revision classes
- 4) Performance of students from Mid 1&2
- 5) NBA documentation
- 6) Any other requirements



Principal

(Dr. J. Apparao)

MALINENI LAKSHMAIAH WOMEN'S ENGINEERING COLLECT PULLADIGUNTA, GUNTUR-17

CC to:

HoD, ECE	HoD, CSE	HoD, IT	HoD, S&H
Color	(9	Y'Y	CALCON



Date: 23-11-2020

Ref no.: MLEW/A.Y.20-21/I Sem. /CAC/Nov-01/MoM

Minutes of CAC meeting

The meeting of the CAC was held on 23rd November, 2020 at 2.30 PM in the Principal chamber:

- 1) Timetables for External Lab exams: Principal advised to smoothly conduct external lab examinations as per the timetable issued by JNTUK.
- 2) Smooth conduct of JNTUK examinations: Principal advised to issue hall ticket to students and smoothly conduct all JNTUK examinations as per the timetable issued by JNTUK.
- 3) Conduct of Revision classes: Principal informed HoD's to plan revision classes and conduct study hours to students as End examinations are fast approaching.
- 4) Performance of Mid 1&2: Principal verified the performance of Mid 1 & 2 marks. He advised to identify the students who got less than 35 % of marks and provide question bank and instruct faculty member to conduct study hours.
- 5) NBA documentation: Principal reviewed the documentation for the NBA and advised all the HoD's to update all the files on every day without fail

6) Any other requirements: Principal enquired about the working of

various committees.

Principal

(Dr. J. Apparao) AKSHMAIAH WOMEN'S ENGINEERING COLLEG PULLADIGUNTA, GUNTUR-17

CC to:

HoD, ECE	HoD, CSE	HoD, IT	HoD, S&H
a cular	5		asses



Date: 23-11-2020

CAC Meeting Attendance

The following Heads of the Department & Professor/Associate Professor have attended the meeting at 2.30 PM on 23-11-2020 in the Principal chamber:

S.No.	Name	Designation	Signature
1)	Dr. J. AppaRas	Principal	A. Aul
2)	D18. 404 CESWALA P.A.	DIFECON	8.hAr
3)	Y-BUSJI BABU	Example	Y3]
4)	Dr. K. Gonthau	profess & & Head	Buir-
5)	DY Gr. Ramaswamy	Professor, HDD	8
6)	Do. A. Srikrishna Chailanga	Professor, HOD	CANOY
7)	Ch-Ramesh	Asst Prof	Ph-
8)			
9)			,
10)	V- Thansi Lawhmi	ASST-Profess 81, Hy	N



Date: 09-11-2020

Ref no.: MLEW/A.Y.20-21/I Sem. /CAC/Nov-01

CIRCULAR

It is hereby informed that the undersigned will convene a College Academic Committee (CAC) meeting with all the Heads of the Departments & Professor/ Associate Professors today, i.e., 9th November, 2020 at 2.30 PM without fail.

Agenda:

- 1) Timetables for Internal Lab exams
- 2) Verification of syllabus coverage
- 3) Preparation for final exams
- 4) NBA documentation

5) Any other requirements

Dr. J.Apparao)

MALINENI LAKSHMAIAH WOMEN'S ENGINEERING COLLEC

PULLADIGUNTA, GUNTUR-17

CC to:

HoD, ECE	HoD, CSE	HoD, IT	HoD, S&H	
Tarlow	8	J.M	Arch	



Date: 09-11-2020

Ref no.: MLEW/A.Y.20-21/I Sem. /CAC/Nov-01/MoM

Minutes of CAC meeting

The meeting of the CAC was held on 09th November, 2020 at 2.30 PM in the Principal chamber:

- 1) Timetables for Internal Lab exams: Principal advised to conduct internal lab exams to II, III & IV B. Tech students in this week.
- 2) Verification of Syllabus Coverage: Principal verified the % of syllabus covered by the entire faculty member in various departments.
- 3) Preparation for final exams: Principal advised to prepare study hour timetable and conduct study hours in the next week. He also advised to provide question bank and JNTUK question papers to all the students.
- 4) NBA documentation: Reviewed the documentation for the NBA and advised all the HoD's to update all the files with correct data. He advised to give instructions to all criterion coordinators to acknowledge the status to the HoDs.

5) Any other requirements: Principal enquired the working of all committees and requirements from all the departments.

PULLADIGUTI. 10 MALINEN

- Principal

WOMEN'S ENDINEERING CULTURE PULL ADIGUATA GUNTUR-17

CC to:

HoD, ECE	HoD, CSE	HoD, IT	HoD, S&H
Mary Coll	0	1/1	Mell



Date: 09-11-2020

CAC Meeting Attendance

The following Heads of the Department & Professor/Associate Professor have attended the meeting at 2.30 PM on 09-11-2020 in the Principal chamber:

S.No.	Name	Designation	Signature
1)	Dr. J. Appa Ras	Principal	J. Aud
2)	DIG. NACESUARA RAO	DILECTOR	D.42
3)	Dr. K. Ganthaul	professor & He	
4)	V. Thansi Lakshmi	ASS F. Profess 87	V.Y
5)	Dr. A. Srikrishna Chailange		Carsely
6)	Dr. P.VL Swarchela	Associant 5 HOD	LAS
7)	Dr G. Ramaswamy	Professor, HOD	6
8)	Y. BUJJI BABU	Exermy I/C	B
9)	Ch-Ramesh	Asst Prof	PA-
10)			J



Date: 12-10-2020

Ref no.: MLEW/A.Y.20-21/I Sem. /CAC/Oct-01

CIRCULAR

It is hereby informed that the undersigned will convene a College Academic Committee (CAC) meeting with all the Heads of the Departments & Professor/ Associate Professors today, i.e., 12th October, 2020 at 2.30 PM without fail.

Agenda:

- 1) Previous semester result analysis
- 2) Mid exam result analysis
- 3) Syllabus coverage
- 4) NBA documentation
- 5) Any other requirements

WENS ENGINEER PULL ADIGUNTA CONTRACTOR OF THE PULL ADIGUNTUR-17.

Principal

(Dr. J.Apparaq)

MALINENI LAKSHMAIAH

WOMEN'S ENGINEERING COLLEG

PULLADIGUNTA, GUNTUR-17

CC to:

HoD, ECE	HoD CSE	HoD, IT	HoD, S&H
	8	V.V	astel





Date: 12-10-2020

Ref no.: MLEW/A.Y.20-21/I Sem. /CAC/Oct-01/MoM

Minutes of CAC meeting

The meeting of the CAC was held on 12th October, 2020 at 2.30 PM in the Principal chamber:

- 1) **Previous semester result analysis:** HoD's presented the result analysis of previous semester later Principal advised HoDs to improve the pass percentage further. The Performance of the students is discussed. It is resolved to arrange for remedial classes for the slow learners.
- 2) Mid exam result analysis: Principal verified the mid marks of current semester students and advised to identify the slow learners. Conduct special classes to slow learners to achieve better marks in mid and external examinations.
- 3) **Syllabus Coverage:** Principal verified the % of syllabus covered for all the subjects in all programs. He advised to take additional classes to complete the syllabus on time.
- 4) NBA documentation: Reviewed the documentation for the NBA and advised all the HoD's to be cautious in cross checking the data filled.

5) Any other requirements: Principal enquired about the working of various committees.

various committees.

Principa

(Dr. J.Apparae) KSHMAIAH NOMEN'S ENGINEERING COLLECT PULLADIGUNTA, GUNTUR-17

CC to:

HoD, ECE	HoD, CSE	HoD, IT	HoD, S&H
As		VI	assun



Date: 12-10-2020

CAC Meeting Attendance

The following Heads of the Department & Professor/Associate Professor have attended the meeting at 2.30 PM on 12-10-2020 in the Principal chamber:

S.No.	Name	Designation	Signature
1)	Dr. J. Appa Ras	Principal	J-Aul
2)	DIG. NA GESWAM IX	DIRECTOR	6.ng
3)	Dr. P.V.L Suvarchala	Astoc. PM 3- HOD	HS
4)	Dr Gi Rama Swamy	Professor, HDD	6
5)	V- Thansi Lakshmi	Asst Professon	VD.
6)	Dr. A Stikrishna Chaitanga	Professor, 40D	Castel
7)	Y-BUSSI BADU	Enams P/	\3 <u>1</u>
8)	Ch. Ramesh	Asst. Prof.	Rh
9)			J
10)			



Date: 7-09-2020

Ref no.: MLEW/A.Y.20-21/I Sem. /CAC/Sep-01

CIRCULAR

It is hereby informed that the undersigned will convene a **College Academic Committee (CAC) meeting** with all the Heads of the Departments

& Professor/ Associate Professors today, i.e., 7th September, 2020 at 2.30 PM without fail.

Agenda:

- 1. Verification of student's feedback on faculty.
- 2. Progress of Labs
- 3. Checking of Course files & Lesson Plan
- 4. NBA documentation

5. Any other requirements

Principal

(Dr. J.Apparao)

MALINENI LAKSHMAIAH WOMEN'S ENGINEERING GOLLEC PULLADIGUMTA, GUMTURATE

CC to:

HoD, ECE	HoD, CSE	HoD, IT	HoD, S&H
A	6	VI	Askey



Date: 07-09-2020

CAC Meeting Attendance

The following Heads of the Department & Professor/ Associate Professor have attended the meeting at 2.30 PM on 7-09-2020 in the Principal chamber:

S.No.	Name	Designation	Signature
1)	Dr. J. AppaRas	principal	J. Aud
2)	Y. BUSSI BABU	Example	Y2
3)	DI & MANESURA NA	DUSCE	Phos
4)	Dr. P.VL Swarhela	Agric Pur 3-	41
5)	Dr Gi-Ramaswamy	Professor, Hop	6
6)	V-Thansi Lakshmi	ASST Professo	1/1
7)	Dr. A. Srikrishna Chailanga	Professor, HOD	Caston
8)	Ch-Ramesh	Asst Auf	6h
9)			
10)			5. 8



Date:7-09-2020

Ref no.: MLEW/A.Y.20-21/I Sem. /CAC/Sep-01/MoM

Minutes of the CAC meeting

The meeting of the CAC was held on 7th September, 2020 at 2.30 PM in the Principal chamber:

- 1. Verification of students feedback on faculty: Principal verified the students feedback on all the faculty and suggested few faculty members to improve their performance.
- 2. Feedback of Lab: Principal verified the student's feedback on labs and discussed the problems of students.
- 3. Checking of Course files &Lesson Plan: Principal checked few course files, lesson plan and advised to follow NBA formats and suggested for proper mapping of COs & POs.
- **4. NBA documentation:** Principal advised HoDs to monitor documentation assigned to faculty members.
- 5. Any other requirements: Principal advised HoDs to submit proposal of any requirements from the departments.

CC to:

HoD, ECE HoD, CSE HoD, IT HoD, S&H



Date: 10-08-2020

Ref no.: MLEW/A.Y.20-21/I Sem. /CAC/Aug-01

CIRCULAR

It is hereby informed that the undersigned will convene a **College Academic Committee (CAC) meeting** with all the Heads of the Departments

& Professor/ Associate Professors today, i.e.,10th August, 2020 at 2.30 PM without fail.

Agenda:

- 1. Verification of Subject allocation
- 2. Timetable verification
- 3. Checking of Course files & Lesson Plan
- 4. NBA documentation

5. Any other requirements

Principal

(Dr. J.Apparao)

MALINENI LAKSHMAIAH NOMEN'S ENGINEERING COLLEG PULLADIGUNTA, GUNTUR-17

CC to:

HoD, ECE	HoD, CSE	HoD, IT	HoD, S&H
Bully	6	111	Castelly



Date: 10-08-2020

Ref no.: MLEW/A.Y.20-21/I Sem. /CAC/Aug-01/MoM

Minutes of CAC meeting

The meeting of the CAC was held on 10th August, 2020 at 2.30 PM in the Principal chamber:

- 1. Verification of Subject allocation: Principal verified the workload allotted submitted by all HoDs to all individual faculty members in various departments.
- 2. Timetable verification: Principal verified and approved the timetables prepared for all programs submitted by HoDs.
- 3. Checking of Course files &Lesson Plan: Principal randomly checked few course files and lesson plans, CO-PO mapping and advised to follow NBA formats and suggested for proper mapping of COs & POs.
- 4. NBA documentation: Principal suggested doing the proper documentation for various events such as workshops, guest lectures, and industrial visits planned in the department.
- 5. Any other requirements: Principal suggested informing to students about the commencement of class work for the upcoming semester.

COLLEGE THE WALL OF THE PARTY O

Principal

PRINCIPAL

(DrayHApparac)HMAIAH

WOMEN'S ENGINEERING COLLECT

PULLADIGUNTA, GUNTUR-17

CC to:

HoD, ECE	HoD, CSE	HoD, IT	HoD, S&H
Bring	(4)		assely



Date: 10-08-2020

CAC Meeting Attendance

The following Heads of the Department & Professor/ Associate Professor have attended the meeting at 2.30 PM on 10-08-2020 in the Principal chamber:

S.No.	Name	Designation	Signature
1)	Dr. J. Apparas	Principal	J. Aul
2)	Da B. MA CESWALA NA	DIRECTOR	buga
3)	Y-BUSSE BARD	Enamy P/c	73
4)	Dr. K. Conthauis	prof & Head	Bull
5)	VI hansi Lakshmi	Asst Professor	M
6)	Dr GiRamaswamy	Professor, HOD	6
7)	Dr. A Srikrishna Chailanga	Profesor, 900	casteh
8)	Ch-Ramesh	Asst. Praf	12h
9)			J
10)			



Date: 01-04-2020

Ref no.: MLEW/A.Y.19-20/II Sem. /CAC/Apr-01

CIRCULAR

It is hereby informed that the undersigned will convene a **College Academic Committee (CAC) meeting** with all the Heads of the Departments

& Professor/ Associate Professors today, i.e., 1st April, 2020 at 2.30 PM without fail.

Agenda:

- 1) Timetables for external lab examinations
- 2) Smooth conduct of JNTUK examination
- 3) Conduct of Revision classes
- 4) Performance of students from Mid 1&2
- 5) NBA documentation
- 6) Any other requirements



Principal
PRINCIPAL

OMALIAED ATAKSHMAIAH
VOMEN'S ENGINEERING COLLECT
PULLADIGUNTA, GUNTUR-17

CC to:

HoD, ECE	HoD, CSE	HoD, IT	HoD, S&H
Jaller Jaller	6	VI	CASSUM



Date: 01-04-2020

Ref no.: MLEW/A.Y.19-20/II Sem. /CAC/Apr-01/MoM

Minutes of CAC meeting

The meeting of the CAC was held on 1st April, 2020 at 2.30 PM in the Principal chamber:

- 1) Timetables for External Lab exams: Principal advised to smoothly conduct external lab examinations as per the timetable issued by JNTUK.
- 2) Smooth conduct of JNTUK examinations: Principal advised to issue hall ticket to students and smoothly conduct all JNTUK examinations as per the timetable issued by JNTUK.
- 3) Conduct of Revision classes: Principal informed HoD's to plan revision classes and conduct study hours to students as End examinations are fast approaching.
- 4) Performance of Mid 1&2: Principal verified the performance of Mid 1 & 2 marks. He advised to identify the students who got less than 40 % of marks and provide question bank and instruct faculty member to conduct study hours.
- 5) NBA documentation: Principal reviewed documentation and all HoD's are advised to update all the files on every day without fail.

6) Any other requirements: Principal enquired about the working of

various committees

Principalina.

MALINENI LAKSHMAIAH

NOM(EDI'S ENSIPPERIO)G COLLEC

PULLADIGUN'A, GUNTUR-17

CC to:

HoD, ECE	HoD, CSE	HoD, IT	HoD, S&H
and	8	VI	Askly



Date: 01-04-2020

CAC Meeting Attendance

The following Heads of the Department & Professor/ Associate Professor have attended the meeting at 2.30 PM on 01-04-2020 in the Principal chamber:

S.No.	Name	Designation	Signature
1)	Dr. J. Amar Ras	principal	Aul
2)			
3)	Dr. K. Conthaui	professoleho	d Roll
4)	Dr G. Ramaswamy	Professor, HOD	8
5)		4	
6)	V- Thansi Lakshmi	ASST-Profess8ym	VIL
7)	Dr. A. srikrishna Chailanya	Professor, HOD	agency
8)			0. at
9)			
10)		9	- d



MALINENI LAKSHMAIAH WOMEN'S ENGINEERING COLLEGE

(Approved by AICTE, New Delhi & Affiliated to JNTUK, Kakinada)

Pulladigunta (V), Vatticherukuru (Md), GUNTUR

COLLEGE ACADEMIC COMMITTEE (2019-20)



Date: 16-03-2020

Ref no.: MLEW/A.Y.19-20/II Sem. /CAC/Mar-01

CIRCULAR

It is hereby informed that the undersigned will convene a College Academic Committee (CAC) meeting with all the Heads of the Departments & Professor/ Associate Professors today, i.e., 16th March, 2020 at 2.30 PM without fail.

Agenda:

- 1) Timetables for Internal Lab exams
- 2) Verification of syllabus coverage
- 3) Preparation for final exams
- 4) Project work documentation
- 5) NBA documentation

6) Any other requirements

WOMEN'S ENGINEERING COLLEC

Principal

(Dr. J.Apparao)

PRINLIPKE IALINENI LAKSHMAIAH

CC to:

		d,	OMEN'S ENGINEERING
HoD, ECE	HoD, CSE	HoD, IT	HoD, S&H
Louis !	0	VM	CANLI



Date: 16-03-2020

IDUBATATING COLLEC

PULLADIGUNTA GUNTURA

Ref no.: MLEW/A.Y.19-20/II Sem. /CAC/March-01/MoM

Minutes of CAC meeting

The meeting of the CAC was held on 16th March, 2020 at 2.30 PM in the Principal chamber:

- 1) Timetables for Internal Lab exams: Principal advised to submit schedules to conduct internal lab exams to II, III & IV B. Tech students in this week.
- 2) Verification of Syllabus Coverage: Principal verified the % of syllabus covered by every faculty member in various departments.
- 3) Preparation for final exams: Principal advised to prepare study hour timetable and conduct study hours in the next week. He also advised to provide question bank and JNTUK question papers to all the students.
- 4) Project Documentation: Principal advised HoDs to give instructions to Guides and verify project documentation of all IV B.Tech students and check the execution of projects.
- 5) NBA documentation: Reviewed the documentation for the NBA and advised all the HoD's to update all the files with correct data. He advised to give instructions to all criterion coordinators to acknowledge the status to the HoDs.

6) Any other requirements: Principal enquired about the working of all committees and problems of students and staff members in the departments.

CC to:

HoD, ECE HoD, CSE HoD, IT HoD, S&H

HoD's are requested to circulate among all the faculty members in the department.



Date: 16-03-2020

CAC Meeting Attendance

The following Heads of the Department & Professor/Associate Professor have attended the meeting at 2.30 PM on 16-03-2020 in the Principal chamber:

S.No.	Name	Designation	Signature
1)	Dr. J. AppaRga	Principal	Aul
2)			⁹ as
3)			
4)	Dr. 1c. Ganthaui	proff Head	Queles
5)	Or Gi-Rama Swamy	Professor, HOD	6
6)	V Thansi Lallshmi	Asst Professor	VI
7)	Dr. A. Srixvishna chailanga	Professor, Mod	Carrely
8)			
9)			
10)			



Date: 02-12-2019

Ref no.: MLEW/A.Y.19-20/II Sem. /CAC/Dec-01

CIRCULAR

It is hereby informed that the undersigned will convene a College Academic Committee (CAC) meeting with all the Heads of the Departments & Professor/ Associate Professors today, i.e., 2nd December, 2019 at 1.30 PM without fail.

Agenda:

- 1. Checking the feedback from the students for teaching staff.
- 2. Progress of Labs
- 3. Checking of Course files & Lesson Plan
- 4. NBA documentation
- 5. Any other requirements

WALLING THE STATE OF THE STATE

(Dr. J.Apparao)

Principal

MALINENI LAKSHMAIAH WOMEN'S ENGINEERING COLLEC PULLADIGUNTA, GUNTUR-17

CC to:

HoD, ECE	HoD, CSE	HoD, IT	HoD, S&H
Quel	(A)	11	assch
M		*	



Date: 02-12-2019

CAC Meeting Attendance

The following Heads of the Department & Professor/Associate Professor have attended the meeting at 1.30 PM on 02-12-2019 in the Principal chamber:

S.No.	Name	Designation	Signature
1)	Dr. T. Appara	Principal	J. And
2)			
3)	Dr. K. Ponthain;	prof & Head	Quus
4)	Dr. K. Gonthain; Dr GirRama Swamy	Professor, HOD	6
5)	V- Thansi Lallshmi	ASS Rofesson, HOD	VM_
6)	Dr. A. Szikrishna Chailary	a Professor, HoD	asker
7)			
8)		*	i ger
9)			×
10)			



Date: 02-12-2019

Ref no.: MLEW/A.Y.19-20/II Sem. /CAC/Dec-01/MoM

Minutes of the CAC meeting

The meeting of the CAC was held on 2nd December, 2019 at 1.30 PM in the Principal chamber:

- 1. Checking the feedback from the students for teaching staff: Principal verified the students feedback on all the faculty and advised to take oral feedback from the students also.
- 2. Feedback of Lab: Principal verified the feedback on labs and discussed the problems of students.
- 3. Checking of Course files &Lesson Plan: Principal verified the course files and lesson plans, lecture notes and advised to follow NBA formats and suggested for proper mapping of COs & POs.
- **4. NBA documentation:** Principal verified the documentation in various departments and advised to maintain proper documentation.

5. Any other requirements: Principal discussed the working of various committees in the department.

CC to:

HoD, ECE HoD, CSE HoD, IT HoD, S&H

HoD's are requested to circulate among all the faculty members in the department.



Date: 27-01-2020

Ref no.: MLEW/A.Y.19-20/II Sem. /CAC/Jan-01

CIRCULAR

It is hereby informed that the undersigned will convene a College Academic Committee (CAC) meeting with all the Heads of the Departments & Professor/ Associate Professors today, i.e., 27th January, 2020 at 2.30 PM without fail.

Agenda:

- 1) Previous semester result analysis
- 2) Mid exam result analysis
- 3) Syllabus coverage
- 4) IV B.Tech Projects
- 5) NBA documentation
- 6) Any other requirements

PARTY ANTIVE TO COLLEGE TO COLLEG

Principal

(Dr. J.Apparao)

MALINENI LAKSHMAIAH WOMEN'S ENGINEERING COLLEC PULLADIGUN'YA, GUNTUR-17

CC to:

HoD, CSE	HoD, IT	HoD, S&H
6	12	asku
	HoD, CSE	HoD, CSE HoD, II



Date: 27-01-2020

Ref no.: MLEW/A.Y.19-20/II Sem. /CAC/Jan-01/MoM

Minutes of CAC meeting

The meeting of the CAC was held on 27th January, 2020 at 2.30 PM in the Principal chamber:

- 1) **Previous semester result analysis:** HoD's presented the result analysis of previous semester later Principal advised HoDs to improve the pass percentage further. The Performance of the students is discussed. It is resolved to arrange for remedial classes for the slow learners.
- 2) Mid exam result analysis: Principal verified the mid marks of current semester students and advised to identify the slow learners. Conduct special classes to slow learners to achieve better marks in mid and external examinations.
- 3) Syllabus Coverage: Principal verified the % of syllabus covered for all the subjects in all programs. He advised to take additional classes to complete the syllabus on time.
- 4) IV B.Tech Projects: All HoDs are informed to monitor the Projects of IV B.Tech students, conduct reviews and test the working of the works executed by the students.
- 5) NBA documentation: Reviewed the documentation for the NBA and advised all the HoD's to be cautious in cross checking the data filled.

6) Any other requirements: Principal enquired about the working of anti-

ragging committee.

CC to:

HoD, ECE HoD, CSE HoD, IT HoD, S&H

HoD's are requested to circulate among all the faculty members in the department.



Date: 27-01-2020

CAC Meeting Attendance

The following Heads of the Department & Professor/ Associate Professor have attended the meeting at 2.30 PM on 27-01-2020 in the Principal chamber:

S.No.	Name	Designation	Signature
1)	Dr. J. Appa Ras	Principal	J-Aml
2)			
3)			
4)	Dr. K. Cana Hansel	Prof.C Head	Bulin
5)	Dr. K. Conthoused V. Thansi Lakshmi	Alst Profeson, HOD	M
6)	Dr Gi Ramaswamy	Professor, HOD	6
7)	Dr. A. Srixvishna chailanga	Professor, HOD	askey
8)			
9)			
10)			*



Date: 25-09-2019

Ref no.: MLEW/A.Y.19-20/I Sem. /CAC/Sep-01

CIRCULAR

It is hereby informed that the undersigned will convene a **College Academic Committee (CAC) meeting** with all the Heads of the Departments

& Professor/ Associate Professors today, i.e., 25th September, 2019 at 2.00 PM without fail.

Agenda:

- 1) Timetables for Internal Lab exams
- 2) Verification of syllabus coverage
- 3) Preparation for final exams
- 4) NBA documentation
- 5) Any other requirements



(Dr. Ĵ.Appárao) Malineni Lakshmaiah Women's Engineering Collec Pulladigunta, Guntur-17

CC to:

HoD, ECE	HoD, CSE	HoD, IT	HoD, S&H
Quelly	(a)	1M	CAKKLY



Date: 25-09-2019

DIGUNTA. GUNT

Ref no.: MLEW/A.Y.19-20/I Sem. /CAC/Sep-01/MoM

Minutes of CAC meeting

The meeting of the CAC was held on 25th September, 2019 at 2.00 PM in the Principal chamber:

- 1) Timetables for Internal Lab exams: Principal advised to conduct internal lab exams to II, III & IV B. Tech students in this week.
- 2) Verification of Syllabus Coverage: Principal verified the % of syllabus covered by the entire faculty member in various departments.
- 3) Preparation for final exams: Principal advised to prepare study hour timetable and conduct study hours in the next week. He also advised to provide question bank and JNTUK question papers to all the students.
- 4) NBA documentation: Reviewed the documentation for the NBA and advised all the HoD's to update all the files with correct data. He advised to give instructions to all criterion coordinators to acknowledge the status to the HoDs.

5) Any other requirements: Principal enquired the working of all committees and requirements from all the departments.

CC to:

HoD, ECE	HoD, CSE	HoD, IT	HoD, S&H
Bules	0	11	askly

HoD's are requested to circulate among all the faculty members in the department.



Date: 25-09-2019

CAC Meeting Attendance

The following Heads of the Department & Professor/Associate Professor have attended the meeting at 2.00 PM on 25-09-2019 in the Principal chamber:

S.No.	Name	Designation	Signature
1)	Dr. J. AppaRas	principal	J. Aul
2)			
3)			
4)			
5)	Dr. K. Conthaui	Prof & Head	Enuse
6)	V- Thansi Lakshmi	AND PROTENT, HOD	M
7)	Dr Gi-Rama Swamy	Professor, HOD	8
8)	Dr. A. srikrishna Chailany	a Professor 400	askey
9)	V		
10)			



Date: 11-11-2019

Ref no.: MLEW/A.Y.19-20/II Sem. /CAC/Nov-01

CIRCULAR

It is hereby informed that the undersigned will convene a College Academic Committee (CAC) meeting with all the Heads of the Departments & Professor/ Associate Professors today, i.e., 11th November, 2019 at 1.30 PM without fail.

Agenda:

- 1. Verification of Subject allocation
- 2. Timetable verification
- 3. Checking of Course files & Lesson Plan
- 4. NBA documentation
- 5. Any other requirements



Principal

(Dr. J.Apparao)

MALINENI LAKSHMAIAH WOMEN'S ENGINEERING COLLEC PULLADIGUNTA, GUNTUR-17

CC to:

HoD, ECE	HoD, CSE	HoD, IT	HoD, S&H
Queun	6	VM	applem



Date: 11-11-2019

Ref no.: MLEW/A.Y.19-20/II Sem. /CAC/Nov-01/MoM

Minutes of CAC meeting

The meeting of the CAC was held on 11th November, 2019 at 1.30 PM in the Principal chamber:

- 1. Verification of Subject allocation: Principal verified the workload allotted to all individual faculty members in various departments.
- **2. Timetable verification:** Principal verified and given his approved for the timetables prepared by various departments.
- 3. Checking of Course files &Lesson Plan: Principal verified few course file and lesson plan and advised to follow NBA formats and suggested for proper mapping of COs & POs.
- 4. NBA documentation: Principal suggested doing the proper documentation for all events, maintain course files, lab files and personal files by all faculty members in the department. HoDs are informed to monitor the filing works and submit the reports to the undersigned.
- 5. Any other requirements: Principal suggested informing to students about the commencement of class work for the upcoming semester.

CC to:

Principal
(DMALAPPATAOSHMAIAH
WOMEN'S ENGINEERING COLLEGE
PULLADIGUNTA, GUNTUS

HoD, ECE HoD, CSE HoD, IT HoD, S&H

HoD's are requested to circulate among all the faculty members in the department.



Date: 11-11-2019

CAC Meeting Attendance

The following Heads of the Department & Professor/Associate Professor have attended the meeting at 1.30 PM on 11-11-2019 in the Principal chamber:

S.No.	Name	Designation	Signature
1)			
1)	Dr. J. AppaRas	Principal	T. And
2)			
3)	Dr. K. Bon Hacerel	prof & Head	Rulusy
4)	Dr Gi Rama Swamy	Professor, HOD	6
5)	V- Thansi Lakhmi	Asst-Professon, HOD	411
6)	Dr. A. Sti Xrishna Chailanga	Professa, 400	arkely
7)			
8)			2
9)			
10)			



Date: 17-10-2019

Ref no.: MLEW/A.Y.19-20/I Sem. /CAC/Oct-01

CIRCULAR

It is hereby informed that the undersigned will convene a **College Academic Committee (CAC) meeting** with all the Heads of the Departments

& Professor/ Associate Professors today, i.e., 17th October, 2019 at 1.30 PM without fail.

Agenda:

- 1) Timetables for external lab examinations
- 2) Smooth conduct of JNTUK examination
- 3) Conduct of Revision classes
- 4) Performance of students from Mid 1&2
- 5) NBA documentation
- 6) Any other requirements



Principal

(Dr. J.Apparao)

MALINENI LAKSHMAIAH WOMEN'S ENGINEERING COLLEC PULLADIGURTA, GUNTUR-17

CC to:

HoD, ECE	HoD, CSE	HoD, IT	HoD, S&H
Quell	6	N.A.	asille



Date: 17-10-2019

Ref no.: MLEW/A.Y.19-20/I Sem. /CAC/Oct-01/MoM

Minutes of CAC meeting

The meeting of the CAC was held on 17th October, 2019 at 1.30 PM in the Principal chamber:

- 1) Timetables for External Lab exams: Principal advised to smoothly conduct external lab examinations as per the timetable issued by JNTUK.
- 2) Smooth conduct of JNTUK examinations: Principal advised to issue hall ticket to students and smoothly conduct all JNTUK examinations as per the timetable issued by JNTUK.
- 3) Conduct of Revision classes: Principal informed HoD's to plan revision classes and conduct study hours to students as End examinations are fast approaching.
- 4) Performance of Mid 1&2: Principal verified the performance of Mid 1 & 2 marks. He advised to identify the students who got less than 35 % of marks and provide question bank and instruct faculty member to conduct study hours.
- 5) NBA documentation: Principal reviewed the documentation for the NBA and advised all the HoD's to update all the files on every day without fail

6) Any other requirements: Principal enquired about the working of

various committees.

CC to:

PULLADIGUNTA, GUNTUR-17

HoD, CSE HoD, IT HoD, ECE HoD, S&H

HoD's are requested to circulate among all the faculty members in the department.



Date: 17-10-2019

CAC Meeting Attendance

The following Heads of the Department & Professor/Associate Professor have attended the meeting at 1.30 PM on 17-10-2019 in the Principal chamber:

S.No.	Name	Designation	Signature
1)	Dr. J. AppaRas	principal	J. Aul
2)		9	
3)			
4)	Dr. K. Gonthaini	prof. EHead	Quen
5)	Dr GrRama-Swamy	Professor, HOD	8
6)	V-Jhansi Larehmi	ASST Profess 81, 400	VY
7)	Dr. A. Sritrishna chailanga	Professor, HOD	Castelly
8)			6
9)			
10)			



Date: 30-10-2019

Ref no.: MLEW/A.Y.19-20/II Sem. /CAC/Oct-02

CIRCULAR

It is hereby informed that the undersigned will convene a College Academic Committee (CAC) meeting with all the Heads of the Departments & Professor/ Associate Professors today, i.e., 30th October, 2019 at 2.30 PM without fail.

Agenda:

- 1) Workload Calculation
- 2) Staff requirement
- 3) Additional Equipments required
- 4) Library books requirements
- 5) Departmental academic calendar for upcoming semester.
- 6) NBA documentation

7) Any other requirements

LADICUMTA E

(Dr. J.Apparao)

Principal

MALINENI LAKSHMAIAH OMEN'S ENGINEERING COLLEC

CC to:

HoD, ECE	HoD, CSE	HoD, IT	HoD, S&H
Berry	0	111	Casiely



Date: 30-10-2019

Ref no.: MLEW/A.Y.19-20/II Sem. /CAC/Oct-02/MoM

Minutes of CAC meeting

The meeting of the CAC was held on 30th October, 2019 at 2.30 PM in the Principal chamber:

- 1) Workload Calculation: Principal verified the workload details submitted by HoD's and discussed in detail in the meeting
- 2) Staff requirement: Principal assured sufficient faculty members will be recruited as per the department requirements.
- 3) Additional Equipments required: Principal advised HoDs to submit proposal for additional equipment if required in their department within a week.
- 4) Library books requirements: Principal advised to verify the syllabus and provide requirement of books for B.Tech & M.Tech students.
- 5) Departmental academic calendar for upcoming semester: Principal advised HoDs to prepare Department academic calendar referring JNTUK calendar with tentative dates of Guest Lectures, Industrial visits, FDPs, Sports events etc.,
- 6) NBA documentation: Principal advised all HoD's maintain documentation with correct data.
- 7) Any other requirements: Principal advised HoDs to give proposals for consumable, stationary requirements for the upcoming semester.



Principal
(Dr. J.Apparao)

MALINENI LAKSHMADAN NOMEN'S ENGINEERING COLLEC PULLADIGUNTA, GUNTUR-17

CC to:

HoD, ECE	HoD, CSE	HoD, IT	HoD, S&H
Bully		111	assur

HoD's are requested to circulate among all the faculty members in the department.



Date: 30-10-2019

CAC Meeting Attendance

The following Heads of the Department & Professor/Associate Professor have attended the meeting at 2.00 PM on 30-10-2019 in the Principal chamber:

S.No.	Name	Designation	Signature
1)	Dr. J. Appa Las	principal	To Aul
2)			
3)			
4)	Dr. K. Gonthound.	prof. & Head	
5)	V-Thansi Lakshini	Asst Rofers 1, HOD	VN
6)	Dr Gi-Rama Swamy	Professor, HOD	6
7)	Dr. A-sri zorishna chaitanga	Professor, HOD	arkey
8)			2
9)			
10)			



Date: 24-06-2019

Ref no.: MLEW/A.Y.19-20/I Sem. /CAC/June-02

CIRCULAR

It is hereby informed that the undersigned will convene a College Academic Committee (CAC) meeting with all the Heads of the Departments & Professor/ Associate Professors today, i.e., 24th June, 2019 at 2.30 PM without fail.

Agenda:

- 1. Verification of student's feedback on faculty.
- 2. Progress of Labs
- 3. Checking of Course files & Lesson Plan
- 4. NBA documentation
- 5. Any other requirements

SOUTH ON HAND SOUTH OF THE STATE OF THE STAT

Principal

(Dr. J.Apparao)

MALINENI LAKSHMAIAH MOMEN'S ENGINEERING COLLEC PULLADIGUNTA, GUNTUP 17

CC to:

HoD, ECE	HoD, CSE	HoD, IT	HoD, S&H
EURIN		W	arch



Date: 24-06-2019

Ref no.: MLEW/A.Y.19-20/I Sem. /CAC/June-02/MoM

Minutes of the CAC meeting

The meeting of the CAC was held on 24th June, 2019 at 2.00 PM in the Principal chamber:

- 1. Verification of students feedback on faculty: Principal verified the students feedback on all the faculty and suggested few faculty members to improve their performance.
- 2. Feedback of Lab: Principal verified the student's feedback on labs and discussed the problems of students.
- 3. Checking of Course files &Lesson Plan: Principal checked few course files, lesson plan and advised to follow NBA formats and suggested for proper mapping of COs & POs.
- **4. NBA documentation:** Principal advised HoDs to monitor documentation assigned to faculty members.
- 5. Any other requirements: Principal advised HoDs to submit proposal of any requirements from the departments.

CC to:

(Dr. J.Apparao) AL MALINENI LA SHMAIAH WOMEN'S ENGINEERING COLLEC PULLADIGUWTA, GUNTUR-17

Principal

HoD, ECE	HoD, CSE	HoD, IT	HoD, S&H
Quein	(C)	M	assell

HoD's are requested to circulate among all the faculty members in the department.



Date: 24-06-2019

CAC Meeting Attendance

The following Heads of the Department & Professor/ Associate Professor have attended the meeting at 2.30 PM on 24-06-2019 in the Principal chamber:

S.No.	Name	Designation	Signature
1)	Dr. J. Appa Ras	principal	J. Aul
2)			
3)	Dr-K. Comthaire	prof EHead	Queley
4)	V- Thansi Lakshmi	ASS Professon, HOD	YM
5)			3 2
6)			9.
7)	Dr G. Ramaswamy	Professor, HOD	8
8)	Dr. A Stixvishna Chailanga	Professor, HOD	askely
9)	50 AL		
10)			



Date: 12-08-2019

Ref no.: MLEW/A.Y.19-20/I Sem. /CAC/Aug-01

CIRCULAR

It is hereby informed that the undersigned will convene a College Academic Committee (CAC) meeting with all the Heads of the Departments & Professor/ Associate Professors today, i.e., 12th August, 2019 at 1.30 PM without fail.

Agenda:

- 1) Previous semester result analysis
- 2) Mid exam result analysis
- 3) Syllabus coverage
- 4) NBA documentation
- 5) Any other requirements



Principal

(Dr. J.Apparao)

MALINENI LAKSHMAIAH WOMEN'S ENGINEERING COLLECTION OF THE LADICATION OF THE LADICATI

CC to:

HoD, ECE	HoD, CSE	HoD, IT	HoD, S&H
Queil	(4)	11	Askey



Date: 12-08-2019

Ref no.: MLEW/A.Y.19-20/I Sem. /CAC/Aug-01/MoM

Minutes of CAC meeting

The meeting of the CAC was held on 12th August, 2019 at 1.30 PM in the Principal chamber:

- 1) Previous semester result analysis: HoD's presented the result analysis of previous semester later Principal advised HoDs to improve the pass percentage further. The Performance of the students is discussed. It is resolved to arrange for remedial classes for the slow learners.
- 2) Mid exam result analysis: Principal verified the mid marks of current semester students and advised to identify the slow learners. Conduct special classes to slow learners to achieve better marks in mid and external examinations.
- 3) Syllabus Coverage: Principal verified the % of syllabus covered for all the subjects in all programs. He advised to take additional classes to complete the syllabus on time.
- 4) NBA documentation: Reviewed the documentation for the NBA and advised all the HoD's to be cautious in cross checking the data filled.

5) Any other requirements: Principal enquired about the working of

various committees.

PULLADIGUNTA, GUNTUR 12

CC to:

HoD, ECE	HoD, CSE	HoD, IT	HoD, S&H
Rules	6	VI	assely

HoD's are requested to circulate among all the faculty members in the department.



Date: 12-08-2019

CAC Meeting Attendance

The following Heads of the Department & Professor/Associate Professor have attended the meeting at 1.30 PM on 12-08-2019 in the Principal chamber:

S.No.	Name	Designation	Signature
1)	Dr. J. Apparlas	principal	J- And
2)	Y .		
3)			
4)	Dr. K. Gonthami	prof & Head	Bulling
5)	Dr Gi Rama Swamy	Professor, HOD	6
6)	V- Thansi Lakshmi	ASS Profess, HOD	XM
7)	Dr. A. Sri krishna Chaitanya	Professor, 200	CA SICELY
8)			
9)	8	a	
10)			



Date: 06-05-2019

Ref no.: MLEW/A.Y.19-20/I Sem. /CAC/May-01

CIRCULAR

It is hereby informed that the undersigned will convene a **College Academic Committee (CAC) meeting** with all the Heads of the Departments

& Professor/ Associate Professors today, i.e., 6th May, 2019 at 1.30 PM without fail.

Agenda:

- 1) Workload Calculation
- 2) Staff requirement
- 3) Additional Equipments required
- 4) Library books requirements
- 5) Department academic calendar for upcoming semester.
- 6) NBA documentation
- 7) Any other requirements

STANDANTA EN TOPO OF THE PARTY OF THE PARTY

Principal

(Dr. J.Apparao)

MALINENI LAKSHMAIAH WOMEN'S ENGINEERING COLLEC BULLADIGURTA, GUNTUR-17

CC to:

HoD, ECE	HoDaCSE	HoD, IT	HoD, S&H
Query	8	M	assur



Date: 06-05-2019

Ref no.: MLEW/A.Y.19-20/I Sem. /CAC/May-01/MoM

Minutes of CAC meeting

The meeting of the CAC was held on 06th May, 2019 at 1.30 PM in the Principal chamber:

- 1) Workload Calculation: HoD's submitted workload details to the undersigned. Principal verified the workload details presented by all the HoDs.
- 2) **Staff requirement:** Principal assured sufficient faculty members will be recruited as per the departmental requirements.
- 3) Additional Equipments required: According to the HoD information additional equipments are not necessary and Principal advised to proposal if required.
- 4) Library books requirements: Principal advised HoDs to submit proposals to purchase books to meet the syllabus for B.Tech students.
- 5) Department academic calendar for upcoming semester: Principal advised HoDs to prepare Department academic calendar referring JNTUK calendar included with tentative dates of Guest Lectures, Industrial visits, FDPs, Sports events etc.,
- 6) NBA documentation: Principal reviewed the documentation at department levels and advised update for this academic year also.
- 7) Any other requirements: Principal advised HoDs to give proposals for stationary, consumable, non consumable for the upcoming semester.



Principal
PRINCIPAL
(DrineApparad) Alah
WOMEN'S ENGINEERING COLLECT
BULLADIGURTA, GUNTUR-17



Date: 06-05-2019

CAC Meeting Attendance

The following Heads of the Department & Professor/Associate Professor have attended the meeting at 1.30 PM on 06-05-2019 in the Principal chamber:

S.No.	Name	Designation	Signature
1)	Dr. J. Appa Ross	principal	J. Aud
2)		6 8 8 8 8 8 8 8 8 8 8 8 8 8 8 8 8 8 8 8	p - 2
3)			
4)			
5)	Dr. K. Egnthauni	prof & Head	Qulity
6)	Dr 61 · Rama Swamy	Professor, HOD	6
7)	V. Ihansi Lakhmi	ANT POLEMA, HOD	MM
8)	Dr. A. Strikerishna Chaitaya	Professor, HOD	Christy
9)			
10)			



Date: 03-06-2019

Ref no.: MLEW/A.Y.19-21/I Sem. /CAC/June-01

CIRCULAR

It is hereby informed that the undersigned will convene a **College Academic Committee (CAC) meeting** with all the Heads of the Departments

& Professor/ Associate Professors today, i.e., 3rd June, 2019 at 2.00 PM without fail.

Agenda:

- 1. Verification of Subject allocation
- 2. Timetable verification
- 3. Checking of Course files & Lesson Plan
- 4. NBA documentation
- 5. Any other requirements



Principal

Principal

Principal

PRINCIPAL

MALINEMAPPAFANG COLLECT

NOMEN'S ENGINEERING COLLECT

PULLADIGUNTA GUNTUR-17

CC to:

HoD, ECE H	loD, ESE	HoD, IT	HoD, S&H
Builty	80	1/1	Askey



Date: 03-06-2019

Ref no.: MLEW/A.Y.19-20/I Sem. /CAC/June-01/MoM

Minutes of CAC meeting

The meeting of the CAC was held on 3rd June, 2019 at 2.00 PM in the Principal chamber:

- 1. Verification of Subject allocation: HoDs presented the subject allocation to the undersigned. Principal verified the workload allotted to all individual faculty members in various departments.
- **2. Timetable verification:** Principal verified and approved the timetables prepared for all programs submitted by HoDs.
- **3. Checking of Course files &Lesson Plan:** Principal randomly checked few course files and lesson plans, CO-PO mapping and advised to follow NBA formats and suggested for proper mapping of COs & POs.
- **4. NBA documentation:** Principal suggested doing the proper documentation for various events such as workshops, guest lectures, and industrial visits planned in the department.
- 5. Any other requirements: Principal suggested informing to students about the commencement of class work for the upcoming semester.

CC to:

HoD, ECE

PINCUPAL LAKSHMAIAH

NODIEN'SAENSERING COLLEGE

PULLADIGUNTA, GUNTURALE

HoD, S&H

HoD, IT

HoD's are requested to circulate among all the faculty members in the department.

HoD, CSE



Date: 03-06-2019

CAC Meeting Attendance

The following Heads of the Department & Professor/Associate Professor have attended the meeting at 2.00 PM on 03-06-2019 in the Principal chamber:

S.No.	Name	Designation	Signature
1)	Dr.J. AppaRas	principal	TAul
2)			100
3)			97
4)	Dr-je-Gunthaui	Prof & Head	Quelle
5)	V-Itansi larehmi	ASSI Professon, HOD	¥.1)
6)			
7)	Dr Gi Rama Swamy	Professor, HOD	6
8)	Dr. A. Srishna chailange	Arofessor, HOD	askeh
9)			
10)			



MALINENI LAKSHMAIAH WOMEN'S ENGINEERING COLLEGE

(Approved by AICTE, New Delhi & Affiliated to JNTUK, Kakinada)

Pulladigunta (V), Vatticherukuru (Md), GUNTUR

COLLEGE ACADEMIC COMMITTEE (2018-19)



Date: 18-03-2019

Ref no.: MLEW/A.Y.18-19/II Sem. /CAC/Mar-01

CIRCULAR

It is hereby informed that the undersigned will convene a College Academic Committee (CAC) meeting with all the Heads of the Departments & Professor/ Associate Professors today, i.e., 18th March, 2019 at 2.00 PM without fail.

Agenda:

- 1) Timetables for Internal Lab exams
- 2) Verification of syllabus coverage
- 3) Preparation for final exams
- 4) Project work documentation
- 5) NBA documentation
- 6) Any other requirements

Principa

(Dr. J.Apparao)

MALINENI LAKSHMAI

NOMEN'S ENGINEERING COLLECTION OF THE PULL ADIGUNTA, GUNTUR-17

CC to:

HoD, ECE	HoD, CSE	HoD, IT	HoD, S&H
Sorgany	O	11	askely



Date: 18-03-2019

Ref no.: MLEW/A.Y.18-19/II Sem. /CAC/March-01/MoM

Minutes of CAC meeting

The meeting of the CAC was held on 18th March, 2019 at 2.00 PM in the Principal chamber:

- 1) Timetables for Internal Lab exams: Principal advised to conduct internal lab exams to II, III & IV B. Tech students in this week.
- 2) Verification of Syllabus Coverage: Principal verified the % of syllabus covered by the entire faculty member in various departments.
- 3) Preparation for final exams: Principal advised to prepare study hour timetable and conduct study hours in the next week. He also advised to provide question bank and JNTUK question papers to all the students.
- 4) Project Documentation: Principal advised HoDs to give instructions to Guides and verify project documentation of all IV B.Tech students and check the execution of projects.
- 5) NBA documentation: Reviewed the documentation for the NBA and advised all the HoD's to update all the files with correct data. He advised to give instructions to all criterion coordinators to acknowledge the status to the HoDs.

6) Any other requirements: Principal enquired about the working of all committees and problems of students and staff members in the departments.

CC to:

(Dr. J.MApparao)AKSHMAIAH
WOMEN'S ENGINEERING COLLECTION OF THE PULL ADIGUNTAL GUNTURAN

HoD, ECE HoD, CSE HoD, IT HoD, S&H



Date: 18-03-2019

CAC Meeting Attendance

The following Heads of the Department & Professor/Associate Professor have attended the meeting at 2.00 PM on 18-03-2019 in the Principal chamber:

S.No.	Name	Designation	Signature
1)	Dr. J. AppaRas	principal	J-Au
2)	*		
3)			
4)	Dr. K. Gon Harry	prof & Head	Epiler.
5)	V- Thansi Lakshmi	ANOT ROFEMB, HOD	VI
6)	Dr. G. Rama Swamy	Professor, HOD	6
7)	Dr. A Srikrishna Chailanga	Professor, HOD	askly
8)		2	
9)			
10)			



Date: 01-04-2019

Ref no.: MLEW/A.Y.18-19/II Sem. /CAC/Apr-01

CIRCULAR

It is hereby informed that the undersigned will convene a College Academic Committee (CAC) meeting with all the Heads of the Departments & Professor/ Associate Professors today, i.e., 1st April, 2019 at 2.30 PM without fail.

Agenda:

- 1) Timetables for external lab examinations
- 2) Smooth conduct of JNTUK examination
- 3) Conduct of Revision classes
- 4) Performance of students from Mid 1&2
- 5) NBA documentation
- 6) Any other requirements



Principal

(Dr. J.Apparao)

MALINENI LAKSHMAIAH MOMEN'S ENGINEERING COLLECT PULLADIGUNTA, GUNTUR-17

CC to:

HoD, ECE	HoD, CSE	HoD, IT	HoD, S&H
Guluy	(Car)	111	CAMILL



Date: 01-04-2019

Ref no.: MLEW/A.Y.18-19/II Sem. /CAC/Apr-01/MoM

Minutes of CAC meeting

The meeting of the CAC was held on 1st April, 2019 at 2.30 PM in the Principal chamber:

- 1) Timetables for External Lab exams: Principal advised to smoothly conduct external lab examinations as per the timetable issued by JNTUK.
- 2) Smooth conduct of JNTUK examinations: Principal advised to issue hall ticket to students and smoothly conduct all JNTUK examinations as per the timetable issued by JNTUK.
- 3) Conduct of Revision classes: Principal informed HoD's to plan revision classes and conduct study hours to students as End examinations are fast approaching.
- 4) Performance of Mid 1&2: Principal verified the performance of Mid 1 & 2 marks. He advised to identify the students who got less than 40 % of marks and provide question bank and instruct faculty member to conduct study hours.
- 5) NBA documentation: Principal reviewed the documentation for the NBA and advised all the HoD's to update all the files on every day without fail

6) Any other requirements: Principal enquired about the working of

various committees

Principal

(Dr. JMADDATAD) KSHMAIAH
NOMEN'S ENGINEERING COLLEG

CC to:

HoD, ECE	HoD, CSE	HoD, IT	HoD, S&H
Enlarg	6	11/11	Askly



Date: 01-04-2019

CAC Meeting Attendance

The following Heads of the Department & Professor/Associate Professor have attended the meeting at 2.30 PM on 01-04-2019 in the Principal chamber:

S.No.	Name	Designation	Signature
1)	Dr.J. Appa Ros	principal	J. Aud
2)		8 8	
3)		HI 1	5-
4)	Dr. 12. Conthaus.	prof & Acad	Enlug
5)	V. Thansi Lakshmi	ASST-ROTENT, HOD	MA
6)			
7)	Dr Gi Rama Swamy	Professor, HOD	8
8)	Ar. A. Strikrishna Chailanga	Professor, HoD	Cartely
9)			¥
10)		3	



Date: 01-11-2018

Ref no.: MLEW/A.Y.18-19/II Sem. /CAC/Nov-01

CIRCULAR

It is hereby informed that the undersigned will convene a College Academic Committee (CAC) meeting with all the Heads of the Departments & Professor/ Associate Professors today, i.e., 1st November, 2018 at 1.30 PM without fail.

Agenda:

- 1. Verification of Subject allocation
- 2. Timetable verification
- 3. Checking of Course files & Lesson Plan
- 4. NBA documentation

5. Any other requirements

Principal

(Dr. J.Apparao)

MALINENI LAKSHMAIAH WOMEN'S ENGINEERING COLLEC PULLADIGUNTA, GUNTUR-17

CC to:

HoD, ECE	HoD, CSE	HoD, IT	HoD, S&H
Quary		11	akkely



Date: 01-11-2018

Ref no.: MLEW/A.Y.18-19/II Sem. /CAC/Nov-01/MoM

Minutes of CAC meeting

The meeting of the CAC was held on 1st November, 2018 at 1.30 PM in the Principal chamber:

- 1. Verification of Subject allocation: Principal verified the workload allotted to all individual faculty members in various departments.
- 2. Timetable verification: Principal verified and given his approved for the timetables prepared by various departments.
- 3. Checking of Course files &Lesson Plan: Principal verified few course file and lesson plan and advised to follow NBA formats and suggested for proper mapping of COs & POs.
- **4. NBA documentation:** Principal suggested doing the proper documentation for every event, held in the department.
- 5. Any other requirements: Principal suggested informing to students about the commencement of class work for the upcoming semester.

Principal

(Dr. J.Apparao) MALINENI LAKSHMAIAH

MOMEN'S ENGINEERING COLLEC

CC to:

HoD, ECE HoD, CSE HoD, IT HoD, S&H



Date: 01-11-2018

CAC Meeting Attendance

The following Heads of the Department & Professor/Associate Professor have attended the meeting at 1.30 PM on 01-11-2018 in the Principal chamber:

S.No.	Name	Designation	Signature
1)	Dr. J. Albra Ras	murpal	J Aul
2)			
3)	Dr. K. Conthaui	professor & Head	Buluy
4)	Dr Gr Rama Swamy	Professon, HOD	6
5)	V. Thansi lakshmi	Asst. Professor, HOD	11
6)	Dur. A. sprishna chaitanya	Profesor, HOD	axily
7)			
8)			
9)			2
10)			N . V



Date: 03-12-2018

Ref no.: MLEW/A.Y.18-19/II Sem. /CAC/Dec-01

CIRCULAR

It is hereby informed that the undersigned will convene a College Academic Committee (CAC) meeting with all the Heads of the Departments & Professor/ Associate Professors today, i.e., 3rd December, 2018 at 2.30 PM without fail.

Agenda:

- 1. Checking the feedback from the students for teaching staff.
- 2. Progress of Labs
- 3. Checking of Course files & Lesson Plan
- 4. NBA documentation

5. Any other requirements

Principal

(Dr. J.Apparao)

MALINENI LAKSHMAIAH YOMEN'S ENGINEERING COLLEC

CC to:

HoD, ECE	HoD, CSE	HoD, IT	HoD, S&H
Cauli V	(2)	M	Charly
			WV



Date: 03-12-2018

Ref no.: MLEW/A.Y.18-19/II Sem. /CAC/Dec-01/MoM

Minutes of the CAC meeting

The meeting of the CAC was held on 3rd December, 2018 at 2.30 PM in the Principal chamber:

- 1. Checking the feedback from the students for teaching staff: Principal verified the students feedback on all the faculty and identified few faculty members from each department with less performance.
- 2. Feedback of Lab: Principal verified the feedback on labs and discussed the problems of students.
- 3. Checking of Course files & Lesson Plan: Principal verified the course files and lesson plans, lecture notes and advised to follow NBA formats and suggested for proper mapping of COs & POs.
- 4. NBA documentation: Principal verified the documentation in various departments and advised to maintain proper documentation.

5. Any other requirements: Principal discussed the working of various committee in the department.

CC to:

HoD, ECE	HoD, QSE	HoD, IT	HoD, S&H
Quelin		V	assus



Date: 03-12-2018

CAC Meeting Attendance

The following Heads of the Department & Professor/Associate Professor have attended the meeting at 2.30 PM on 03-12-2018 in the Principal chamber:

S.No.	Name	Designation	Signature
1)	Dr. J. Appa Ros	brincipal	Aul
2)			
3)			
4)	Dr. K. Ganthami	prof & Head	Caler
5)	U. Jhansi kakshmi	Asst professor, HOD	A
6)	Pr 61. Rama Swamy	Professor, HOD	6
7)	Dur A striktishna chailanga	Professor, Hos	Caskell
8)	V		
9)			
10)			



Date: 28-01-2019

Ref no.: MLEW/A.Y.18-19/II Sem. /CAC/Jan-01

CIRCULAR

It is hereby informed that the undersigned will convene a College Academic Committee (CAC) meeting with all the Heads of the Departments & Professor/ Associate Professors today, i.e., 28th January, 2019 at 1.30 PM without fail.

Agenda:

- 1) Previous semester result analysis
- 2) Mid exam result analysis
- 3) Syllabus coverage
- 4) IV B. Tech Projects
- 5) NBA documentation
- 6) Any other requirements

PULL ADIGUNTA POR PULL ADIGUNT

Principal

Timespar

MALINENI LAKSHMAIAH WOMEN'S ENGINEERING COLLECTION OF THE PULLADIGUNTA, GUNTUR-17

CC to:

HoD, ECE	HoD, CSE	HoD, IT	HoD, S&H
Queles	(E)	M	CANUL



Date: 28-01-2019

CAC Meeting Attendance

The following Heads of the Department & Professor/Associate Professor have attended the meeting at 1.30 PM on 28-01-2019 in the Principal chamber:

S.No.	Name	Designation	Signature
1)	Dr. J. Apparlos	principal	TAN
2)			2 n
3)			
4)			
5)	Dr. K Gonthalus	proff Head	Calif
6)	V. Jhansikakhmi	Asst. professor,	YM
7)	Dr Gi-Rama Swamy	Profesor, HOD	6
8)	Dr. A. Srikrishna Chailampa	Professor, HOD	askely
9)		8	
10)			

Date: 28-01-2019

Ref no.: MLEW/A.Y.18-19/II Sem. /CAC/Jan-01/MoM

Minutes of CAC meeting

The meeting of the CAC was held on 28th January, 2019 at 1.30 PM in the Principal chamber:

- 1) Previous semester result analysis: HoD's presented the result analysis of previous semester later Principal advised HoDs to improve the pass percentage further. The Performance of the students is discussed. It is resolved to arrange for remedial classes for the slow learners.
- 2) Mid exam result analysis: Principal verified the mid marks of current semester students and advised to identify the slow learners. Conduct special classes to slow learners to achieve better marks in mid and external examinations.
- 3) Syllabus Coverage: Principal verified the % of syllabus covered for all the subjects in all programs. He advised to take additional classes to complete the syllabus on time.
- 4) IV B.Tech Projects: All HoDs are informed to monitor the Projects of IV B.Tech students, conduct reviews and test the working of the works executed by the students.
- 5) NBA documentation: Reviewed the documentation for the NBA and advised all the HoD's to be cautious in cross checking the data filled.

6) Any other requirements: Principal enquired about the working of antiragging committee.

CC to:

(Dr.A.I.Apparao) HMAIAH

WOMEN'S ENGINEERING COLLECT

PULLADIGUNTA, GUNTUR-17

HoD, ECE	HoDoCSE	HoD, IT	HoD, S&H
Queliny	6	W	assay



Date: 15-10-2018

Ref no.: MLEW/A.Y.18-19/I Sem. /CAC/Oct-01

CIRCULAR

It is hereby informed that the undersigned will convene a College Academic Committee (CAC) meeting with all the Heads of the Departments & Professor/ Associate Professors today, i.e., 15th October, 2018 at 2.30 PM without fail.

Agenda:

- 1) Timetables for external lab examinations
- 2) Smooth conduct of JNTUK examination
- 3) Conduct of Revision classes
- 4) Performance of students from Mid 1&2
- 5) NBA documentation
- 6) Any other requirements



Principal

(Dr. J.Apparao)

MALINENI LAKSHMAIAH NOMEN'S ENGINEERING COLLEC

CC to:

HoD, ECE	HoD, CSE	HoD, IT	HoD, S&H
Quely	100	Y	aprily



Date: 15-10-2018

Ref no.: MLEW/A.Y.18-19/I Sem. /CAC/Oct-01/MoM

Minutes of CAC meeting

The meeting of the CAC was held on 15th October, 2018 at 2.30 PM in the Principal chamber:

- 1) Timetables for External Lab exams: Principal advised to smoothly conduct external lab examinations as per the timetable issued by JNTUK.
- 2) Smooth conduct of JNTUK examinations: Principal advised to issue hall ticket to students and smoothly conduct all JNTUK examinations as per the timetable issued by JNTUK.
- 3) Conduct of Revision classes: Principal informed HoD's to plan revision classes and conduct study hours to students as End examinations are fast approaching.
- 4) Performance of Mid 1&2: Principal verified the performance of Mid 1 & 2 marks. He advised to identify the students who got less than 40 % of marks and provide question bank and instruct faculty member to conduct study hours.
- 5) NBA documentation: Principal reviewed the documentation for the NBA and advised all the HoD's to update all the files on every day without fail

6) Any other requirements: Principal enquired about the working of

various committees

Principal

(Dr. J. Apperao) MALINENI LAKSHMAIAH WOMEN'S ENGINEERING COLLEC

PULLADIGUNTA, GUNTUR-17

CC to:

HoD, ECE HoD, CSE HoD, IT HoD, S&H



Date: 15-10-2018

CAC Meeting Attendance

The following Heads of the Department & Professor/ Associate Professor have attended the meeting at 2.30 PM on 15-10-2018 in the Principal chamber:

S.No.	Name	Designation	Signature
1)	Dr. J. Appa Rew	brincipal	T. Aun
2)			
3)			
4)	Dr. K. Gonthami	Prof & Head	Bulin
5)	Dr G. Rama Swamy	Professor, HOD	6
6)	V. Thansi lakshmi	Aust-protessor, HOD	HA
7)	Dr. A. Shikrishna Chaitanya	Professor, HOD	CASKLY
8)			
9)			8 X 85
10)			



Date: 22-10-2018

Ref no.: MLEW/A.Y.18-19/II Sem. /CAC/Oct-02

CIRCULAR

It is hereby informed that the undersigned will convene a College Academic Committee (CAC) meeting with all the Heads of the Departments & Professor/ Associate Professors today, i.e., 22nd October, 2018 at 2.00 PM without fail.

Agenda:

- 1) Workload Calculation
- 2) Staff requirement
- 3) Additional Equipments required
- 4) Library books requirements
- 5) NBA documentation
- 6) Departmental academic calendar for upcoming semester.
- 7) Any other requirements

Principal

(Dr. J.Apparao)

LINENI LAKSHMAIAH

CC to:

HoD, ECE	HoD, CSE	HoD, IT	HoD, S&H
Quito	(4)	IM	assely
(0)			



Date: 22-10-2018

Ref no.: MLEW/A.Y.18-19/II Sem. /CAC/Oct-02/MoM

Minutes of CAC meeting

The meeting of the CAC was held on 22nd October, 2018 at 2.00 PM in the Principal chamber:

- 1) Workload Calculation: Principal verified the workload details submitted by HoD's and discussed in detail in the meeting
- 2) **Staff requirement:** Principal assured sufficient faculty members will be recruited as per the department requirements.
- 3) Additional Equipments required: Principal advised HoDs to submit proposal for additional equipment if required in their department within a week.
- 4) Library books requirements: Principal advised to verify the syllabus and provide requirement of books for B.Tech & M.Tech students.
- 5) NBA documentation: Principal instructed HoD's to filing documentation with correct data.
- 6) Departmental academic calendar for upcoming semester: Principal advised HoDs to prepare Department academic calendar referring JNTUK calendar with tentative dates of Guest Lectures, Industrial visits, FDPs, Sports events etc.,

7) Any other requirements: Principal advised HoDs to give proposals for stationary for the upcoming semester.

Principal

(Dr. J.Apparao)

MALINENI LAKSHMAIAH MALINENI LAKSHMAIAH MOMEN'S ENGINEERING COLLEG MOMEN'S ENGINEERING COLLEG PULLADIGUNTA GUNTUR 17

CC to:

HoD, ECE	HoD, CSE	HoD, IT	HoD, S&H
Bully	(ag	W	Casich



Date: 22-10-2018

CAC Meeting Attendance

The following Heads of the Department & Professor/Associate Professor have attended the meeting at 2.00 PM on 22-10-2018 in the Principal chamber:

S.No.	Name	Designation	Signature
1)	Dr. J. Appa Res	principal	J. Aul
2)			
3)			
4)	Dr. K. Comthaini	prof & Head	Quler
5)	V- Jhansi laluhmi	Asstprofessor, HOD	T/V
6)	Dr Gi-Rama Swamy	Professor, HOD	6
7)	Dos. A. Sri Krishna Chailanga	Profession, HOD	askey
8)	V		
9)			
10)			



Date: 24-09-2018

Ref no.: MLEW/A.Y.18-19/I Sem. /CAC/Sep-01

CIRCULAR

It is hereby informed that the undersigned will convene a **College Academic Committee (CAC) meeting** with all the Heads of the Departments

& Professor/ Associate Professors today, i.e., 24th September, 2018 at 2.30 PM without fail.

Agenda:

- 1) Timetables for Internal Lab exams
- 2) Verification of syllabus coverage
- 3) Preparation for final exams
- 4) NBA documentation
- 5) Any other requirements



Principal

(Dr. J.Apparao)

MALINENI LAKSHMAIAH

WOMEN'S ENGINEERING COLLEG

PULLADIGUNTA GUNTUR 17

CC to:

HoD, ECE	HoD, CSE	HoD, IT	HoD, S&H
Enlish	(1	CANCEL



Date: 24-09-2018

Ref no.: MLEW/A.Y.18-19/I Sem. /CAC/Sep-01/MoM

Minutes of CAC meeting

The meeting of the CAC was held on 24th September, 2018 at 2.30 PM in the Principal chamber:

- 1) Timetables for Internal Lab exams: Principal advised to conduct internal lab exams to II, III & IV B. Tech students in this week.
- 2) Verification of Syllabus Coverage: Principal verified the % of syllabus covered by the entire faculty member in various departments.
- 3) Preparation for final exams: Principal advised to prepare study hour timetable and conduct study hours in the next week. He also advised to provide question bank and JNTUK question papers to all the students.
- 4) NBA documentation: Reviewed the documentation for the NBA and advised all the HoD's to update all the files with correct data. He advised to give instructions to all criterion coordinators to acknowledge the status to the HoDs.
- 5) Any other requirements: Principal enquired about the working of all committees and problems of students and staff members in the departments.

CC to:

HoD, ECE HoD, CSE HoD, IT HoD, S&H



Date: 24-09-2018

CAC Meeting Attendance

The following Heads of the Department & Professor/Associate Professor have attended the meeting at 2.00 PM on 24-09-2018 in the Principal chamber:

S.No.	Name	Designation	Signature
1)	Dr. J. Appa Res	principal	TAN
2)			
3)			3
4)	Dr. K. Conthain	prof & Head	Queller.
5)	U. Jhansi lakhmi	Asst-professortion	AN
6)	Der . A. Striktrishna Chailanga	Profesor, HoD	CASKUL
7)	Dr Gi-Rama Swamy	Professor, HOD	6
8)			
9)			
10)			



Date: 15-10-2018

Ref no.: MLEW/A.Y.18-19/I Sem. /CAC/Oct-01

CIRCULAR

It is hereby informed that the undersigned will convene a College Academic Committee (CAC) meeting with all the Heads of the Departments & Professor/ Associate Professors today, i.e., 15th October, 2018 at 2.30 PM without fail.

Agenda:

- 1) Timetables for external lab examinations
- 2) Smooth conduct of JNTUK examination
- 3) Conduct of Revision classes
- 4) Performance of students from Mid 1&2
- 5) NBA documentation
- 6) Any other requirements

HONEN'S ENGWENT

OULLADIGUMEN'S ENGWENT

OUTLADIGUMEN'S ENGWENT

OUTLADIGUMEN'

(Dr. J.Apparao)

Principal

PRINCIPAL
MALINENI LAKSHMAIAH
YOMEN'S ENGINEERING COLLECT
PULLADIGUNTA GUNTUR 17

CC to:

HoD, ECE	HoD, GSE	HoD, IT	HoD, S&H
Lever	8	V	Askell



Date: 15-10-2018

Ref no.: MLEW/A.Y.18-19/I Sem. /CAC/Oct-01/MoM

Minutes of CAC meeting

The meeting of the CAC was held on 15th October, 2018 at 2.30 PM in the Principal chamber:

- 1) Timetables for External Lab exams: Principal advised to smoothly conduct external lab examinations as per the timetable issued by JNTUK.
- 2) Smooth conduct of JNTUK examinations: Principal advised to issue hall ticket to students and smoothly conduct all JNTUK examinations as per the timetable issued by JNTUK.
- 3) Conduct of Revision classes: Principal informed HoD's to plan revision classes and conduct study hours to students as End examinations are fast approaching.
- 4) Performance of Mid 1&2: Principal verified the performance of Mid 1 & 2 marks. He advised to identify the students who got less than 40 % of marks and provide question bank and instruct faculty member to conduct study hours.
- 5) NBA documentation: Principal reviewed the documentation for the NBA and advised all the HoD's to update all the files on every day without fail

6) Any other requirements: Principal enquired about the working of

various committees

Principal

PRINCIPAL

(DALINENPPAKSOMAIAH

MEN'S ENGINEERING COLLECTION

GUNTUR-17

CC to:

HoD, ECE	HoD, CSE	HoD, IT	HoD, S&H
Buciel	(F)	1	Ca stelly



Date: 15-10-2018

CAC Meeting Attendance

The following Heads of the Department & Professor/Associate Professor have attended the meeting at 2.30 PM on 15-10-2018 in the Principal chamber:

S.No.	Name	Designation	Signature
1)	Dr.J. AppaRas	by instiped	J- Aul
2)			3
3)			
4)	Drik Genthaus	prof. Head	Quelesy
5)	V. Jhansi Kakhmi	Ast. profesor, Hod	VM .
6)	Dr G. Rama Swamy	Professor, HOD	6
7)	Dur. A. Sri krishna chaitanya	Professer, 70D	askey
8)			
9)			
10)			* * * * * * * * * * * * * * * * * * *



Date: 13-08-2018

Ref no.: MLEW/A.Y.18-19/I Sem. /CAC/Aug-01

CIRCULAR

It is hereby informed that the undersigned will convene a **College Academic Committee (CAC) meeting** with all the Heads of the Departments

& Professor/ Associate Professors today, i.e., 13th August, 2018 at 2.30 PM without fail.

Agenda:

- 1) Previous semester result analysis
- 2) Mid exam result analysis
- 3) Syllabus coverage
- 4) NBA documentation
- 5) Any other requirements

Principal

(Dr. J.Apparao)

MALINENI LAKSHMAIAH

VOMEN'S ENGINEERING COLLECT

PULLADIGUHTA, GUNTUR-17

CC to:

HoD, ECE	HoD, CSE	HoD, IT	HoD, S&H
Bulery	(6)	W	askly



Date: 13-08-2018

Ref no.: MLEW/A.Y.18-19/I Sem. /CAC/Aug-01/MoM

Minutes of CAC meeting

The meeting of the CAC was held on 13th August, 2018 at 2.30 PM in the Principal chamber:

- 1) Previous semester result analysis: HoD's presented the result analysis of previous semester later Principal advised HoDs to improve the pass percentage further. The Performance of the students is discussed. It is resolved to arrange for remedial classes for the slow learners.
- 2) Mid exam result analysis: Principal verified the mid marks of current semester students and advised to identify the slow learners. Conduct special classes to slow learners to achieve better marks in mid and external examinations.
- 3) Syllabus Coverage: Principal verified the % of syllabus covered for all the subjects in all programs. He advised to take additional classes to complete the syllabus on time.
- 4) NBA documentation: Reviewed the documentation for the NBA and advised all the HoD's to be cautious in cross checking the data filled.

5) Any other requirements: Principal enquired about the working of anti-

ragging committee.

Principal

CC to:

(Dr. J. Apparao) ADIGUNTA GUNTUR-17

HoD, S&H HoD, CSE HoD. IT HoD. ECE Assech



Date: 13-08-2018

CAC Meeting Attendance

The following Heads of the Department & Professor/ Associate Professor have attended the meeting at 2.30 PM on 13-08-2018 in the Principal chamber:

S.No.	Name	Designation	Signature
1)	Dr. J. AppaReis	ph'a ciped	To Aud
2)			
3)		4	
4)	Dr-K. Genthami	Prof-Enead	Que cur.
5)	Dr G. Rama Swamy	Professor, HOD	8
6)	V. Thansi Kakshmi	Asst-professor, HOD	- VS
7)	Dr. A. sniknishna Chailangy	Profesor, HOD	CANCU
8)	V		
9)			
10)			



Date: 24-09-2018

Ref no.: MLEW/A.Y.18-19/I Sem. /CAC/Sep-01

CIRCULAR

It is hereby informed that the undersigned will convene a College Academic Committee (CAC) meeting with all the Heads of the Departments & Professor/ Associate Professors today, i.e., 24th September, 2018 at 2.30 PM without fail.

Agenda:

- 1) Timetables for Internal Lab exams
- 2) Verification of syllabus coverage
- 3) Preparation for final exams
- 4) NBA documentation
- 5) Any other requirements



Principal

(Dr. J.Apparao)

PRINCIPAL
MALINENI LAKSHMAIAH
WOMEN'S ENGINEERING COLLEG
PULLADIGUNTA, GUNTUR 17

CC to:

HoD, ECE	HoD, CSE	HoD, IT	HoD, S&H
Bully	6	AN	asklu



Date: 24-09-2018

Ref no.: MLEW/A.Y.18-19/I Sem. /CAC/Sep-01/MoM

Minutes of CAC meeting

The meeting of the CAC was held on 24th September, 2018 at 2.30 PM in the Principal chamber:

- 1) Timetables for Internal Lab exams: Principal advised to conduct internal lab exams to II, III & IV B. Tech students in this week.
- 2) Verification of Syllabus Coverage: Principal verified the % of syllabus covered by the entire faculty member in various departments.
- 3) Preparation for final exams: Principal advised to prepare study hour timetable and conduct study hours in the next week. He also advised to provide question bank and JNTUK question papers to all the students.
- 4) NBA documentation: Reviewed the documentation for the NBA and advised all the HoD's to update all the files with correct data. He advised to give instructions to all criterion coordinators to acknowledge the status to the HoDs.

5) Any other requirements: Principal enquired about the working of all committees and problems of students and staff members in the

departments.

Principal

(Dr. J. Apparao)

MALINENI LAKSHMAIAH WOMEN'S ENGINEERING COLLECT PULLADIGUNTA GUNTUR-17

CC to:

HoD, ECE HoD, CSE HoD, IT HoD, S&H



Date: 24-09-2018

CAC Meeting Attendance

The following Heads of the Department & Professor/Associate Professor have attended the meeting at 2.00 PM on 24-09-2018 in the Principal chamber:

S.No.	Name	Designation	Signature
1)	Dr. J. Appa Ros	principal	J- Ace
2)		V	
3)			* .
4)		*	
5)	Dr. K. Conthaui	prof- E. Head	Quel
6)	No.	Asst-professor, toD	
7)	Dr G. RamaSwamy	Professor, HOD	8
8)	Dur. A. Strikeishna chaitanga	Professor, GoD	Chrich
9)		v	W ₁
10)			



Date: 25-06-2018

Ref no.: MLEW/A.Y.18-19/I Sem. /CAC/June-01

CIRCULAR

It is hereby informed that the undersigned will convene a College Academic Committee (CAC) meeting with all the Heads of the Departments & Professor/ Associate Professors today, i.e., 25th June, 2018 at 2.00 PM without fail.

Agenda:

- 1. Checking the feedback from the students for teaching staff.
- 2. Progress of Labs
- 3. Checking of Course files & Lesson Plan
- 4. NBA documentation

5. Any other requirements

PULLADIGUNTA CO CO CONTRACTOR CO CO CONTUR-17. CONT

Principal

(Dr. J.Apparao)

MALINENI LAKSHMAIAH NOMEN'S ENGINEERING COLLEC PULLADIGUNTA, GUNTUR 17

CC to:

HoD, ECE	HoD, ÇŞE	HoD, IT	HoD, S&H
Quer		A	Carolin



Date: 25-06-2018

Ref no.: MLEW/A.Y.18-19/I Sem. /CAC/June-01/MoM

Minutes of the CAC meeting

The meeting of the CAC was held on 25th June, 2018 at 2.00 PM in the Principal chamber:

- 1. Checking the feedback from the students for teaching staff: Principal verified the students feedback on all the faculty and suggested few faculty members to improve their performance.
- 2. Feedback of Lab: Principal verified the feedback on labs and discussed the problems of students.
- 3. Checking of Course files &Lesson Plan: Randomly principal verified the course file and lesson plan and advised to follow NBA formats and suggested for proper mapping of COs & POs.
- **4. NBA documentation:** Principal suggested to increase the CO attainment level in individual courses by respective faculty.
- 5. Any other requirements: Principal suggested to informing to students about college opening.

Principal

(Dr. J. Apparao) HMAIAH OMEN'S ENGINEERING COLLE

CC to:

HoD, ECE HoD, CSE HoD, IT HoD, S&H



Date: 25-06-2018

CAC Meeting Attendance

The following Heads of the Department & Professor/ Associate Professor have attended the meeting at 2.00 PM on 25-06-2018 in the Principal chamber:

S.No.	Name	Designation	Signature
1)	Dr J. Appe Row	principal	7 Am
2)			
3)	Dr. K. Gonthau.	professor Head	Bulley.
4)	Dr G. Rama Swamy	Professor, HOD	6
5)	Dor. A. Szi krishna Chaitanga	Professor, 700	assely
6)	V. Thansi Lakshmi	Asst-professor, Hop	AN
7)			
8)	K		
9)			
10)			



Date: 13-08-2018

Ref no.: MLEW/A.Y.18-19/I Sem. /CAC/Aug-01

CIRCULAR

It is hereby informed that the undersigned will convene a **College Academic Committee (CAC) meeting** with all the Heads of the Departments

& Professor/ Associate Professors today, i.e., 13th August, 2018 at 2.30 PM without fail.

Agenda:

- 1) Previous semester result analysis
- 2) Mid exam result analysis
- 3) Syllabus coverage
- 4) NBA documentation
- 5) Any other requirements

PULLADIGUNTA PULLADIGUNTA GUNTUR-17. CO

Principal

(Dr. J.Apparao)

WALINENI LAKSHMAIAH WOMEN'S ENGINEERING COLLEC

CC to:

HoD, ECE	HoD CSE	HoD, IT	HoD, S&H
Queles	(&)	1/1	ast un
	*		



Date: 13-08-2018

Ref no.: MLEW/A.Y.18-19/I Sem. /CAC/Aug-01/MoM

Minutes of CAC meeting

The meeting of the CAC was held on 13th August, 2018 at 2.30 PM in the Principal chamber:

- 1) **Previous semester result analysis:** HoD's presented the result analysis of previous semester later Principal advised HoDs to improve the pass percentage further. The Performance of the students is discussed. It is resolved to arrange for remedial classes for the slow learners.
- 2) Mid exam result analysis: Principal verified the mid marks of current semester students and advised to identify the slow learners. Conduct special classes to slow learners to achieve better marks in mid and external examinations.
- 3) Syllabus Coverage: Principal verified the % of syllabus covered for all the subjects in all programs. He advised to take additional classes to complete the syllabus on time.
- 4) NBA documentation: Reviewed the documentation for the NBA and advised all the HoD's to be cautious in cross checking the data filled.

5) Any other requirements: Principal enquired about the working of anti-ragging committee.

Principal

CC to:

(Dr. JrApparao)

MALINENI LAKSHMAIAH

WOMEN'S ENGINEERING COLLEC

PULLADIGUNTA, GUNTUR-17

HoD, ECE HoD, CSE HoD, IT HoD, S&H



Date: 13-08-2018

CAC Meeting Attendance

The following Heads of the Department & Professor/Associate Professor have attended the meeting at 2.30 PM on 13-08-2018 in the Principal chamber:

S.No.	Name	Designation	Signature
D 11 (0)	1 (42.22		0
1)	Dr. J. Aunl	ph'a cipal	To Aud
2)		V	
3)			
4)	Dr. K. Gonthow	Drof & Head	Quilit
5)	V. Thansi kakuhmi	Aust. professor, + toD	AN
6)	Dur. A. Ssiksishna Chailanga	Professor, HOD	arcy
7)	Dr Gr. RamaSwamy	Professor, HOD	(es
8)			
9)			
10)		,	



Date: 07-05-2018

Ref no.: MLEW/A.Y.18-19/I Sem. /CAC/May-01

CIRCULAR

It is hereby informed that the undersigned will convene a College Academic Committee (CAC) meeting with all the Heads of the Departments & Professor/ Associate Professors today, i.e., 7th May, 2018 at 2.30 PM without fail.

Agenda:

- 1) Workload Calculation
- 2) Staff requirement
- 3) Additional Equipments required
- 4) Library books requirements
- 5) NBA documentation
- 6) Departmental academic calendar for upcoming semester.
- 7) Any other requirements

TO THE WENT WENT THE WATER THE WATER THE WATER THE WATER THE WENT THE WATER THE WATER

-

Principal

(Dr. J.Apparao)

MALINENI LAKSHMAIAH WOMEN'S ENGINEERING COLLEG BULLADIGUNTA GUNTHIS IF

CC to:

HoD, ECE	HoD, CSE	HoD, IT	HoD, S&H
Kenner	8	44	CASRUM



Date: 07-05-2018

Ref no.: MLEW/A.Y.18-19/I Sem. /CAC/May-01/MoM

Minutes of CAC meeting

The meeting of the CAC was held on 07th May, 2018 at 2.30 PM in the Principal chamber:

- 1) Workload Calculation: Principal verified the workload details presented by all the HoDs.
- 2) **Staff requirement:** Principal assured sufficient faculty members will be recruited as per the departmental requirements.
- 3) Additional Equipments required: According to the HoD information additional equipments are not necessary and Principal advised to proposal if required.
- 4) Library books requirements: Principal advised to syllabus and provide requirement of books for B.Tech students.
- 5) NBA documentation: Management has decided to apply for NBA in this regard all the HoD's are instructed to maintain documentation as per NBA.
- 6) Departmental academic calendar for upcoming semester: Principal advised HoDs to prepare Department academic calendar referring JNTUK calendar with tentative dates of Guest Lectures, Industrial visits, FDPs, Sports events etc.,

7) Any other requirements: Principal advised HoDs to give proposals for stationary for the upcoming semester.

rincipal

(Dr. J. Apparao)

WOMEN'S ENGINEERING COLLEGE PULLADIGUNTA, GUNTUR-17



Date: 07-05-2018

CAC Meeting Attendance

The following Heads of the Department & Professor/Associate Professor have attended the meeting at 2.30 PM on 07-05-2018 in the Principal chamber:

S.No.	Name	Designation	Signature
1)	Dr. T. Ama Ros	principal	A And
2)			
3)			
4)	Dr-K. Gonthaui	prof-& Head	Bully
5)	V. Thansi Lakshmi	Asst-professor, Hop	
6)	Du. A. Srikrishna Chailanya	Professiv, HOD	arch
7)	Dr Gi-RamaSwamy	Professor, HOD	6
8)			1
9)			* * * * * * * * * * * * * * * * * * *
10)			



Date: 04-06-2018

Ref no.: MLEW/A.Y.18-19/I Sem. /CAC/July-01

CIRCULAR

It is hereby informed that the undersigned will convene a College Academic Committee (CAC) meeting with all the Heads of the Departments & Professor/ Associate Professors today, i.e., 4th June, 2020 at 2.30 PM without fail.

Agenda:

- 1. Verification of Subject allocation
- 2. Timetable verification
- 3. Checking of Course files & Lesson Plan
- 4. NBA documentation

5. Any other requirements

Principal

(Dr. J.Apparae

(Dr. J.Apparao)

PRINCIPAL

MALINENI LAKSHMAIAH

WOMEN'S ENGINEERING COLLECT

CC to:

HoD, ECE	HoD CSE	HoD, IT	HoD, S&H
Perchy		Y	CANOLLA



Date: 04-06-2018

Ref no.: MLEW/A.Y.18-19/I Sem. /CAC/June-01/MoM

Minutes of CAC meeting

The meeting of the CAC was held on 4th June, 2018 at 2.30 PM in the Principal chamber:

- 1. Verification of Subject allocation: Principal verified the workload allotted to all individual faculty members in various departments.
- 2. Timetable verification: Principal verified and approved the timetables prepared by various departments.
- 3. Checking of Course files &Lesson Plan: Principal randomly verified one course file and lesson plan and advised to follow NBA formats and suggested for proper mapping of COs & POs.
- **4. NBA documentation:** Principal suggested doing the proper documentation for every event held in the department.
- 5. Any other requirements: Principal suggested informing to students about the commencement of class work for the upcoming semester.

CC to:

(Dr. J.Apparao) MALINENI LAKSHMAIAH VOMEN'S ENGINEERING COLLE PULLADIGUNTA, GUNTUR-17

C 10.

HoD, ECE	HoD, ÇŞE	HoD, IT	HoD, S&H
Rulial	(D)	1/2	assely



Date: 04-06-2018

CAC Meeting Attendance

The following Heads of the Department & Professor/Associate Professor have attended the meeting at 2.30 PM on 04-06-2018 in the Principal chamber:

S.No.	Name	Designation	Signature
1)			
1)	Dr. J. Appa Roso	phincipal	Aud
2)			G.
3)			
4)			Buler
	DN. K. (gonthami	prof. & Head	Com 1
5)	Dr Gi Rama Swamy	Professor, HOD	6
6)	V. Thansi hakuhmi	Asst-professor, Hop	11
7)	Dr. A. srikrishna chaitanya	Professor, 70D	askely
8)			
9)			r
10)			