

Minutes of the Meeting

Meeting of the Heads of the Department held on 05.11.2021 at 04.30 p.m. at New e-Committee Room, Main Building UCE (A), OU.

- Prof. Sriram Venkatesh has taken over charge as the Principal, UCE (A), OU on 02.11.2021 from Prof. M. Kumar. He welcomed all the Heads and started the meeting with the following Agenda items.
- The Principal has informed that the National Accreditation Board (NBA) Peer Team is visiting the Department of CSE (1), ECE (1) and EEE (3) from 26th, 27th & 28th November, 2021. The Principal has informed the concerned HOD's to complete all the documentation work with regard to the NBA. The Expert Committee has finalized a Mock Drill on 12th November, 2021. He also informed that 28th November Sunday will be a working day for the college, and will be compensated on any other day.
- Principal has asked the HoD's to instruct the faculty members to get the cleaning / beautification of the Departments for NBA visit and also get the sanitation work done in the Departments / Hostels & Messes, etc.
- Principal has directed all the HoD's to collect the evidence of documents regarding Publications, Conference Papers etc from the faculty members so as to present to the NBA Team.
- Principal has directed the concerned for uploading the last two Governing Body Meetings, Academic Council Meetings, HoD's Meeting & Faculty Meetings on the College website. He has also directed to upload all the data regarding Placements / Photos of Academic Award Function, 2021 and the latest syllabus of BE / ME and Hand Book on the college website.
- The Principal has directed the Time-Table Co-ordinators to coordinate with HOD's and Faculty members for finalizing the Time Table for BE & ME class work, at the earliest.
- Principal has informed the HoD's to check and see if any repair work is required such as Electrical Wires, Fire Extinguisher, First Aid Boxes, Suggestion Box, Fans & Lights at Class Rooms, Departments, Hostels etc before the NBA team visit.
- Principal has instructed the Special Officer, Infrastructure for arranging the labour to White marking the Roads, cutting the Branches, Coloring of Tree Stems, etc for the NBA Team visit, as part of beautification of the College Campus.




PRINCIPAL