

**Minutes of the meeting for online FDP on**  
**“ACADEMIC QUALITY ASSURANCE THROUGH OUTCOME BASED**  
**EDUCATION”**

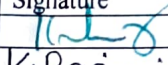
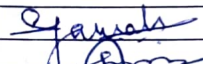

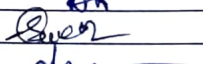



**Date:** 24-06-20

**Time:** 2:00 – 4:00 PM

**Venue:** ECAD & VLSI Lab, ECE Dept., GNITS.

- The Principal welcomed all the members of FDP committee.
- **Agenda:** Plan of action for Conduction of 10days online FDP on “Academic Quality Assurance Through Outcome Based Education”
  1. Review of Previous meeting minutes/Resolutions.
  2. Discussion about the purpose of this FDP
  3. Date and Venue for this FDP.
  4. Details of Resource Persons.
  5. Allotment of duties to all department FDP coordinators.

• **Members Present**

S.No.	Name	Dept	Designation	Signature
1.	Dr.K.Ramesh Reddy	-	Principal	
2..	Dr.K.Ragini	ECE	Professor	K. Ragini
3.	Dr.M.Madhavilatha	H&M	Sr.Asst.Professor	
4.	Dr.K.Syamala Devi	BS	Asst.Professor	
5.	Mrs.T. Aparna	IT	Asst.Professor	
6.	Mrs.P. Lavanya	ECE	Asst.Professor	
7.	Mrs.K.V. Dhana Lakshmi	EEE	Asst.Professor	
8.	Mrs.D.NagaSwetha	CSE	Asst.Professor	
9.	Mr.A.ChandraSekhar	ETE	Asst.Professor	

• **Resolutions**

Agenda Point	Resolutions	Responsible person	Target Date	Remarks
1. Review of Previous Meeting minutes/ Resolutions	Dr. K. Ragini, thanked all the FDP committee members for their cooperation and extended support in successful completion of previous FDP.	-	-	-
2. Discussion about the purpose of this FDP	The purpose of this FDP is to get awareness on OBE, Digital Technologies and to get the Essence of Effective Teaching	All Committee Members		
3. Date and Venue for this FDP	8 <sup>th</sup> to 18 <sup>th</sup> July 2020, 10:00 A.M to 4:00 P.M Online (Microsoft Teams)	All Committee Members		

4. Details of Resource Persons	Dr. K. Eswaremoorthy IITDMK, Prof. T. Ramesh NITW, Prof. N.V.S.N. Sarma IIT, Dr. S K Das Mandal IITKGP, Prof. I. Ajit Kumar Reddy NITW, Prof. DVLNSomayajulu IITDMK, Dr. S Ravichandra NITW, Sanjay Kumar Panda NITW, Prof. RBV Subramanyam NITW	Dr. K. Ragini	-	-
5. Allotment of duties to all department FDP coordinators	Budget committee should get approval from principal for budget Proposal and list the expenditure details	Dr. K. Ragini	26-06-20	-
	Invitation committee should prepare FDP broucher, banner and send the invitation to various colleges through mails and postal addresses	Dr.K.Syamala Devi	29-06-20	
	Registration Committee should be ready with the necessary documents required for registrations	Dr.M.MadhaviL atha	07-07-20	-
	Anchoring committee should be ready with online link of program scheduled in Microsoft Teams, Speaker Introduction and Vote of Thanks	Mrs.T. Aparna Mrs.K.V. Dhana Lakshmi	06-07-20	-
	Attendance and feedback committee should be ready with attendance details and feedback forms	Mr.A.ChandraS ekhar	07-07-20	-
	Certificates committee should be ready with certificates copies with required signatures	Mrs.D.NagaSwe tha Mrs.P. Lavanya	18-07-20	
	Final Report Writing	Dr. K. Ragini	20-07-20	-

K. Ragini

C o-ordinator  
Dr.K.Ragini



Principal, GNITS  
Dr.K.Ramesh Reddy 24/6/20

**PRINCIPAL**  
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