CHAITANYA BHARATHI INSTITUTE OF TECHNOLOGY (A), HYDERABAD

DEPARTMENT OF MECHANICAL ENGINEERING

DEPARTMENT ADVISORY BOARD (DAB)

08/09/2022

Objective:

To ensure that the Vision and Mission of the Department are achieved by acting as a catalyst in improving the quality of the programs offered.

This is a core committee of the department constituted to help the decision-making process of the matters pertaining to the department in Academic, Infrastructural facilities, student support systems, short and long term goals.

Composition:

S. No.		Name of the Members /Category	Designation
1.	Dr P.Ravinder Reddy	Principal	Chairman
2.	Dr.P.V.R.Ravindra Reddy	Head of the Department	Convener
3.	Dr.G.Chandra Mohan Reddy	Two Senior Faculty	Members
4.	Dr.N.V.Srinivasulu		
5.	Mr.D.Ravi	NBA Coordinators UG and PG	Members
6.	Mr. A.Chandrakanth		
7.	Dr. N.janardhan		
8.	1. Mr.B.Manish (2012 passed out) 2. Mr.Vijayender (2012 passed out)	Two Alumni	Members
9.	1. Dr A.Ratna Kumar, Associate Professor, Mechanical Engineering Department, IIT, Madras 2. Dr Vamsi Krishna, Professor, Mechanical Engineering Department, NIT, Warangal.	Two Expert members from IITs/ NITs/ IIITs	Members
10.	Mr.Navaneeth Kumar, Executive director, Hexagon capability centre, India	Employer	Member
11.	Mr.Venkatesh Yarramalla, CEO, Confluence Center for Sustainable Development and Business excellance	Industry Expert	Member

Note: Any of the Directors and Joint Directors may be called to the meeting as special invitee whenever required.

Tenure: Three years (From AY 2022-23 to AY 2024-25)

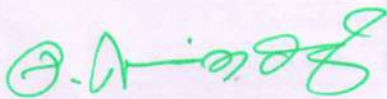**Meeting Frequency:** Twice in an Academic Year

Quorum: 60%

Roles and responsibilities:

The roles and responsibilities of the DAB are as follows:

1. To suggest on the Academic Infrastructure, Budget and ICT facilities
2. To suggest improvements in academic plans and recommend standard practices/systems for attainment of PEOs
3. To encourage Industry-Institute interactions to bridge the gaps
4. To suggest quality improvement initiatives to enhance employability
5. To monitor and advise on current and future issues related to the programme
6. To Define, Review and Redefine PEOs and PSOs to identify and suggest thrust areas to conduct various activities (final year projects, training courses and additional experiments) to meet PEOs
7. To ensure the quality in teaching learning process through Faculty Development Programs
8. To identify latest domains to organise FDPs
9. To review survey reports, analyse feedbacks and suggest an action plan
10. To review reports submitted by PAQIC and monitor the progress of the program

Deliverables: To submit a report to IQAC on the effectiveness of the implementation of the Program

Principal
CBIT

Department of Mechanical Engineering
Department Committees

The Department of Mechanical Engineering, CBIT, constituted the following for its smooth and effective functioning and establishing a sustainable academic and innovative ecosystem. The committees will be inforce from academic year 2019-20 to 2021-22

1. Department Advisory Committee (DAC):

This is an apex body of the department which strategizes and steers all its activities leading to its overall and holistic growth through the principles of Outcome Based Approach (OBE). It consists of the following senior most professors of the department, who have the wide experience,expertise and exposure in academics and research perspective.

- Dr. P. Ravinder Reddy
- Dr.G..Chandra Mohan Reddy
- Dr. P.V.R.Ravindra Reddy
- Head of the Department (Dr.MVS Muralikrihsna at present) - Coordinator

1.1. Functions:

This is a core committee of the department constituted to help the decision making process of the matters pertaining to department with respect to:

- Academics: Curriculum, Pedagogy and Assessment
- Infrastructure
- Facilities
- Student Support Systems
- Short and long range goals including Vision, Mission, Quality policy and PEOs.
- Based on the inputs received from PAC
- Revision/Refining of the statements: Vision, Missionand Quality policy and PEOsif necessary.
- Evaluation / monitoring of COs, PSOs, PEOs, CO-PO/PSO mapping, attainments, closing loops, rubrics etc., formulated / documented by PAC,
- Faculty Development Programs.
- Department / Program budgets
- Best / innovative practices
- Any other responsibility identified and deemed to be fit during the course of time

1.2.Aspects to be Reviewed/ considered:

Committee takes Decisions on the issues pertaining to:

- Curricular gaps (pre-requisite gaps, course gaps, program gaps) and action plans
- Reviews and corrective actions for CO/PO attainments,
- Approval of PSO statements
- Review of student feedback
- Revisions of curriculum from time to time

1.3. Committee Recommendations to IQAC on the issues pertain to:

- Student achievements
- Strengths and weaknesses of the program/ department
- Modifications in PEOs/Vision/Mission statement
- Review of survey reports of internal/external stakeholders and corrective measures
- Infra-structure and Lab facilities
- Budget proposals.
- Research proposals, faculty requirements.
- Faculty Development Programs (FDP)

1.4. Minutes Sent to

Internal Quality Assurance Cell (IQAC) of the Institution

1.5. Meeting Frequency

Twice in Academic year

1.6. This apex body of the department (Department Advisory Committee - DAC) guides and monitors the following three broad and parallel committees through which it strives to makes it objectives feasible and reality

- Counselling
- Curriculum
- Informatics

2. Counselling

Professor Incharge: Dr.N.V.Srinivasulu

2.1. Modalities:

- 3 faculty mentors for each section of the program. Each taking care of 1/3rd of the class
- Only regular faculty of the department are involved.

- Faculty mentor will be with same students for all the four years of student stay on the camps
- Faculty mentors are introduced to the parents / guardians during the first year itself and they will be in contact with parents/guardians and the students during the four years and also after words.
- Faculty mentors are the mentors for students training and internship also.
- Faculty mentors may talk to the parents individually or by on line meetings at their convenient time.
- Professor in-charge maintains the coordination with the faculty coordinators, informatics committee, CDE, Academic director and any other concerned or relevant.

2.2.Purpose:

- As the faculty mentors develop the rapport with the students and parents, the student discipline n campus will become a culture rather than enforcement.
- Faculty mentors may suggest parents appropriately,who can take part in the discussions regarding curriculum, and any other relevant issues which may be conducted and discussed on line/ offline as appropriate and suitable for all.
- Some of the parents may be employees or owners of the industries, developing the rapport with them may help in MoUs, student internships, participation in curricular development, industry institute interactions etc.
- As same students are there with a faculty for four years, the relation will be continued further, So the data regarding their higher studies, career achievements will be known to us which will become the evidences in case of any visits of statutory and regulatory bodies. Alumnimember can also be invited to the activities related to curriculum development, guest lectures, mentoring, laboratory facilities, innovative practices etc..
- MED family includes the students, alumni, parents,related industry personnel, faculty members, supporting staff members which is being supported and guided by honourable Management.
- Any other responsibility identified and deemed to be fit during the course of time

2.3.Minutes Sent to

Department Advisory Committee (DAC)

2.4.Meeting Frequency

Twice in Academic semester

- Smt. Ch.Indira Priyadarshini

M.E (CAD /CAM)
- Dr.S.Soloman Raj: Coordinator
- Dr.P.Ramalaxmi

3.3.1. Functions:

- Formulating , reviewing and revising the PEOs, PSOs, when necessary
- Coordinating designing the Scheme and Curriculum of the programme, formulating COs of the courses with Course Expert Groups (CEG).
- Supplying the required and necessary data or sources of data regarding the programme to the informatics committee and coordinating with the committee to transform it into the necessary information.
- Conducting the meetings with stake holders in the process of design and development of curriculum and its execution.
- Establishing CO-PO/PSO mapping, attainments, closing loops, relevant rubrics etc
- Analyse the gaps between CO and PO attainments and suggest for the necessary actions.
- To design appropriate forms to collect the data pertaining to all aspects of the programme (faculty updates, students updates, assessments, feedbacks, scheme, curriculum, pedagogy, committees, accreditations, rankings, placements etc.), distribute them to the informatics for necessary action. Further, after obtaining the data, it compiles and analyses the date as per the requirement and disseminate the same to the concerned team or committee
- Act on the inputs from the counselling committee.
- Maintain all the records related to the programme.
- Any other responsibility identified and deemed to be fit during the course of time

3.3.2. Minutes Sent to

Department Advisory Committee (DAC)

3.3.3. Meeting Frequency

Twice in Academic semester

3.4. Course Expert Groups (CEG)
Thermal Engineering:
- Dr.V.V.SeshagiriRao- Coordinator
- Mrs Y.Nagini
- Dr.S.Narasimha Kumar
- Dr.N.Janardhan

Production and Industrial Engineering:

- Mr. B.Suryanarayana- Coordinator
- Dr.B.V.S.Rao
- Mrs.V.Sandhya
- Mr. V.Jaipal Reddy

Design Engineering:

- Mr.P.R.K . Prasad –Coordinator
- Mr.P.Kiran Kumar
- Mrs P.Anjani Devi
- Mr K.Gurubrahmam

3.4.1. Functions:

- Designing the Syllabus and COs of the courses assigned by PAC with the predefined methodology developed.
- The committee will involve all the teachers who taught the course earlier, during its designing.
- Analyse the attainment gapsand action plans for the courses for which they are responsible, in coordination with the concerned PAC
- Any other responsibility identified and deemed to be fit during the course of time

3.4.2. Minutes Sent to

Department Advisory Committee (DAC)

3.4.3. Meeting Frequency

Twice in Academic semester

4.   Informatics Committee

Professor Incharge: Dr.G.Laxmaiah

Memberes:
- Dr. L.Suresh Kumar–Coordinator
- Mr. N.VenkateswaraRao
- Mrs. N.Jyothirmayi
- Ms. Ch. VenkataSushma
- Mr. T. N. Aditya
- Mr. A. Chandrakanth
- Dr. Manowar Hussain

- Dr. Rahul
- Mr. P. Surendar Reddy
- Smt. IpsitaMohanty
- Mr. NarasimhaKulkarni
- Smt. D.S. Madhuri
- Smt. KNV. Sreedevi
- Mr. K. YasodaSriram
- Mr. Ch. Sharath Reddy

4.1. Functions:

- To collect and maintain the prescribed / standard formats of all regulatory, statutory, accreditation and ranking bodies
- To coordinate and communicate with the respective teams/committees from time to time
- To attend meetings with the concerned teams / committees and act upon as decided in the meetings
- To collect the predesigned forms from PAC or any other committee/ group, distribute them to the concerned, get the data, document it, and submit back to the PAC or any other concerned as appropriate
- Convert the data into required information as per the prescribed formats or procedures
- Data/ Source of the data is supplied by the Counselling committee, PAC and any other relevant
- Documenting and Maintaining all the minutes/records/files allotted to them (Common records) which play a crucial role to be presented as evidences before the regulatory oraccreditation teams
- Coordinating with the joint director (informatics) to explore and implement the efficient data storage and retrieval mechanisms from time to time.

4.2. Minutes Sent to

Department Advisory Committee (DAC)

4.3. Meeting Frequency

Twice in Academic semester

Head, MED ~~Nirochikoushu~~

22/07/2019

Department of Mechanical Engineering
Department Committees / Groups

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- Dr. M.V.S.Murali Krishna
- Dr.P.V.R.Ravindra Reddy
- Dr.P.Prabhakar Reddy

1.1. Functions:

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1.4. Minutes Sent to

Internal Quality Assurance Cell (IQAC) of the Institution

1.5. Meeting Frequency

Twice in Academic year

2. Programme Assessment Committees (PAC):

B.E :Mechanical Engineering and Production Engineering:

- Dr.N.V.Srinivasulu: Coordinator
- Dr.T.Ratna Reddy
- Dr.R.P.Chaudary
- Mr.D.Ravi

M.E (Thermal Engineering):

- Dr.K.Kishor   : Coordinator
- Smt. Ch.Indira Priyadarshini

M.E (CAD /CAM)
- Dr.S.Soloman Raj: Coordinator
- Dr.P.Ramalaxmi

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Twice in Academic Year

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3.4.3. Meeting Frequency

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