



Balaji Institute of Technology & Science

Estd.: 2001

Laknepally, NARSAMPET, Warangal - 506331

(Affiliated to JNTUH, Hyderabad and Approved by the AICTE, New Delhi)

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Date: 15-04-2017

Ref no: BITS/FB/C3/2017

CIRCULAR

This is to here by inform that the meeting regarding Feedback for all HODs is convened on 20-04-2017 at 11.30 AM in the Committee Hall. In view of that, all the members are requested to attend the meeting.

AGENDA OF THE MEETING

Discussion about the feedback taken from the stakeholders and to analyse the action to be taken.

PRINCIPAL

Principal

Balaji Institute of Technology & Science
Laknepally, Mdi: Narsampet,
Dist. Warangal - 506 331

Copy to:

All the committee members.

S. No.	Name	Designation	Position
1	Dr. V.S. Hariharan	Principal	Chairman -
2	Dr. R. Murugan	Professor	Coordinator
3	Mr. M. Venkat Reddy	Associate Professor	Member
4	Dr. N. Venu	Associate Professor	Member
5	Dr. S. Manikandan	Associate Professor	Member
6	Mr. Md. Fazi Ahmed Parvez	Assistant Professor	Member
7	Dr. V. Sudhakar Rao	Associate Professor	Member

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Date: 20-04-2017

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MINUTES OF MEETING:

Discussion about the Feedback was held on 20-04-2017 at 11.30 AM in the Committee Hall, Balaji Institute of Technology and Science, Narsampet, Warangal to discuss the following points.

The following members were present in the meeting.

S. No.	Name	Designation	Position
1	Dr. V.S.Hariharan	Principal	Chairman - <i>UH</i>
2	Dr. R. Murugan	Professor	Coordinator <i>UH</i>
3	Mr. M.Venkat Reddy	Associate Professor	Member <i>UH</i>
4	Dr. N.Venu	Associate Professor	Member <i>UH</i>
5	Dr. S.Manikandan	Associate Professor	Member <i>S.M.A</i>
6	Mr. Md.Fazi Ahmed Parvez	Assistant Professor	Member <i>UH</i>
7	Dr. V. Sudhakar Rao	Associate Professor	Member <i>UH</i>

The meeting started with the welcome speech by Dr.V.S.Hariharan, Principal, BITS.

By analysing the feedback data from students and faculty, principal has discussed the following points.

FACULTY

1. Faculty with highest feedback based on students academic results during the year 2015-16 are

- Mr. S. Phaneendra, Dept.of ME,
- Ms. S.Priyanka, Dept.of ME,
- Mr. G. Anil Kumar, Dept. of CSE,

- Mrs. B. Sridevi, Dept.of CSE,
- Dr. S.Manikandan, Dept.of EEE,
- Mr. R. Ranadheer Reddy, Dept.of EEE,
- Mr. P. Kiran Kumar, Dept.of ECE,
- Ms. Md.Rubeena, Dept.of ECE.
- Mr. C. Manoj Kumar, Dept.of CIVIL,
- Mr. B. Vivek, Dept.of CIVIL.

2. Faculty with lowest feedback based on students academic results during the year 2015-16 are

- Ms.M.Bhavani, Dept.of ME,
- Mr. K. Shashi Kanth, Dept.of ME,
- Mr. K.Pradeep, Dept.of ECE,
- Ms. N. Swathi, Dept.of ECE,
- Mrs. P.Shilpa Gayatri, Dept.of EEE,
- Ms. K. Priyanka, Dept.of EEE,
- Mr. N. Devender, Dept.of CSE,
- Mrs.T. Swapna, Dept.of CSE,
- Mr. Ruban Narallo, Dept.of CIVIL,
- Mr.D.Dinakar, Dept.of CIVIL.

3. A workshop was planned to organize by the ECE Department for II year students on “PCB”.

4. A workshop was planned by the CSE Department for III year students on “IOT”.

ACTION TAKEN

1. Principal rewarded appreciation certificate and given the salary increment to the highest feedback faculty for their dedicated class work in explaining the content clearly which can be easily understandable by students.

2. Proper counselling was taken to the lowest feedback faculty and conducted FDP programs to them to improve their teaching methodology.

3. A workshop was organized by the ECE Department for II year students on “PCB”.

4. A workshop was organised by the CSE Department for III year students on “IOT”.

STUDENTS

1. Students are interested for the departmental library of corporate standards which will be one of the highlights of the department.

2. They requested about the campus play ground to play Football, Volleyball, Tennis, Kabaddi and Basketball. And also features like well equipped gym and various indoor activities like table tennis, carom, chess etc.

ACTION TAKEN

1. Principal accepted to provide a departmental library for each department with textbooks, reference books, journals, magazines etc.
2. Along with the academic performance, students should have recreation to refresh up their minds so he decided to grant the request of students for compass play ground.

PARENTS

1. Parents suggested supporting for extra-curricular activities.
2. They also requested to give information on weekly performance of their child in academics, college regularity and exam results.

ACTION TAKEN

1. Principal discussed to formulate various clubs through student welfare department.
2. Principal insisted the HODs to make councillors work efficiently to improve the student's performance day to day and inform to their parents.

ALUMNI

1. Grooming with respect to personality and confidence is needed.
2. Students need to concentrate on gaining technical knowledge.

ACTION TAKEN

1. Principal discussed with HOD's to conduct training and placement classes.
2. Principal suggested everyone to register in NPTEL which will be useful in gaining technical knowledge.

EMPLOYERS

1. Need to include skill development programs to bridge the gap between industry and academics.
2. The students need to have a practical exposure on some of the key areas of their respective streams.

ACTION TAKEN

1. Skill Improvement Programs are planned and conducted on latest industry relevant areas
2. Students were send to Field trips and Industrial Visits to have the required practical exposure and encouraged to attend for internships in reputed industries.

The meeting concluded with a vote of thanks by Dr.V.S.Hariharan, Principal, BITS.



PRINCIPAL

Principal

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