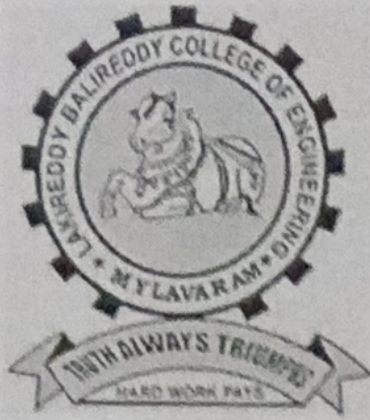




LAKIREDDY BALI REDDY COLLEGE OF ENGINEERING

(AUTONOMOUS)

Accredited by NAAC with "A" Grade & NBA for ME, ASE, CE, CSE, ECE, EEE & IT (Under Tier - I)

An ISO 21001:2018, 14001:2015, 50001:2018 Certified Institution

Approved by AICTE, New Delhi and Permanently Affiliated to JNTUK, Kakinada

L.B. Reddy Nagar, Mylavaram, NTR Dist., Andhra Pradesh-521 230.

Phone: 08659-222933, Fax: 08659-222931

FRESHMAN ENGINEERING DEPARTMENT

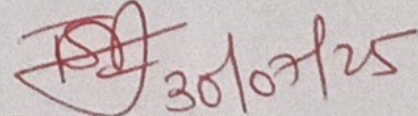
Dt.:30th July 2025

CIRCULAR

All the Faculty Members are hereby informed to attend the **Faculty Meeting** to be held on **31-07-2025 (Thursday), 2: 30 PM** in the **Interactive Communication Skills Lab (5F15)** to discuss the following agenda points.

Agenda Points:

1. Induction/Orientation Program
2. Bridge Course Details.
3. Semester Readiness
4. R&D Activities.
5. Any other point.


Head of the Department
(Dr. T. Satyanarayana)



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FRESHMAN ENGINEERING DEPARTMENT

Minutes of Meeting

Date: 31st July 2025

A Faculty Meeting was held by the Head of the Department on **31st July, 2025 at 2:30 pm** to discuss the agenda points circulated on 30th July 2025 all the teaching staff.

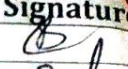
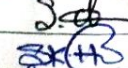
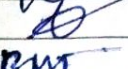
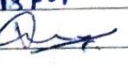
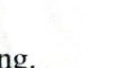
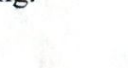
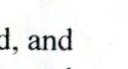
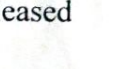
Agenda Points:

1. Induction/Orientation Program
2. Bridge Course details
3. Semester Readiness
4. R&D activities.
5. Any other point

Venue: ICS Lab (05F15)

Faculty List:

S.No.	Name of the Faculty	Designation	Signature
1.	Dr. T. Satyanarayana	Professor of Physics & HoD	
2.	Dr. A. Rami Reddy	Professor of Mathematics	
3.	Dr. Sujith Kumar Rath	Professor of English	
4.	Dr. V. Parvathi	Professor of Chemistry	
5.	Dr. Syed Yusub	Professor of Physics	
6.	Dr. R. Padma	Professor of English	
7.	Dr. K.R. Kavitha	Professor of Mathematics	
8.	Dr. K. Jhansi Rani	Assoc. Professor of Mathematics	
9.	Dr. Shaheda Niloufer	Assoc. Professor of Env. Science	
10.	Dr. K. Bhanu Lakshmi	Assoc. Professor of Mathematics	
11.	Dr. Lakshmi V R Babu Syamala	Assoc. Professor of Chemistry	
12.	Dr. P. Sobhanachalam	Assoc. Professor of Physics	
13.	Dr. Darla Mallikharjuna Rao	Assoc. Professor of Chemistry	
14.	Dr. Kandula Kumara Raja	Assoc. Professor of Physics	
15.	Dr. D. Vijay Kumar	Sr. Asst. Professor of Mathematics	
16.	Dr. N. Aruna	Sr. Asst. Professor of Physics	
17.	Dr. V. Bhagya Lakshmi	Sr. Asst. Professor of Env. Science	
18.	Mrs. G. Vijayalakshmi	Asst. Professor of Mathematics	
19.	Dr. T. Radha Rani	Sr. Asst. Professor of Mathematics	
20.	Dr. Yerramala Subbareddy	Sr. Asst. Professor of Chemistry	
21.	Mr. B. Srinivasa Reddy	Asst. Professor of English	
22.	Mr. S. Vijaya Dasaradha	Asst. Professor of Chemistry	
23.	Mrs. K. Sridevi	Asst. Professor of English	
24.	Mrs. K. N.V. Lakshmi	Asst. Professor of Mathematics	
25.	Mrs. P. Vijaya Sirisha	Asst. Professor of Physics	

S.No.	Name of the Faculty	Designation	Signature
26.	Mrs. K. Samaikya	Asst. Professor of English	
27.	Mrs. Dronadula Chaithanya	Asst. Professor of English	
28.	Mrs. Shaik Haseena Begum	Asst. Professor of Mathematics	
29.	Mr. Konduru Raju	Asst. Professor of English	
30.	Mrs. Kota Sri Lakshmi	Asst. Professor of Chemistry	
31.	Mr. Bavirisetti Tandava Krishna	Asst. Professor of Mathematics	
32.	Mrs. Karnati Naga Lakshmi	Asst. Professor of Mathematics	
33.	Mrs. Pathan Kalma Begum	Asst. Professor of Mathematics	
34.	Mr. Dammiselli Ashok Kumar	Asst. Professor of English	
35.	Mr. B. Mohan Teja	Asst. Professor of English	
36.	Mr.V.V. Vamsi Krishna	Asst. Professor of English	

The following key points were discussed, and decisions were made during the meeting.

1. Induction/Orientation Program

- It was informed that the I B.Tech. 1st phase of counselling has been completed, and the final phase of counselling has begun. The allotment of students will be released after 8th August 2025.
- The 1st-year Orientation Program is scheduled to be held on 4th August 2025 at SRK Hall. Attendance is mandatory for all faculty members. A two-week Induction Program will be conducted from 4th August to 16th August 2025.
- For the Orientation Program followed by the Induction Program and Bridge Course classes, Dr. D. Vijay Kumar and Dr. T. Radha Rani were appointed as faculty in-charges.

2. Bridge Course details

- During the two-week Induction Program, morning sessions will be conducted by Principal, Vice Principal, Deans, HoDs, and club coordinators, along with two keynote speaker interactions with the 1st-year students. Afternoon sessions will consist of Bridge Course classes for first-year subjects.
- The Bridge Course classes are intended to facilitate and develop the foundational aspects of engineering.
- The regular semester syllabus will be taken up only after the commencement of regular classwork from 18th August 2025.

3. Semester Readiness

- All faculty members must prepare course handouts prior to the commencement of classwork.
- Content beyond the syllabus is mandatory and should be reflected in the handout.
- During lab sessions, the content beyond the syllabus should include new and innovative experiments not part of the prescribed syllabus.
- Question papers for mid-term exams and assignments should be of high quality.
- Faculty members are advised to provide questions covering the entire syllabus, avoiding selective "important questions."

- f) Senior faculty will be allotted for Mechanical, Civil and EEE especially for Mathematics, Physics and Chemistry courses.
- g) Pending minutes of Module Co-coordinator and Course Coordinator should be completed before the class work commencement.
- h) Students pass percentage and attainment should be checked by concerned Course Coordinator and it should be recorded in the ATR, if necessary.
- i) At the beginning of the semester, Cumulative Internal Examination (CIE) breakage and Semester End Examination (SEE) breakage should be explained in detail to create awareness among students among the evaluation pattern.
- j) As regular practice slow learners, irregular students should be identified and monitored by concerned faculty.
- k) Labs should be maintained and be equipped before the semester commences and lab equipment and software should be rechecked by lab-in charges.
- l) The HoD informed that Dr. Shobanachalam, Dr. Bhanu Lakshmi, Dr. Nilofer and Dr. Rajesh Babu have been deputed as members of the External and Internal Quantum Computing Committees at LBRCE.

4. R&D activities

- a) Dr. T. Satynayarana and Dr. Pichi reddy (Dean R&D) jointly submitted a project proposal on 10th July 2025 for establishing an Intellectual property Facilitation Center (IPFC) with an estimated cost of Rs. 1 Crore to MSME. Recognition of the IPFC will facilitate financial and technical assistance to students and faculty in filling patent, trademarks, etc.,
- b) The HoD informed tha faculty that Six project proposals have been submitted to ANRF under ARG Matrix each worth Rs. 5 lakhs, by Dr. Kumar Raja, Dr. Kavitha and Dr. Sobhanachalam, Dr. Subba Reddy. And additionally Dr. Kumar Raja and Dr. T. Satyanarayana jointly submitted a proposal to ANRF-ARF worth Rs. 40 lakhs.
- c) Dr. Rajesh Babu and Dr. Subba Reddy from the Division of Chemistry have been selected as members of the Central Committee on Green Hydrogen of our college.
- d) The Division of Chemistry were appreciated for successful conducting a 2-day workshop on "*Advancements in Chemistry and Hands on Training using Chemdraw, Math type and Origin for Scientific research*" on 16th and 17th of July 2025.
- e) Dr. Kavitha and Dr. Jhansi Rani were appreciated for initiating a 5-day FDP under Division of Mathematics division on "*Contemporary Topics in Mathematics and it Application*", to be held from 28th July to 1st August 2025.
- f) Research targets were revisited to emphasize the significance of the research work and its impact on National Institutional Ranking Framework (NRI) rankings. Research papers should be published as per the norms and guidelines prescribed by the governing authorities. The following publication targets for A.Y.: 2025-26 were set:
 - a) **Professors**- 1 SCI/SCIE and 1 Scopus
 - b) **Assoc. Professors**- 1 SCI/SCIE or 2 Scopus
 - c) **Asst. Professors** - 1 Scopus or 1 SCI.

5. Any other points.

- a) The HoD informed the faculty that our college has initiated the preparation of an application on 25th July 2025 to be submitted to the UGC for granting *Lakireddy Balireddy University* (LBU) that status of *Deemed -to-be University under the "Distinct Category"*. This process is expected to be accomplished for the academic year 2026-2027.
- b) The HoD further informed that our college has signed an MOU with *Universiti Sains Malaysia* on 30th July 2025 for exchange of programs, under the guidance and initiative of Principal Dr. K. Appa Rao.
- c) The HoD introduced Mr. V. V. Vamsi Krishna, Asst. professor of English who has recently joined the Department, to the faculty.

Conclusion

The meeting concluded with a collective commitment to enhance the department's academic standards through quality teaching, impactful research, and professional growth. As the new academic year is going to commence the quality of lecture delivery in classroom has to be of highest priority. Faculty members are encouraged to adopt effective teaching methodologies, maintain academic discipline, and actively contribute to the development of the R&D activities. These initiatives are expected to foster a collaborative and productive academic environment.

Meeting concluded at 3:30 pm by thanking the faculty for attending.

Date: 18/2025


Head of the Department
(Dr. T. Satyanarayana)
Professor & HoD.