



METHODIST

COLLEGE OF ENGINEERING AND TECHNOLOGY

Approved by AICTE New Delhi | Affiliated to Osmania University, Hyderabad

Estd : 2008 Address : King Koti Road, Abids, Hyderabad, Telangana, 500001 | Email : principal@methodist.edu.in

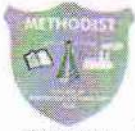
The Methodist College of Engineering and Technology exercises oversight and monitors the functioning of the various committees concerned with matters of discipline, ethics, and codes of conduct.

The various committees that help in implementing the code of conduct among students, Staff and Administration are:

- Anti-Ragging Committee
- Discipline Committee
- Grievance Redressal Committee
- Internal Complaints Committee
- Governing Body

PRINCIPAL
METHODIST COLLEGE OF ENGG. & TECH.
King Koti Road, Abids, Hyderabad





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ANTI RAGGING COMMITTEE CELL

The College has Constituted the Anti Ragging Committee in the year 2014-15. The instructions were framed to prevent the menace of ragging and foster healthy interpersonal relations among students in the campus. Ragging is strictly forbidden in or outside the college campus. All students shall familiarize themselves with rules/regulations/guidelines on code of conduct, anti-ragging measures and discipline in the college. All 'new comers' should attend counselling sessions organized for them from time to time by the college staff.

OBJECTIVES

1. To aware the students of dehumanizing effect of ragging inherent in its perversity.
2. To keep a continuous watch and vigil over ragging so as to prevent its occurrence and recurrence.
3. To promptly and stringently deal with the incidents of ragging brought to our notice

Functions of Anti Ragging Committee

- FO1. To educate the senior students how to conduct themselves with respect to juniors
- FO2. To make them aware of existing anti ragging laws of the land.
- FO3. At the time of admission when the first year students arrive in the campus, all the freshers are informed and educated about the anti ragging committee members and their contact numbers on the orientation day.
- FO4. Some senior students take oath on the dias which conveys the message that senior students do not rag the juniors.
- FO5. To ensure effective solution to the students complain with a impartial and fair approach.




Coordinator



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Members of the Committee- 2020-21

S.No	Name of the faculty	Dept.	Designation
1	Dr. Swathi Mathur	H&S	Coordinator
2	Dr.M Lakshmipathy Rao	Director	Member
3	Dr. Rajendraprasad Reddy	H&S Dept	Member
4	Dr. Akshay.S.K.Naidu	CE, HOD	Member
5	Mrs. P.Lavanya	CSE,HOD	Member
6	Mrs.Y.Mastanamma	EEE,HOD	Member
7	Dr NH Shobha Reddy	ECE,HOD	Member
8	Dr.A.Rajashekar	MECH,HOD	Member
9	Rani Rajan	MBA,HOD	Member
10	Dr.Anuradha Reddy	H&S,HOD	Member

Members of Anti Ragging Squad

S.NO	Name of the Staff	Position	Designation
1	Dr.Rajendra Prasad Reddy	Vice Chairman	Vice Principal
2	Dr.K.AnuradhaReddy	Member	Heads of H&S Dept
3	Dr. Swathi Mathur	Coordinator	Associate Professor
4	Mr. Bharat Naik	NSS Officer	Assistant Professor
5	Mr.K.Veerabhadra Rao	Member	Incharge of Examination
6	Mr A Sachendranath	Member	Assistant Registrar
7	Mr.Isthari	Member	Librarian
8	Mr.Nageshwar Rao	Coordinator	Student Advisor
9	D.Jaganmohini	Member	Student Volunteer
10	Sachin Raj Yadav	Member	Student Volunteer
11	R. Mahendar	Member	Student Volunteer


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Facilities of the cell:

A room is provided to conduct the meetings of the cell of Anti Ragging Cell.

The cell operates from the room allotted to the coordinator with a desk top computer, Printer with scanning and Common Data Entry Operator.

Complaint box is installed in the college campus.

A handwritten signature in blue ink, appearing to be 'S. V. S.', written over the printed name 'Coordinator'.

Coordinator





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DUTIES AND RESPONSIBILITIES OF THE COMMITTEE

1. To consider the complaints received from the students and conduct enquiry and submit report to the Anti- Ragging Committee along with punishment recommended for the offenders;
2. Oversee the procedure of obtaining undertaking from the students in accordance with the provisions.
3. Conduct workshops against ragging menace and orient the students;
4. To provide students the information pertaining to contact address and telephone numbers of the persons identified to receive complaints/distress calls.
5. To create awareness among the students about Anti ragging.
6. To take all necessary measures for prevention of Ragging inside the Campus/ Hostels.

Roles & Responsibilities of committee members

- a) **Coordinator :**
Coordinator has to conduct a meeting of the committee members in the beginning of the academic year and review the happenings in and outside the college with respect to ragging of our college students either by senior or other college students in the hostels they reside
- b) **Faculty member :**
Faculty members are advised to bring any incident of ragging to the notice of cell coordinator or other members. They have to supervise the entire canteen when the juniors and seniors meet at the lunch time and they have to reach the hostel or the bus stop near the college if any incident of ragging occurs and report.
- c) **Student member :**
Student member have to report to the members of the anti ragging committee if they come across the incidents instantly
- d) **PD/Student Welfare officer:**
Physical Director and student welfare officer who keep watch and vigil are expected to report the ragging incidents to the cell members. They can also involve and solve problem as and when they notice in and around the college campus.


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Program Outcomes

FO/PO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO10	PO11	PO12
FO1	---	---	---	---	--	2	---	2	3	--	---	--
FO2	---	---	--	---	---	2	--	2	3	---	---	--
FO3	--	---	---	---	---	1	---	3	2	---	---	---
FO4	--	---	---	---	---	---	2	3	3	---	---	---
FO5						3	---	3	1	---	---	2




Coordinator



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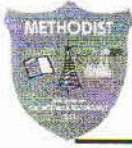
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Events/activities organised

S.No	Academic Year	Date	Name of the events	No. of participants	No. of colleges participated	PO Mapped
1	2020-21	10.12.2020	Gender Sensitization by Geetha Krishna	300	1	PO6




Coordinator



Methodist College of Engineering & Technology

King Koti, Abids, Hyderabad-500 001 Phone : 24755999, 24753445

www.methodist.edu.in mail: theprincipal@methodist.edu.in

Date: 01.04.2021

CIRCULAR

It is observed by the undersigned that during the class hours students are roaming in the campus, sitting near canteen or not attending class work properly and giving false information that project work is not yet started or teachers are not started taking project work, etc.. This leads to indiscipline in the campus and impact on their career too.

Members of Disciplinary Committee:

1. CIVIL: Mr. Shaik Mohammad Imran & Mr. G.Anudeep
2. CSE_: Mr. S.Sunil Kumar & Mr. D.Rajashekhar
3. ECE : Mr. P.Ramesh Babu & Mr. I Srikanth
4. EEE : Mr. P.Rajinikanth & Mrs. A.Archana
5. MECH: Mr. V.Durgesh & Mr. Mohammad Abdul Fazal
6. H&S: Mr. N.Sunil & Mrs. J.R.Hephzabah
7. MBA: Mr. K.V.Pavan kumar & Mr. C.Shyam Sunder
8. SWO Mr. G.Nageshwar Rao
9. PD Mr. Ilyaas Shameem

Therefore, the disciplinary committee is constituted for strict observance on students for maintaining discipline during class hours. They are informed to take rounds in the campus whenever they are free from teaching work. In addition I appeal all teaching and non-teaching staff to cooperate and join hands with above committee to maintain perfect discipline in the campus.




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Copy to:

- 1) All HoD's – With a request to circulate among your staff members and display on Notice Board
- 2) Director
- 3) A.O
- 4) S.W.O / PD



METHODIST COLLEGE OF ENGINEERING AND TECHNOLOGY

STUDENT GRIEVANCE AND REDRESSAL CELL ACADEMIC YEAR 2020-2021

Methodist College of Engineering & Technology has an effective Mechanism in order to settle genuine grievances of students, parents up to a satisfaction level so as to create a healthy relationship among the students, parent's, employees and employer. The grievance will include any matter relating to student . The committee is requested to contribute effectively to dispose the grievances at the earliest. Students Grievance Redressal Committee is established in MCET in accordance with the AICTE act 1987 .

The Students Grievance Redressal Committee of the Institute has been constituted with aim to provide all the genuine grievances of students of the college. All Grievances should be filed by writing in paper to the committee Chairman of the college. The committee will meet at least once in a month to resolve the grievances. To take inclusive decision and submit recommendations to the deciding authority for removal of alleged grievances. The student shall bring up his grievance in prescribed format immediately to the grievance cell without fail. In case the person is unwilling to appear in self, grievances may be dropped in writing at the letter box/suggestion box of the Grievance Cell.

Grievance submitted by the students are addressed systematically with active involvement and cooperation of the respective college/office connected with the grievance maintaining necessary confidentiality in handling process. Students Grievance Redressal Committee at MCET has emerged into an appropriate forum providing support and encouragement to all the students

OBJECTIVES:

- Ensures that the grievances are resolved on time impartially and confidentially.

The main objective of the Students Grievance Redressal Cell is to develop a responsive and accountable attitude among all the stakeholders in order to maintain a harmonious educational environment on the campus. The objectives of the Students Grievance Redressal Cell are:

To develop an organisational framework to resolve grievances of students and other stakeholders

- To provide the students access to immediate, hassle free recourse to have their grievances redressed.
- To institute a monitoring mechanism to oversee the smooth functioning of the College.



DUTIES AND RESPONSIBILITIES OF THE COMMITTEE

- Grievance shall be considered at the earliest but in any case not later than a week.
- The cell shall hear the concerns of all parties involved.
- Complainants and Respondents shall be present in person before the cell for all hearings.
- The cell shall be committed to maintain the confidentiality of information throughout the process.
- Grievance with legal complexity like sexual harassment/misconduct or of other criminal nature shall be dealt with after taking advice from appropriate legal consultants/authorities.
- The grievance cell will find the facts and evolve a solution which is submitted to the Principal for further action.

FUNCTIONS OF THE CELL

FO1 The committee will look into the complaints lodged by any student, and judge its merit.

FO2 To ensure effective solution to the student's grievances with an impartial and fair approach.

FO3 To develop a responsive and accountable attitude among all stakeholders, there by maintaining a harmonious atmosphere in college.

FO4 The cases will be solved immediately on receipt of written grievances from the students.

FO5 To develop co-ordination between students and Departments Sections to redress the grievances.

FO/PO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO10	PO11	PO12
FO1	---	---	---	---	--	---	---	3	2	1	---	2
FO2	---	---	--	---	---	3	--	3	1	---	---	--
FO3	--	---	---	---	---	3	3	2	2	1	---	2
FO4	-	-	-	-	-	3	--	3	--	0	--	1
FO5	-	-	-	-	-	2	3	3	2	2	--	2

PROGRAMME OUTCOMES

PO6 The engineer and society: Apply reasoning informed by the contextual knowledge to assess societal health, safety, legal and cultural issues and the consequent responsibilities relevant to the professional engineering practice.



PO7 Ethics: Apply ethical principles and commit to professional ethics and responsibilities and norms of the engineering practice.

PO8 Ethics: Apply ethical principles and commit to professional ethics and responsibilities and norms of the engineering practice.

PO9 Individual and team work: Function effectively as an individual, and as a member or leader in diverse teams, and in multidisciplinary settings

PO10 Communication: Communicate effectively on complex engineering activities with the engineering community and wit society at large, such as, being able to comprehend and write effective reports and design documentation, make effective presentations, and give and receive clear instructions

PO12 Life-long learning: Recognize the need for, and have the preparation and ability to engage in independent and life-long learning in the broadest context of technological change.

ROLES AND RESPONSIBILITIES OF THE COMMITTEE

- Grievance shall be considered at the earliest but in any case not later than a week. The cell shall hear the concerns of all parties involved.
- Complaint and Respondents shall be present in person before the cell for all hearings.
- The cell shall be committed to maintain the confidentiality of information throughout the process.
- Grievance with legal complexity like sexual harassment/misconduct or of other criminal nature shall be dealt with after taking advice from appropriate legal consultants/authorities.
- The grievance cell will find the facts and evolve a solution which is submitted to the Principal for further action to conduct awareness programmes to students.



(a) Roles and Responsibilities of Coordinator.

- To Introduce a reasonable and reliable solution for grievances of various issues received from students.
- Ensures that the grievances are resolved on time impartially and confidentially
- Conduct meetings periodically and take steps to redress the grievance

(b) Roles and Responsibilities of Faculty Members.

- To make all necessary arrangements for receiving grievances from students relating to academic, non-academic and any other problems relating to the functioning of a student in the college.
- To advise students to respect the right and dignity of one another, and not to behave in a vindictive manner towards any of them for any reason
- To examine and investigate on each complaint received from the students by collecting the required information/data from connected people.
- To give their recommendation to the coordinator for further action.

(c) Roles and Responsibilities of Student members.

To create awareness among the students regarding the grievance redressal cell.



Following members are appointed as committee members by the chairman for the Academic Year 2020-21

Faculty Members

S.No	Name of the faculty	Dept.	Designation
1	Mrs.R Vani	H &S	Coordinator
2	Mrs. Pallavi Sirohi	CE	Member
3	Mrs. V. Sailaja	CSE	Member
4	Mr.CVR Sri Lalit Narayana	EEE	Member
5	Mrs.O Ameena	ECE	Member
6	Mrs.Gayathri Lahari	MECH	Member
7	Ms.A.Swathi	MBA	Member

Student Members

Student Member	Roll No	Dept
S Devender	160718732008	CE
Nikhila Bethi	160718733010	CSE
D Hemanth	160718734016	EEE
L Manasi	160718735016	ECE
B Rithika	160718736031	MECH
J Prathyusha	160719672015	MBA

Handwritten signature

Coordinator





Internal Complaints Committee (ICC)

At Methodist College of Engineering and Technology we truly believe in providing the best safe academic environment to all the students and its employees, particularly women. We have been actively working towards empowering women, to sensitize all such related issues and to make the college campus a protected place for women.

In compliance with the official gazette of GOI related to "The Sexual Harassment of Women at Workplace (Prevention, Prohibition & Redressal) Act, 2013, an "Internal Complaints Committee" has been established by the college. The 'Women Development Cell/Women Welfare Cell' which was established initially in the college to create awareness of the Women's rights and to empower women, has been now taken over by "Internal Complaints Committee".

Functions of the cell

1. To promote and nourish a thriving culture for its stakeholders (female students & employees).
2. To create awareness pertaining to gender sensitization.
3. To provide a conducive platform for the stakeholders to air their grievances and ensure timely redressal through the 'Grievance Redressal System' in place.

General Roles and Responsibilities:

- (1) Dissemination of information and awareness generation (i.e. to create & communicate a detailed policy).
- (2) To constitute a sub- committee at the departmental level comprising of faculty and student members for the welfare of women .
- (3) Ensure that the members are trained in both skill & capacity in striving for an equal, safe and harmonious environment.
- (4) To address and resolve grievances if any, on a timely basis.
- (5) Prepare an annual report of the departmental women welfare activities and submit to the authorities.

P.T.O

Internal Complaints Committee (ICC)

Co-ordinator:

1. Preparing the Almanac of ICC, constitute sub-committees of faculty & student members for execution of work on women welfare.
2. Organize meetings at regular intervals and at times as per the immediate requirement of complaints received for effective functioning of the cell.
3. Preparing Annual Report and submission to the concerned authority.
4. Procurement of adequate resources for administration & functioning of the cell.
5. Inspire the members to make efforts to maintain gender parity, sexual harassment-free and positive environment in the college campus.

Faculty Members:

1. Execute the work assigned during meetings for functioning of the cell.
2. Monitor & support the student members for dissemination of information for awareness generation.
3. Provide training in skill & capacity to all the members in striving for equal, safe & harmonious environment.
4. To address & resolve grievances if any on a timely basis.
5. Prepare reports of sub-committees of the activities undertaken and submit to Co-ordinator.

Student Members:

1. Report to faculty members for taking up the work assigned in relation to the functioning of the cell.
2. Seek the guidance & support of the faculty & cell co-ordinator for execution of tasks related to the cell.
3. Remain vigilant while in the campus for prevention of any unwarranted behavior among the students and report the same to faculty/Co-ordinator on a timely basis in case it is observed.
4. Provide assistance to faculty members in the execution of their tasks related to the cell.
5. Inculcate discipline among all the students for a grievance free & friendly college environment.

P.T.O

Internal Complaints Committee (ICC)

Functions –PO Mapping

P01	Engineering Knowledge	PO6	Engineer & Society	PO11	Project Mgt. & Finance
P02	Problem Analysis	PO7	Environment & Sustainability	PO12	Life Long Learning
P03	Design & Development	PO8	Ethics	PSO1	-
P04	Investigations	PO9	Individual & Team Work	PSO2	-
P05	Modern Tools	PO10	Communication Skills		

	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO10	PO11	PO12
Functions - Mapping												
F01		1		2	2	3	3	3	3	2		1
F02					3	3	3	3	2	2		2
F03		2			3	2	2	3	2	3		3

ICC- Committee Composition:

- (1) One senior faculty as co-ordinator.
- (2) One faculty each from the department of CSE,EEE,Civil,ECE & Mech.Two faculty from MBA & H&S Department.
- (3) One student each year from the department of CSE,EEE,Civil,ECE & Mech.Six and five students each year from MBA & H&S respectively.



Co-ordinator



Internal Complaints Committee (ICC)

The ICC Comprises of Following Committee Members (Faculty) A.Y: 2020-21

S.No	Name	ICC Designation	Designation	Department	Mobile No.	email-ids	
1	Mrs. Rani Rajan	Co-ordinator	Assoc. Prof & HOD	DBM(MBA)	9985733465	hodmba@methodist.edu.in	ranir70@gmail.com
2	Ms.A.Swathi	Member	Assistant Professor	DBM(MBA)	9505224454	swathialibada@methodist.edu.in	swathialibada@gmail.com
3	Mrs.V.Sailaja	Member	Associate Professor	CSE	9948489320	vsailaja@methodist.edu.in	sailaja.bha@gmail.com
4	Mrs.Mary Soujanya	Member	Assistant Professor	Civil	9948556791	marysoujanya@methodist.edu.in	marysoujanya18@gmail.com
5	Mrs.V.Saketha	Member	Assistant Professor	EEE	9703836191	vsaketha@methodist.edu.in	dsakethareddy@gmail.com
6	Mrs.Sonalaxmi	Member	Associate Professor	H&S	7799011112	sona.iruvanti@methodist.edu.in	sonairuvanti@gmail.com
7	Dr.Manial	Member	Associate Professor	H&S	9848122463	nagamanielal@methodist.edu.in	drtnmlal@gmail.com
8	Mrs.O.Ameena	Member	Assistant Professor	ECE	8919611095	ameenaashraf11@gmail.com	ameenafarhat@yahoo.com
9	I.Sowjanya	Member	Assistant Professor	Mech	7799865586	itikyalapadusowjanya@methodist.edu.in	itikyalapadusowjanya@gmail.com





**METHODIST COLLEGE OF
ENGINEERING & TECHNOLOGY**
Affiliated to Osmania University - College Code - 1607

Internal Complaints Committee (ICC)

The ICC comprises of following committee members (Students) A.Y: 2020-21

Name of the Cell	Year	Name and H.T. No. of Students									
		ECE	CSE	EEE	CE	ME	YR	MBA	MBA		
Internal Complaints Cell	2020-21	I Year	B. Vaishnavi 1607207350321	N. Deepthi 160720733058	Onteru Divya 160720734008	T. Yamini 160720732035	P. sushritha 160720736023		D. Prasanna 160720672006	T. Sanjana 160720672033	
		II Year	Shivalimika 160719735034	A. Sowmya chitra 160719733026	Keesari Devika 160719734011	B. Srinidhi 160719732036	Nikitha Reddy.C 160719736311	I YR	Akhilleshwari 160720672035	Mayeeda Qadeer 160720672020	
		III Year	Manasi 160718735016	S. Nikitha 160718733013	B. Akhila reddy 160717734002	k. Preethika 160718732086	B. Rithika 160718736031		Akshitha 160719672013	Nil	
		IV Year	Sowmya 160717735106	P. Shravani 160717333073	Ramani Sowmya 160717734001	R. Roja 160717732075	Veeru Priya 160717736092	11 YR	Sonali Sharma 160719672036	Nil	



Co-ordinator



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Date: 23 – 11 – 2020

Circular

All the Staff Members (Teaching, Non-Teaching) and Students are here by informed to attend a Program on Code of Conduct & Ethics – Importance in Professional Development, in Our Campus during 27th & 28th November, 2020. This Program will help us to understand the importance of Ethics, Conduct & Values in our Professional Life. Hence, all are requested to attend and utilize this Opportunity.

Speaker: Dr. M. Lakshmipathi Rao

Date: 27th & 28th November, 2020

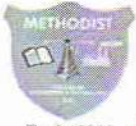
Time: 10 AM – 01:00 PM

Venue: Seminar Hall, Block – D

CC to :

1. AO
2. All Heads of the Departments
3. Library
4. Placement Cell
5. Exam Branch

Principal
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29-11-2020

Report on Code of Conduct and Ethics – Importance in Professional Development

Title: Two-day Program on "Code of Conduct and Ethics - Importance in professional development"

Preamble:

A two-day program on Code of Conduct and Ethics - Importance in professional development has been conducted on 27th & 28th November, 2020, at Methodist College of Engineering and Technology in order to spread Literacy of Ethical Values and Code of Conduct among the MCET Family.

Description of the Program:

The program was inaugurated by Dr. M. Lakshmi pati Rao, Director & Dr. Prabhu G. Benakop, Principal & Convener. In his inaugural address, Dr. M. Lakshmi pati Rao, Director, emphasized the Role of Code of Conduct and Ethical Values in protecting the Moral Responsibility towards the Institute, State and Nation. He further elaborated and explained the Values of Moral Responsibility and Ethics that are to be added in our regular lives. In his speech, he also emphasized on the atrocities enacted upon the humans and gave a clarity on the role of the youth in helping and protecting them.

Dr. Prabhu G. Benakop, Principal & Convener of the program spoke on the rights of the women in empowering themselves in all the sectors and also their role in the development of the society. The entire programme was coordinated with the support of the Management, Faculty and Students of the Methodist College of Engineering and Technology.



Dr. M. Lakshmi pati Rao addressing on Code of Conduct and Ethics

Clona
Co-Ordinator





METHODIST COLLEGE OF ENGINEERING & TECHNOLOGY

(Approved by AICTE, Recognised by Govt. of Telangana and Affiliated to Osmania University)

King Koti Road, Abids, Hyderabad

Date: 18/01/2021

NOTICE

The 15th meeting of Governing Body of the Methodist College of Engineering & Technology, Abids, Hyderabad, will be held on 29th January, 2021 at 11.30 a.m at the College Premises.

The following members are requested to make it convenient to attend the meeting.

- | | | |
|---|---|-----------------------------|
| 1. Bishop MA Daniel
Chairman of the Governing Body | : | Chairman |
| 2. Prof. K. Shyamala
Prof. of CSE.,
Osmania University, Hyderabad. | : | University Nominee |
| 3. Sri. K. Krishna Rao
Correspondent & Chairman MCET. | : | Member |
| 4. Dr. K. Sainath,
Member from Industry- Managing Director,
Clair Engineers Pvt Ltd, Hyderabad. | : | Member from Industry |
| 5. Sri. T. Rakesh Reddy, Director
Indur Institute of Engineering & Technology,
Siddipet. | : | Member |
| 6. Sri. R. Pradeep Reddy,
Chairman – Indur Institute of Engineering
& Technology, Siddipet. | : | Member |
| 7. Regional Officer AICTE Southern Region
Ex Officio Member. | : | Nominee of AICTE |
| 8. Director of Technical Education
Ex-officio Member. | : | Nominee of State Govt |
| 9. Dr. M. Lakshmi pathi Rao, Director, MCET | : | Member |
| 10. Dr. S. Venkateswar, Dean (Academics) MCET | : | Member |
| 11. Dr. P. Rajendra Prasad Reddy, Vice-Principal, MCET | : | Member |
| 12. Dr. N.H. Shobha, HOD of ECE, MCET | : | Member from Faculty |
| 13. Dr. P. Lavanya, HOD of CSE, MCET | : | Member from Faculty |
| 14. Sri. Mohd. Maheboob Mohiuddin
Imana General Hospital, Hyderabad | : | Member Representing Parents |
| 15. Dr. Prabhu G. Benakop, Principal, MCET | : | Member Secretary |



Principal & Member Secretary of the Governing Body

PRINCIPAL
METHODIST COLLEGE OF ENGG. & TECH.
King Koti Road, Abids, Hyderabad.



Methodist College of Engineering & Technology

King Koti, Abids, Hyderabad-500 001 Phone : 24755999, 24753445

Website: www.methodist.edu.in mail: principal@methodist.edu.in

15th Governing Body Meeting scheduled on 29/01/2021.

AGENDA

S. No.	Particulars
1	Annual Report of the College for 2019-2020
2	Adaption of Online classwork
3	NAAC and NBA accreditation
4	Result Analysis 2019-2020
5	Review of training and placement activities
6	Review of Budget
7	Reimbursement of Tuition Fee /Scholarships
8	Any other matter



Principal & Member Secretary of the GB

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MINUTES

Minutes of the meetings of 15th Governing Body Meeting of
of Methodist College of Engineering & Technology
held on 29-01-2021 at 11.30 A.M / P.M at Director's chambers.
under the chairmanship of Shri Mr. K. Krishna Rao.

Members Present.

1. Mr. K. Krishna Rao

2. Prof. K. Shyamala

3. Dr. M. Lakshmiipathi Rao

4. Dr. S. Venkateshwar

5. Mr. T. Rakesh Reddy

6. Dr. S. Rajendra Prasad Reddy

7. Dr. N.H. Shobha

8. Dr. Lavanya Pamulaparty

9. Dr. Prabhu G. Benakop.

~~_____~~ }

~~Shal~~ 29/1/2021

~~_____~~

S. Venkateshwar

~~_____~~

~~_____~~

Shobha N.

~~_____~~ 29.01.21

~~_____~~ 29/1

Minutes of the meeting of the 15th Governing Body of Methodist College of Engineering & Technology

The meeting of the 15th Governing body of Methodist College of Engineering and Technology is held on 29th January, 2021 at 11.30 am in the College premises. The following members are present.

- | | |
|--|------------------------|
| 1. Prof K Shyamala
Department of Computer Science & Engineering
University College of Engineering
Osmania University | University Nominee |
| 2. Sri K Krishna Rao
Correspondent, MCET
Chairman & Director of Sapala Organics
Hyderabad | Member |
| 3. Sri T Rakesh Reddy | Member from Management |
| 4. Prof M Lakshmi pathi Rao
Director, MCET | Member |
| 5. Prof S Venkateshwar
Dean (Engineering)
MCET | Member |
| 6. Prof NH Shobha
Head, Dept. of ECE | Member from Faculty |
| 7. Dr P Lavanya
Head, Dept of CSE | Member from Faculty |
| 8. Dr Prabhu Benakop
Principal, MCET | Member Secretary |

Prof Prabhu Benakop, the Member Secretary extended a warm welcome to all the members. As the Chairman of the Governing Body could not attend the meeting he requested the Correspondent to chair the session and conduct the proceedings. On behalf of the management, the Correspondent heartily welcomed Prof K Syamala and all other members, for the Governing Body meeting. He informed the members that the NAAC Peer team visit is scheduled on 4th and 5th February, 2021 and requested the Principal to make all the necessary arrangements for the visit. Keeping in view the pandemic situation he opined that all precautionary measures have to be taken during the Peer team visit. He then took up the agenda items and requested Dr M Lakshmi pathi Rao, Director, MCET to present the Action

Taken Report on the resolutions of the 14th Governing Body held on 20th March, 2020 and also present the annual report for the year 2020-21.

- Director welcomed all the members on behalf of the college and first presented the action taken report on the resolutions of the 14th Governing Body. All the members were satisfied with the actions initiated. He then presented the annual report on the activities of the college for the year 2020-21
- He informed the members that during the current academic year, 2020-21 due to the pandemic situation the physical classes are not conducted so far and online classes are being conducted as per the guidelines of the University.
- He brought to the notice of the members that a new course BE(AI&DS) with an intake of 60 is started with the approval of the AICTE. This course is started after surrendering one section of BE (Mechanical Engineering). The University also granted permission but the affiliation orders are not yet issued as the inspection is not conducted. He further informed that this year only about 70% of the seats are filled up due the COVID situation.
- He also informed that the college has subscribed for MS teams and using this platform online classes are being conducted. Faculty and students are very happy with this tool and are able to continue the teaching learning process effectively. He appreciated the efforts of the faculty in mastering this tool for the class work and also for conducting the Internal examinations online. He placed on record the efforts of IQAC in organizing training programmes on the usage of this tool both to both faculty and students.
- Then he highlighted the achievements of the faculty and students. The members appreciated the achievements of both faculty and students
- The members then discussed about the training and placement cell activities. It is informed by the Principal that about 50 students are placed during 2019-20.
- The members reviewed the examination results of the out going students and appreciated their performance
- Mr K Krishna Rao, Correspondent informed that the construction of the new Block(E) was completed and EEE Class rooms are shifted to Block E very shortly
- The members expressed happiness over the activities of IEDC

- Then all the members discussed about the arrangements to be made for the NAAC peer team visit
- The audited statements for the year 2019-20 are reviewed and the budget proposals for the next year are approved.
- The members after review suggested that more efforts to be made for the collection of Tuition fees dues from the students, as the physical classes are commencing from 1st February.
- The Principal highlighted the efforts of the College in offering the Skill development Programmes online to the students
- The University nominee congratulated the faculty members and students for publishing Patents. She complimented the management for the periodic augmentation of infrastructural facilities and also for providing incentives and financial support to faculty for their academic development and carrying out research work

Following are the resolutions made:

1. The newly started AI & DS Course laboratory sessions must include many case studies. The services of external expertise having rich experience in the areas of AI&DS may be utilized for handling few subjects.
2. Work stations must be installed in a AI & DS lab with cluster layout.
3. Create cluster labs layout with high end systems and good softwares for AI and DS
4. All the faculty pursuing research work may be given half day in a week for research work.
5. Online Alumni meets have to be organized.
6. Alumni working in reputed organisations may be invited to deliver on line lectures

The meeting ended with the proposal of vote of thanks by Dr NH Shobha, Head ECE department.



Prof Prabhu Benakop

Principal & Member Secretary

Methodist College of Engineering and Technology

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Date : 26 – 11 - 2020

Circular

All the Staff Members (Teaching, Non-Teaching and Menial) and Students are hereby informed to attend an Online Program on the Importance of Ethics for the Strategic Development of Individuals on 4th December, 2020.

Guest: Dr. Vivek Modi, Personality Development Trainer,
Motivational Speaker

Platform: MS Teams

Duration: 1 Hour

Time: 4 PM – 5 PM


Principal
PRINCIPAL
METHODIST COLLEGE OF ENGG. & TECH.
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CC to:

1. AO
2. All Heads of the Departments
3. Library
4. Placement Cell
5. Exam Branch



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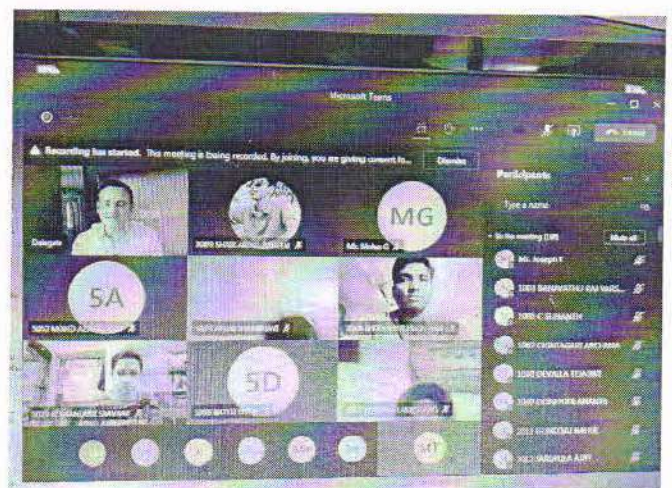
Report On

Importance of Ethics for the Strategic Development of Individuals

Dr. Vivek Modi, Personality Development Trainer, Motivational Speaker, was invited to deliver a lecture on Importance of Ethics for the strategic development of individuals. He was invited by Methodist College of Engineering and Technology for conducting a program on Importance of Ethics for the strategic development of individuals on the 4th of December 2020, for a group of about 250 students, belonging to different streams of engineering, along with all the Staff Members. The main emphasis of the program was on the importance of self- development using Strategic Planning of Ethical Values in a professional world. Dr. Modi explained the importance of creative thinking, using all the senses of sight, sound, smell and touch to elaborate one's thoughts on ethics.

He also made Participants aware of the importance of Time Management in People's lives and the fact that ethics has its own standards varying from person to person. The main motive of this program was to enlighten the students & Staff, with the importance and use of correct ethical thoughts for the development of oneself. The students were encouraged to ask questions and were answered by the Dr. Modi with clarity and patience. The one on one session with the students was followed by the interaction with the faculty members of MCET. The faculty was delighted by the words of wisdom showered upon them by the Speaker. The program ended with a pleasant note, with both the student community and the faculty getting benefitted by Dr. Modi's rich experience and knowledge in life.

The Glimpses of the Program are as Below :



Dr. Vivek Modi addressing on Importance of Ethics for the Strategic Development of Individuals

