Department of Computer Science and Engineering
National Institute of Technology Calicut

NIT Campus (PO), Calicut-673601, India

DCC Meeting Minutes

Date: 05/04/2022   **Time: 12:20 PM to 1:00 PM**   **Venue/Mode: Online**

Agenda Items:

1. Ratification of the minutes of the DCC meeting held on 28/02/2022 and 24/03/2022
2. Action Taken Action Pending Report of the last DCC meetings
3. Status reporting of NBA Accreditation
4. Status reporting of Stock Verification and Disposal of Scrap
5. Preparation of Brochure for M.Tech Programmes
6. Multidisciplinary B.Tech projects
7. Requests from S6 MCA students to join for internship in industry

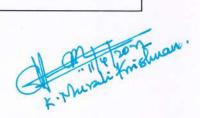The DCC meeting started online at 12:20 PM. The Chairperson welcomed all members to the meeting.

Agenda Item 1:   Ratification of the minutes of the DCC meeting held on 28/02/2022 and 24/03/2022

The DCC ratified the confirmation of the minutes of the DCC meeting dated 28/02/2022 and 24/03/2022

Agenda Item 2: Action Taken Action Pending Report.

Action items in the DCC meeting dated 28/02/2022 and 24/03/2022

Item	Status
Plan for utilization of space in Library building allocated to CSED.	Committee constituted vide office Note No. CSED/Committee/2022/3 dated 17/03/2022 with Mr. V. R. Ajayachandran Dr. G. Gopakumar, Mr. T. A. Sumesh, Dr. Jayaraj P. B. and Dr. Hiran V. Nath preparing the proposal as per the draft plan approved by the DCC
To decide the mode of admission and related policies for M.Tech self sponsored category students admitted to CSED (M.Tech CSE and M.Tech CSE (IS)), based on communication from Chairperson - PG Admission NITC	DCC Recommendation Communicated to Chairperson PG Admissions via Email dated 24/03/2022.

Agenda Item 3: NBA Accreditation (Status reporting)

The following matters were reported to the DCC by HOD.
1. Accreditation of the B.Tech programme will expire in the current academic year.
2. The pre-qualifier for continuing accreditation for the B. Tech programme needs to be prepared b y the Department by 30th April 2022.
3. The institute will apply for an extension of the current (five year) accreditation to the sixth year. Based on the outcome of this request, whether a new SAR needs to be uploaded will be determined.
4. The Department will be required to prepare the SAR (if needed) by 30th June 2022.
5. The Departmental NBA Coordinator will be circulating details of duty allocated to each faculty member for NBA data collection.
6. Faculty availing vacation duty are requested to support NBA accreditation document preparation.
7. Faculty members are required to prepare course files for the academic years 2021-22, 2020-21 and 2019-20.

Agenda Item 4: Stock Verification and Disposal of Scrap (status reporting)

The HOD reported to the DCC the status of stock verification and disposal of obsolete and unserviceable stock.

The annual stock verification in the department for the current year is completed. Items to be disposed of were identified by the departmental staff and marked in the stock register and verified by the stock verification committee. The valuation of these items are being prepared under the coordination of Dr. Saidalavi Kalady as the Department representative for the committee for disposal of obsolete and unserviceable stock.

Agenda Item 5: Brochure for M.Tech Programmes

The DCC approved the constitution of a committee to prepare a brochure for all the M.Tech Programmes of CSED with the following members:

1. Dr. Priya Chandran 2. Dr. S.D Madhu Kumar 3. Dr. K.A Abdul Nazeer 4. Dr. G.Gopakumar 5. Dr. Anil Pinapati 6. Dr. Sithara Kanakaraj. 7. Dr. Saritha Murali. 8. Ms. Lakshmi P Chandran (Research Scholar).

The committee may co-opt additional members if as may be found necessary for carrying out the work.

Agenda Item 6: Multidisciplinary B.Tech projects

In the context of an institute level committee being constituted for formulating the guidelines for interdisciplinary B.Tech projects, the UG Coordinator, CSED presented the item. The DCC discussed the item. There is an existing DCC policy for interdisciplinary B.Tech projects in CSED. The DCC suggestions are listed below:

A. Students from different departments can work together on a single B.Tech project.
B. There will be a guide from each department for which there is a student in a project group.
C. Evaluation and Grading policy for each student will be governed by the project evaluation

committee of the department to which the respective student belongs.

D. Each student shall register for the B.Tech project in the course code of her/his department.

The DCC directed the HOD to report the department policy to the institute level committee.

Agenda Item 7: Requests from S6 MCA students to join for internship in industry

The item was presented by the MCA Project Coordinator. 3 students of S6 MCA have requested permission to do their final year project as an internship in industry. The MCA internship requests *(Annexure I)* are approved by the DCC, CSED.

The meeting started on 05/04/2022 at 12:20 PM and closed at 12:50 PM.

Annexure I
Internship requests from S6 MCA students

Student Name	Roll No.	Company	Mentor's Name
HARSH GUPTA	M190664CA	Quantiphi Analytics Solutions	Dr. Gopakumar G
ASHISH KUMAR SAHU	M190365CA	Quantiphi Analytics Solutions	Dr. Gopakumar G
ANJALI DURGAM	M190404CA	Quantiphi Analytics Solutions	Dr. Pranesh Das