

Department of Computer Science and Engineering

National Institute of Technology Calicut

Minutes of DCC on 31st July 2015

Venue : CSE 202.

The meeting started at 3 pm. HOD welcomed the members and initiated the discussions. The deliberations and decisions in the meeting are outlined below:

1. DCC considered the following requests from the students for registration to the Monsoon Semester 2015, which were forwarded by the Faculty Advisors for consideration of the DCC:
 - a. Mr. Amar Singh (B090959CS) has completed 6 years of study and needs to get 31 credits (9 Theory +1 Lab +2 OT). The student requests for an additional year to complete his credit requirement.
 - b. Mr. Aditya Kumar (B100360CS) has completed 5 years of study which includes two years of academic probation. He has two second level courses to complete (Signals and Systems, Maths IV). Student needs to complete 88 credits in total. Student has requested for permission to register for fourth year so that he can take 54 credits this year and take the remaining 34 credits in the subsequent year (additional year, permission needed from the senate).

DCC decided to recommend and forward the requests for the consideration of the BOAC/Senate.

2. DCC considered the requests for registering for placements from the following MCA students who had a disciplinary action against them.
 - a. Mr. Himanshu Dixit (M130312CA)
 - b. Mr. Deepak Sharma (M130280CA)
 - c. Mr. Neeraj Goel (M130304CA)
 - d. Mr. Anuj Garg (M130515CA)

Considering the fact that the disciplinary action taken against the students is completed, DCC decided to recommend and forward their requests for permission to register for placements, for favourable consideration by the Training and Placement Cell.









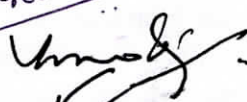






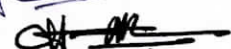
3. DCC considered the request for a policy for operation of labs after office hours. In the department it has been a practice for the student administrators to run the lab after office hours. In light of recent security breaches it was proposed to have a phased approach to improve the security and accountability of the labs. The following proposals were made
 - a. It was decided to request the Registrar to appoint a security personnel for IT Lab Complex (to take care of the key management of the various labs) and another personnel for the Main Building where rest of the labs are situated.

After office hours, the staff members will hand over the keys of the labs to the security personnel and the authorized students can take the keys from the security post and open the lab to work. They have to return the key to the security post after use. The list of authorized students will be given from the department to the Security Office.

- b. It was proposed to look at the feasibility to install CCTV in all the labs. Dr. Vinod P was assigned the task of preparing the proposal for the same.
- c. It was proposed to look at the feasibility of having night shift for the laboratories by adhoc technical staff.
4. DCC discussed the need for a policy for locking rooms. As projectors are going to be installed in all classed, it was recommended that the rooms be kept locked and key maintained in office as in the case of ELHC302.
5. Mr. Sumesh was made the in charge for setting up Information office in the department. It was also decided to set up a research office to monitor call for RFP.
6. HoD updated the status of preparation for NBA committee visit.

The meeting concluded at 4.30 pm.

Members Present

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|-------------------------|--|------------------|---|
| 1. K. A Abdul Nazeer |  | 14. Vinodh P. N. |  |
| 2. Anu Mary Chacko |  | 15. Gopakumar G |  |
| 3. Pujan Chandran |  | | |
| 4. R. SUBASHINI |  | | |
| 5. Lijiya A |  | | |
| 6. Pournami P. N. |  | | |
| 7. Vinod P |  | | |
| 8. Sudeep K.S. |  | | |
| 9. SREENU NATH. BITUKHA |  | | |
| 10. S D Madha Kumar |  | | |
| 11. Saidalawi Kalyady |  | | |
| 12. Jimmy Jose |  | | |
| 13. Sumesh TA |  | | |
| 14. K. Mesali Kristhnan |  | | |