



# St. MARTIN'S ENGINEERING COLLEGE

Dhulapally, Secunderabad-500100

NBA & NAAC A<sup>+</sup> Accredited

## DEPARTMENT OF INFORMATION TECHNOLOGY

No.SMEC/IT/2019-20/01

Date: 23-05-19

### DEPARTMENT ADVISORY COMMITTEE

#### CONVENING ORDER

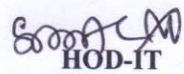
Department Advisory Committee (DAC) with following members is convened for the Academic year: 2019-2020.

S. No.	Name of the Member	Designation
1	Dr .S.V.Achuta Rao Professor & HOD-IT,SMEC	Convener
2	Dr. Venkatesan Associate Professor,Dept.of IT,SMEC	Member
3	Dr.D.Srinivasa Rao Associate Professor,Dept of IT,VNRVJIET,Hyderabad	Academic Expert Member
4	Mr.V.Sreekanth Software Developer, Infosys,Gachibowli	Industry Expert Member
5	Mrs.E.Soumya Assistant Professor,Dept of IT,SMEC	Member
6	Mrs.V.Sravan Kiran Assistant Professor,Dept of IT,SMEC	Member

**Frequency of Meeting:** Four times a year, as and when required

#### **Roles and Responsibilities**

- Evaluate and approve all academic decisions of the department.
- Consider and approve the curricular gaps and content beyond syllabus to bridge the gaps.
- Scrutinize and approve the course files prepared by the faculty for the subjects after due validation.
- Approve the department perspective plan for academic year 2019-20.
- Evaluate and approve the mapping of topics in content beyond the syllabus to POs and PSOs.
- Approve the certificate course, Value Added courses and other co-curricular, extra-curricular and extension activities.

  
HOD-IT 23/5/19  
(Dr.S.V.Achuta Rao)

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IQAC

**Head of the Department**  
**Department of Information Technology**  
**St. Martin's Engineering College**