



K L University

(Koneru Lakshmaiah Education Foundation)

Estd. u/s 3 of UGC Act 1956

Green Fields, Vaddeswaram, (via) K.C. Works P.O. - 522 502, Guntur District, A.P.

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Constituent College KLCE Accredited by NAAC with CGPA 3.76/4.00

Approved by A.I.C.T.E ± Accredited by N.B.A.± ISO 9001-2000 Certified

DEPARTMENT OF CIVIL ENGINEERING

List of NAAC Files, respective faculty In-charges and supporting faculty

A.Y.- 2017-18 Semester-I

I. ACADEMICS

Professor In-charge: Mr. P.Polu Raju, Assoc. Professor-CE

NAME OF ASPECT	NAME OF ASSOC. DEAN	Name Of Faculty In-Charge	NAAC Criteria	Criteria File	Supporting Faculty
Curricular Aspect	Dr. K Thirupathi Rao	Mr. M. Anil Kumar	I	List of Programs Offered by department, mentioning disciplinary and Inter-Disciplinary activities	Mr. M. Anil Kumar
			I	1. Feed Back from students regarding Curriculum 2. Student Feedback on institutional performance	Mr. Lingeswaran
			I	BOS and minutes	Mr. K.Mahindra
			I	Feed Back on the curriculum from National and International Faculty	Mr. Lingeswaran
			I	Syllabus copies Academic Rules & Regulations.	Mr. K.Mahindra
			II	List of students opted for flexibilities	Mr. K.Mahindra
			VI	Department academic committee meetings	Mr. K.Mahindra
			VI	Academic Council related	Mr. Lingeswaran
			VI	Feedback from academic peers	Mr. Lingeswaran
Teaching & Learning Process	Sri V Hari Kiran, Assoc. Professor-CSE	Mrs. V.Sree Lakshmi	II	Lesson plan verification	Mr. C. Rajamallu
			II	File for faculty invited as a resource personal in seminar/conference/works hops as a key note speaker/ session Chair	Ms. K. Prasanthi
			II	Details of Subject Allocation Semester wise	Mrs. V.Sree Lakshmi
			II	File for Emeritus/ Adjunt faculty / Visiting Professors File	Mr. K J Brahma Chari
			II	Orientation programme/ Induction program Semester Wise	Mrs. V.Sree Lakshmi
			II	File for Course Handouts for all semesters including	Mr. C. Rajamallu
			II	Conduct of lab experiments	Mr. K. Naga Chaitanya
			II	Tutorials conducted	Mr. K. Naga Chaitanya
			II	Student feed back on course instructors, Curriculum and support services	Mr. P.Poluraju/ Mr. K. Shyam Chamberlin/ Mr. B. G. Rahul/ Mr. P. Venkata Sarat

			II	Time tables	Mrs. V.Sree Lakshmi/Ms. K. Prasanthi
			II	List of course coordinators and course instructors	Mrs. V.Sree Lakshmi
			II	Conduction of Remedial classes and Backlog Classes	Dr. Sanjeet Kumar and Dr. Sunil Ranjan Mohapatra
			II	Subject based seminars and Workshops conducted	Mr. I. Siva kishore
			II	Lab-Taken-to-Class	Mrs. V.Sree Lakshmi/Mr. K. Veera Ganesh
			III	Student Seminars and Group Discussion.	Mr. K. Veera Ganesh
OBE & Evaluation	Sri V Shanmukha Prasad, Assoc. Professor, ME	Mr.K. Hemantha Raja	I	OBE Implementation/ABET	Mr.K. Hemantha Raja/ Mr. Y.Himath Kumar
			II	File for internal exam timetable, Invigilation Schedules, attendance statements	Mr.K. Hemantha Raja/ Mr. Lingeswaran
			II	Bridge courses/refresher courses to the need based students	Mr. Y.Himath Kumar
			II	Result Analysis (Internal Examinations)	Mr.K. Hemantha Raja
			II	Result Analysis (End Semester Examinations	Mr.K. Hemantha Raja
			II	Assignment test question papers	Mr. Lingeswaran
			II	Tests (internal question papers)	Mr. Lingeswaran
			II	End semester examinations question papers/Question Banks	Mr.K. Hemantha Raja
Academic Projects	Mr. E. Suresh Babu Assoc. Professor-CSE (CSE and ECE)	Dr. Sunil Ranjan Mohapatra /Mr. M. Anil Kumar	II	List of projects done by the student subject wise and semester wise	Dr. Sunil Ranjan Mohapatra /Mr. M. Anil Kumar
			III	Student R&D	Dr. Sunil Ranjan Mohapatra/ Mr. M. Anil Kumar
Counselling	Dr. D Prasanna Kumar, Assoc. Professor-MBA	Mr. R. Rakesh Kumar Reddy	V	Attendance Analysis & Postage	Mr. R. Rakesh Kumar Reddy
			V	Faculty Counselors and Counseling Outcomes	Mr. R. Rakesh Kumar Reddy
			V	Parents meet and Feedback	Mr. R. Rakesh Kumar Reddy
Registrations & Certificate Courses	Dr. B Tirumala Rao, Professor-CSE	Mr.Ch.RajaMallu	I	File For Certificate Courses	Mr.Ch.RajaMallu
			II	Elective courses and list of students for electives	Mr. D. Satish Chandra/ Ms. B. Sesha Sai Ratnamala Reddy

II. STUDENT AFFAIRS

Professor In-charge: Mr. K.Shyam Chamberlin, Assoc. Professor-CE

Name of Aspect	Name Assoc. Dean	Name of Faculty in-charge	NAAC Criteria	Criteria File	Supporting Faculty
Discipline	1.Dr. V Krishna Reddy, Professor-CSE & 2.Dr. KRS Prasad, Professor-Chemistry	Mr. T.Naga Seshu Babu	V	File on Anti-Ragging Committee	Mr. T.Naga Seshu Babu
			VI	Discipline Related Files	Mr. T.Naga Seshu Babu
Grievances, Cells, Forums, Committees	Dr. I. Govardhini	Mr. N. Sandeep Kumar	V	Minutes of Student Academic Committee	Mr. K.Mahindra
			V	Minutes of Student Support Services Committee	Mr. I. Siva Kishore
			V	List of all Student Level Committees in the Department	Mr. K.Shayam Chamberlin
			V	Boys Grievances committee	Mr. K. Venkatesh
			V	Girls Grievance Committee	Ms. A. Monica
			VII	Faculty grievance committee (Male) meeting minutes	Dr. K. Rajasekar Reddy
			VII	Faculty grievance committee (Female) meeting minutes	Ms. K.Prasanthi
			VII	Women's forum activities	Ms. K.Prasanthi
Extension Activities, NSS, NCC, CEA & KLUSO	Dr. K Ravindranath, Assoc. Professor-CSE	Mr. K. Vijaya Krishna	V	Student Association Activities Committeee	Mr. Naga chaitanya / Mr, Naga seshu Babu.
			V	Centre for Extension Activities Committee	Mr. K. Vijaya Krishna
			V	Hobby Clubs/KLUSO	Mr. K. Vijaya Krishna
			V	NSS/NCC	Mr. K. Vijaya Krishna
Sports & Games	Dr. K Hari Kishore, Assoc. Professor-ECE	Mr. K.Mahindra	V	Sports Committee	Mr. J. Chandra shekar
Hostels	Dr. G Yedukondalu, Asst. Professor-ME	Ms. A. Monica	V	Boys Hostel Committee Girls Hostel Committee	Mr. T.Naga Seshu Babu Ms. A. Monica
Transport, Canteen & Other Facilities	Mr. AVS Ramprasad, Asst. Professor-ME	Mr. K.Mahindra	V	Canteen committee Transport Committee	Mr. J. Chandra shekar Mr. T.Naga Seshu Babu

III. PLACEMENTS & PROGRESSION
Professor In-charge: Dr. Sanjeet Kumar, Assoc. Prof.

Name of Aspect	Name Assoc. Dean	Name of Faculty in-charge	NAA C Criteria	Criteria File	Supporting Faculty
Placements	Dr. NBV Prasad, Assoc. Professor-IRP & PS	Mr. M. Leela Sai Ranga Rao	II	Technical training to the placement registered students	Mr. M. Leela Sai Ranga Rao
			II	CSS training to the placement registered students	Mr. M. Leela Sai Ranga Rao
			V	Students Placed in various companies	Mr. M. Leela Sai Ranga Rao
			V	Mock Interviews	Mr. M. Leela Sai Ranga Rao
			V	Registered students for placements	Mr. M. Leela Sai Ranga Rao
			VI	Feedback from employers	Mr. M. Leela Sai Ranga Rao
			V	Industrial Visits and Industrial tours	Mr. Srikanth
Practice School	Dr. Y V Hanumantha Rao, Professor-ME	Mr.P.Venkata Sarat	II	Practice school related files	Mr.P.Venkata Sarat
Competitive Examinations	Mr J Somlal, Assoc. Professor-EEE	Mr K Mahindra	V	File on percentage of students who had appeared/qualified in Exams like UGC-CSIR-NET, GATE,GRE,CAT,TOFEL,GMAT,SL ET Details.	Mr K Mahindra
			V	Student Participation in various competitions outside the university	Dr. Dinesh Singh
Progression	Dr. KVD Kiran, Assoc. Professor-CSE	Mr.P.Venkata Sarat	V	Students Pursuing Higher Studies	Mr. B.G.Rahul
			V	Student Progression Details	Mr.P.Venkata Sarat/ Mr. B.G.Rahul
			V	Student Dropouts	Mr.P.Venkata Sarat/K Hemantha Raja
Scholarships	Dr. Ranjankumar Senapati, Professor-ECE	Mr.P.Venkata Sarat	V	Details of Scholarships to SC/ST students	Mr.P.Venkata Sarat/ Mr. J. Chandra Sekhar
Alumni	Dr. PVRD Prasad Rao, Professor, BES	Mr. B.G.Rahul	V	Alumni Related	Mr. B.G.Rahul
			VI	Feedback from Alumni	Mr. B.G.Rahul

IV. PLANNING & DEVELOPMENT

Professor In-charge: Mr. Y. Himath Kumar Asst.Prof, CE

Name of Aspect	Name Assoc. Dean	Name of Faculty in-charge	NAAC Criteria	Criteria File	Supporting Faculty
Admissions (Independent in-charge)	Dr. Y P Obulesu, Professor-EEE	Ms. B. Sesha Sai Ratnamala Reddy(PG)	V	1. Registered Students for UG 2. Registered Students for PG	Ms. B. Sesha Sai Ratnamala Reddy
			VI	Student Admission Procedure UG, PG and Ph.D	Ms. B. Sesha Sai Ratnamala Reddy
			II	File for demand ratio for all programs of the department.	Ms. B. Sesha Sai Ratnamala Reddy
IT Services	Mr. Aluri Harsha	Mr. D. Satish Chandra /Ms. B. Sesha Sai Ratnamala Reddy	II	Updation of E-learning sites and ERP	Mr. D. Satish Chandra /Ms. B. Sesha Sai Ratnamala Reddy
			IV	Updation of department information in the website/Blogs	Mr. D. Satish Chandra /Ms. B. Sesha Sai Ratnamala Reddy
Physical Facilities & Maintenance	Mr P Vijayakumar, Construction	Mr. I.Siva Kishore	II	ATR's of laboratories/ Lab Development/Utilization of Software	Mr. I.Siva Kishore
			IV	ET facilities, Maintenance Indents	Mr. I.Siva Kishore
			IV	Layouts of the department	Mr. I.Siva Kishore
			III	Budget file for research (details of all expenditure including research) Heads of Expenditure , Financial Allocation, actual utilization	Mr. I.Siva Kishore
Strategic Development, Nationalization & Internationalization	Mr. P Prashanth kumar, Asst. Professor	Mr. Sunny Agarwal		Strategic Development, Nationalization & Internationalization	Mr. Sunny Agarwal
Library	Dr. T V Ramakrishna, Professor-ECE	Mr. G.Sri Harsha	IV IV V	1. Requirements books, journals to the central library 2. List of books , journals etc... in the department library 3. Library Committee	Mr. G.Sri Harsha
Publishing	Dr. M. Kameshwara Rao	Mr. G.Sri Harsha	IV VII	1. Souvenir 2. Department news letter	Mr. G.Sri Harsha/Ms. A. Monica

V. RESEARCH & DEVELOPMENT

Professor In-charge: Dr. T.Reshma ASSOC. Prof. CE

Name of Aspect	Name Assoc. Dean	Name of Faculty in-charge	NAAC Criteria	Criteria File	Supporting Faculty
Sponsored & Internal funded Research	Dr.B Jayakumar Singh – BT	Dr. T.Reshma	III	File on DST-FIST details	Dr. T.Reshma
			III	Project proposals sent by the faculty	Dr. T.Reshma
			III	Sanctioned projects	Dr. T.Reshma
Academic Research	Dr. K Ch. Sri Kavya – ECE	Dr. T.Reshma	III	Number of PHD's guided / guiding by the faculty	Dr. T.Reshma
			III	File on research awards/ incentives given by KLU to the faculty	Dr. T.Reshma
			III	Professional societies memberships-students, activities or research clubs	Mr N Sandeep Kumar
			III	Research Groups and minutes of the research group meetings	Group Heads
			III	Papers published by the faculty.	Dr.A.Siva Sankar
			III	Faculty registered for Ph.D	Dr.A.Siva Sankar
			III	Student Achievements (Extra Curricular, R&D)	Dr. Dinesh
			V	File on student details of Ph.D Thesis submitted	Dr.A.Siva Sankar
			III	Faculty Details As a member editorial board/ conference committee member	Dr. T.Reshma
			III	Faculty as a reviewer of Journals	Dr. T.Reshma
Consultancy	Dr. Vijayabhaskara Reddy-CSS	Mr. Santh Rao	III	Consultancy	Mr. Santh Rao/Mr. P.PhaniBhaskar
IPR & IIE	Dr K Rajasekhar – CSE	Mr. Jagadesh Kumar	II	Guest Lectures organized	Mr. M. Ravi Kumar
			III	File on incubation centre	Mr. Jagadesh Kumar
			III	Patents filed/ applied and/or accepted	Mr. Jagadesh Kumar
			III	Entrepreneurship Development Activities	Mr. Jagadesh Kumar
Excellency Centres & Collaborations	Mr. K Shyam Prasad - ME	Mr. K.J. Brahma Chari	III	Research lab Details	Mr. K.J. Brahma Chari
			III	File on MOU's	Mr. K.J. Brahma Chari
Extensions & Extramural	Dr. K.Subrahmanya m – CSE	Mr. Sunny Agarwal	III	Workshop / Conferences organized highlighting the name of eminent personalities.	Mr. I. Siva Kishore/Mr. Sunny Agarwal
			III	Extension programs organized/participated	Mr. K. Vijaya Krishna
			III	Conferences organized	Mr. I. Siva Kishore

VI. QUALITY

Professor In-charge: Dr. Dinesh Singh Asst .Prof CE

Name of Aspect	Name Assoc. Dean / Professor In-charge	Name of Faculty in-charge	NAAC Criteria	Criteria File	Supporting Faculty
IQAC & Certifications	Dr. D. Narasimha rao – ME / Mr. P Ratna Prasad, Asst. Professor-ME				
Audits	Dr. M Venugopala Rao – ECE / Dr. DBK Kamesh				Mr.P.Phani Bhaskar
Perception, Innovation & Best Practices	Dr. P Venkateswarlu – ME / Mr. A Praveen Krishna, Asst. Professor-CSE				

VII. FACULTY AND STAFF AFFAIRS

Professor In-Charge: Ms. K.Prasanthi Asst.Prof., CE

Name of Aspect	Name Assoc. Dean / Professor In-charge	Name of Faculty in-charge	NAAC Criteria	Criteria File	Supporting Faculty
Recruitment		Ms. K.Prasanthi	VII	Correspondence with HR department	Ms. K.Prasanthi
			IV	Amenities, List of faculty/Faculty Student Ratio(Faculty Affairs)	Ms. K.Prasanthi
			IV	List of staff	Ms. K.Prasanthi
Faculty and Staff Development & Faculty Empowerment		Ms. K.Prasanthi	VI	Welfare schemes adopted by KLU for employees.(FA)	Ms. K.Prasanthi
			VI	Minutes of the faculty meeting by HOD	Mr. K J Brahma Chari
			VI	Minutes of the staff meeting by HOD	Mr.P.Phani Bhaskar
			VI	Minutes of the year coordinators meeting by HOD	Mr. K. Shyam Chamberlin
			VI	All faculty meeting by the principal/proVC/VC /Chancellor/Management	Ms. K.Prasanthi /T.BalaKrishna
			VII	Best teacher awards and other faculty awards	Ms. K.Prasanthi
			VII	Best supporting staff awards	Ms. K.Prasanthi
			IV	Industrial training to the faculty and staff	Mr K Sreekanth
			III	Faculty deputed to conferences, workshops, ASC training programs etc...(Faculty Affairs)	Mr. K. Venkatesh
			II	Orientation lectures by the department	K Prasanthi / A Mounika
			III	Webinars organized/IUCEE	Ms. K.Prasanthi
			VI	Organogram and decision making processes	Ms. K.Prasanthi

B.Tech Programme Coordinator:

II Year Coordinator:

III Year Coordinator

IV Year Coordinator

M.Tech Programme Coordinator

RPAC Chairman

Research Group Heads:

Structures

Transportation and Geotechnical

Environmental and Water Resources

Mr P Venkatasarath

: Mr B G Rahul

: Mr. K.Shyam Chamberlin

: Ms. K.Prasanthi(SE), Ms .Ratna malla reddy (CTM).Mr. Naga chaitnya (EE) & Dr. Dinesh Singh (GST)

:Dr. A.Siva Sankar

: Mr.P.Poluraju

: Mr Dr. Sunil Ranjan Mohapatra

: Dr.T.Reshma

Professor In-charge for all NAAC files :

I. ACADEMICS

II. STUDENT AFFAIRS

III. PLACEMENTS & PROGRESSION

IV. PLANNING & DEVELOPMENT

V. RESEARCH & DEVELOPMENT

VI. QUALITY

VII. FACULTY AND STAFF AFFAIRS

NAAC Criteria File In-charges

: Dr. P.Polu Raju,

: Mr. K.Shyam Chamberlin

: Dr. Dinesh Singh

: Mr. Y. Himath Kumar

: Dr. T.Reshma

: Dr. Sanjeet Kumar

: Ms. K.Prasanthi

Note: NAAC Criteria In-charges are requested to handover the files to respective faculty and ensure that the file is updated in all aspects.

HOD-CE