



**Rajarajeswari College of Engineering**  
(An Autonomous Institute, Affiliated Visvesvaraya Technological University, Belagavi,  
Approved by AICTE, UGC & GoK, Accredited by ISO 9001-2015 Certified Institution  
Sponsored by: MOOGAMBIGAI CHARITABLE AND EDUCATIONAL TRUST  
**Department of Computer Science and Design**



**DEPARTMENT ADVISORY COMMITTEE (DAC) Meeting-II**

Academic Year 2024-2025(Odd Sem)

Minutes of Meeting

The meeting will be held 24-01-2025, in the Aryabhata seminar hall (first floor). The meeting will begin at 11:00 AM.

Sl.No	Name of the Faculty	Designation	Role
1.	Dr.M.Selvi	Professor & Head	Chairperson
2.	Mr.Shankar	Tekzow	Member (Industry)
3.	R.Sureshababu	Police Department-Ananthapur	Member (Parent)
4.	Pruthviraju.G	Pre Final Year CSD	Member (Student)
5.	Mrs.Malathi	Assistant Professor	Faculty
6.	Mrs.Rubithra	Assistant Professor	Faculty
7.	Mr.Achuthan S	Assistant Professor	Faculty
8.	Mr.Ghouse Pasha	Assistant Professor	Faculty

**Agenda of the Meeting**

1. Welcome and Introduction
2. Review of action taken on previous DAC resolutions.
3. Review of curriculum implementation and academic progress.
4. Discussion on student performance and mentoring effectiveness.
5. Review of laboratory facilities and utilization.
6. Review of CO-PO attainment and corrective measures.
7. Planning of academic and co-curricular activities.
8. Vote of Thanks

The meeting commenced with the welcome address by the Chairman, Dr. M.Selvi She briefed the members about the academic progress and objectives of the department.

- The committee also reviewed the progress of curriculum implementation across 3<sup>rd</sup> and 4<sup>th</sup> semester of 2024 scheme. ESC/AEC courses are discussed and finalised. It was resolved to ensure uniformity in syllabus coverage, lesson planning, and use of innovative teaching methodologies. Faculty members were advised to integrate case studies, simulations, and industry-based examples wherever possible.
- The committee discussed various measures to enhance the teaching-learning process. It was resolved to promote blended learning through ICT tools, NPTEL resources, and



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Learning Management Systems. Faculty members were encouraged to adopt outcome-based education practices effectively.

- The academic performance of students was reviewed in detail. The committee resolved to strengthen the mentoring system by conducting periodic mentor-mentee meetings. Special coaching and remedial classes shall be arranged for slow learners, and advanced training programs shall be offered to high-performing students.
- The committee reviewed the adequacy and utilization of laboratory facilities. It was resolved to update laboratory equipment, software tools, and experiment manuals wherever required. Proper maintenance records and lab utilization registers shall be maintained.
- The committee analyzed the CO-PO attainment levels. It was resolved to set realistic attainment targets and review them periodically. Based on the analysis, corrective actions such as tutorial classes, additional assignments, and internal assessments shall be implemented to improve attainment levels.
- The committee discussed faculty development activities. It was resolved to encourage faculty members to participate in FDPs, workshops, MOOCs, and certification programs. Faculty members shall also be motivated to publish research papers and apply for funded projects.
- The committee resolved to strengthen industry-institute interaction through expert lectures, industrial visits, internships, and collaborative projects. Industry experts shall be invited regularly to bridge the gap between academia and industry.
- The committee emphasized improving student employability. It was resolved to organize skill development programs, aptitude training, soft-skill workshops, and placement-oriented activities in collaboration with the placement cell.
- The committee reviewed departmental documentation practices. It was resolved to update DAC, PAC, BoS, curriculum, syllabus, and attainment reports on the department website regularly.
- The committee discussed stakeholder feedback obtained from students, alumni, parents, and employers.

  
**HoD-CSD**

Professor & HOD

  
**Dean-Academics**

  
**Principal**

Department of Computer Science & Design  
Rajarajeswari College of Engineering  
Bangalore - 560 074.