2019-20

ADITYA COLLEGE OF ENGINEERING

Approved by AICTE, Affiliated to JNTUK, Kakinada
Recognized by UGC under Section 2(f) of UGC Act, 1956
Aditya Nagar, ADB Road, Surampalem - 533 437, E.G.Dist., Ph: 99631 76662.

Ref: ACOE/Website/2019-20/Constitution   03-06-2019

NOTICE

The undersigned is pleased to constitute Website Committee with the following members for the academic year 2019-20 to suggest in improving the look and feel of the website and to maintain/update all the information related to institute.

S. No.	Name of the person	Designation	Role
1	Dr. A.Ramesh	Principal	Chairman
2	Dr.Pullela SVVS R Kumar	HOD(CSE)	Convener
3	Mr. V.Chandra Sekhararao	Assoc. Professor (CSE)	Coordinator
4	Mr. R.Nanda Kumar	Assoc. Professor (H&BS)	Member
5	Mr. Ch. Manoj	Asst. Professor (EEE)	Member
6	Mr. KaleshBusa	Asst. Professor (ECE)	Member
7	Mr. P.Hari Chandra Prasad	Asst. Professor (ME)	Member
8	Mr. Syed Nizamuddin Khadri	Asst. Professor (CE)	Member
9	Ms. G.Surya Kumari	IV year B. Tech. (CSE)	Student Member
10	Ms. ReethikaHaridasu	IV year B. Tech. (ECE)	Student Member
11	Ms. P.Padma sri	III year B. Tech. (ECE)	Student Member
12	Mr. S.Vinay Sankar	III year B. Tech. (CSE)	Student Member

PRINCIPAL

PRINCIPAL
Aditya College of Engineering
SURAMPALEM-533 437

ADITYA COLLEGE OF ENGINEERING
Approved by AICTE, Affiliated to JNTUK, Kakinada
Recognized by UGC under Section 2(f) of UGC Act, 1956
Aditya Nagar, ADB Road, Surampalem - 533 437, E.G.Dist., Ph: 99631 76662.

Ref: ACOE/Website/2019-20/1/Circular   10-06-2019

CIRCULAR

All the members of the Website committee are hereby informed that the meeting of the website committee will be held on 13ᵗʰ June 2019 (Thursday) at 3:45 PM at CSE Department seminar hall with the following agenda.

AGENDA

1) Review on Adding of new data or Modification of existing data in the website.
2) Review on changes to be made to the web pages in the website.
3) Review on improving the look and feel of the web site.
4) Any other point with the approval of the Chair.

Convener-Website Committee

PRINCIPAL

PRINCIPAL
Aditya College of Engineering
SURAMPALEM-533 437
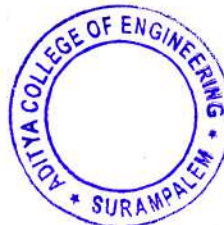
Cc to:

All members of Website Committee

ADITYA COLLEGE OF ENGINEERING

Approved by AICTE, Affiliated to JNTUK, Kakinada
Recognized by UGC under Section 2(f) of UGC Act, 1956
Aditya Nagar, ADB Road, Surampalem - 533 437, E.G.Dist., Ph: 99631 76662.

Ref: ACOE/Website/2019-20/1/Minutes   13-06-2019

MINUTES OF WEBSITE COMMITTEE
AY 2019-20

Date of meeting	13th June, 2019	Duration	3.30 PM to 4.30 PM
Venue	Seminar Hall, First floor, Ramanujan Bhavan		
Reference	ACOE/Website/2019-20/1/Circular dated 10th June 2019		

The meeting of Website Committee of Aditya College of Engineering held on 13th June 2019 with the following agenda:

1) Review on Adding of new data or Modification of existing data in the website.
2) Review on changes to be made to the web pages in the website.
3) Review on improving the look and feel of the web site.
4) Any other point with the approval of the Chair.

The meeting of Website Committee was commenced with the welcome note by Convner-Website Committee, Dr.Pullela SVVS R Kumar to all the members present. The Convener presented the agenda along with recommendations and requested the Chairman to throw light on the issues and the discussion was started. The points of the agenda were discussed and the resolutions were made.

The Chairman-Website Committee welcomed all the members to the meeting and appreciated everyone who worked for website maintenance and anticipated the same contribution in future also. Further, Chairman reviewed and discussed about the points of agenda.
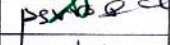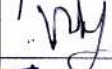
MINUTES AND RESOLUTIONS
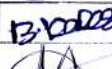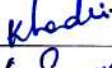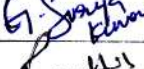
1) Members of the Committee suggested to change the colours in the web pages so as to improve look and feel of the website.

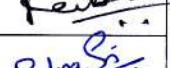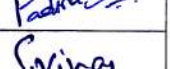2) All the Committee members are informed to monitor whether data is updated regularly in the website or not.

3) All the Committee members are informed to monitor whether data related to NSS Activities is updated regularly in the website or not.

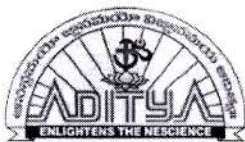4) It is decided by the Chairman and the members to display NIRF data on the Home Page of Website.

Finally, **The Chairman and the Convener** thanked all the members present for their dedication and commitment in maintaining the website uptodate.

The meeting was concluded with thanks to the Chair.

Members attended the meeting on 13th June 2019

S. No.	Name of the person	Designation	Role	Signature
1	Dr. A.Ramesh	Principal	Chairman	
2	Dr.Pullela SVVS R Kumar	HOD(CSE)	Convener	
3	Mr. V.Chandra Sekhararao	Assoc. Professor (CSE)	Coordinator	
4	Mr. R.Nanda Kumar	Assoc. Professor (H&BS)	Member	
5	Mr. Ch. Manoj	Asst. Professor (EEE)	Member	
6	Mr. KaleshBusa	Asst. Professor (ECE)	Member	
7	Mr. P.Hari Chandra Prasad	Asst. Professor (ME)	Member	
8	Mr. Syed NizamuddinKhadri	Asst. Professor (CE)	Member	
9	Ms. G.Surya Kumari	IV year B. Tech. (CSE)	Student Member	
10	Ms. ReethikaHaridasu	IV year B. Tech. (ECE)	Student Member	
11	Ms. P.Padma sri	III year B. Tech. (ECE)	Student Member	
12	Mr. S.Vinay Sankar	III year B. Tech. (CSE)	Student Member	

Ref: ACOE/Website/2019-20/SOP   13-06-2019

WEBSITE COMMITTEE
STANDARD OPERATING PROCEDURE (SOP)
AY 2019-20

1. The Aditya College of Engineering website showcases and communicates our vision and mission to the students, staff and the community.

2. The primary mission of the Aditya College of Engineering website is to provide access to up-to-date and well-organized information to students and the community about registration, classes, programs, events, services and information about the college.

3. The goals of the Aditya College of Engineering Website Committee are to:
   • Create and maintain a user-friendly website that is up-to-date, clearly organized and helpful to students and college staff
   • Addresses the need for the website and making it accessible to all users

4. In order to ensure that the Aditya College of Engineering website remains consistent, any proposals for changing core design elements, overall site organization or text on the Aditya College of Engineering website must be requested to the Co-ordinator via Department co-ordinators.

5. The decision to implement the proposed change will be discussed by the website committee and same is accepted/declined by the committee.

6. All web pages are stored on the web server. To ensure the security and integrity of the server, access will be granted to authorized Department co-ordinators only.

7. Department-wise Committee members will act as Department Co-ordinators for implementing any changes to the website.

8. Department co-ordinators will be responsible for uploading web pages related to the department to the web server and will be authorized to access only those directories for which they are responsible for maintaining.

9. Authorization for Department co-ordinators to access the web server must be requested through the supervising Administrator (co-ordinator).

10. Department co-ordinators should regularly review the web pages under their jurisdiction to ensure that they adhere to the Standard Operating Procedures.

Convener-Website Committee
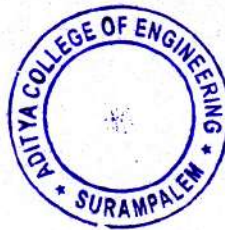
PRINCIPAL

PRINCIPAL
Aditya College of Engineering
SURAMPALEM-533 437

ADITYA COLLEGE OF ENGINEERING

Approved by AICTE, Affiliated to JNTUK, Kakinada
Recognized by UGC under Section 2(f) of UGC Act, 1956

Aditya Nagar, ADB Road, Surampalem - 533 437, E.G.Dist., Ph: 99631 76662.

Ref: ACOE/Website/2019-20/PerspectivePlan   13-06-2019

WEBSITE COMMITTEE 2019-20

PERSPECTIVE PLAN

| Sl. No.	Particulars	Frequency of Update
1	Faculty Achievements	Monthly
2	Student Achievements	Fortnight
3	Media Clippings	Everyday
4	Flash News	As and when Required
5	University/College Notifications, Exam Time Tables	As and when Required
6	Sliding Images	As and when Required
7	Major Modifications of Website	Once in a Semester
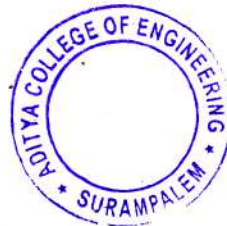
Convener-Website Committee   PRINCIPAL

PRINCIPAL
Aditya College of Engineering
SURAMPALEM-533 437
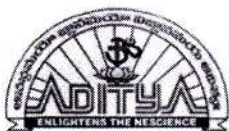
ADITYA COLLEGE OF ENGINEERING

Approved by AICTE, Affiliated to JNTUK, Kakinada
Recognized by UGC under Section 2(f) of UGC Act, 1956
Aditya Nagar, ADB Road, Surampalem - 533 437, E.G.Dist., Ph: 99631 76662.

Ref: ACOE/Website/2019-20/ActionTakenReport   06-04-2020

WEBSITE COMMITTEE 2019-20

ACTION TAKEN REPORT

Sl. No.	Particulars	Frequency of Update	Remarks
1	Faculty Achievements	Monthly	Updated Monthly
2	Student Achievements	Fortnight	Updated for every Fortnight
3	Media Clippings	Everyday	Updated Everyday
4	Flash News	As and when Required	Updated upon Requirement
5	University/College Notifications, Exam Time Tables	As and when Required	Updated upon Requirement
6	Sliding Images	As and when Required	Updated upon Requirement
7	Major Modifications of Website	Once in a Semester	Updated

Convener-Website Committee   PRINCIPAL

PRINCIPAL
Aditya College of Engineering
SURAMPALEM-533 437