

**2020-21**



# ADITYA COLLEGE OF ENGINEERING

Approved by AICTE, Permanently Affiliated to JNTUK & Accredited by NAAC  
Recognized by UGC under Sections 2(f) and 12(B) of UGC Act, 1956

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

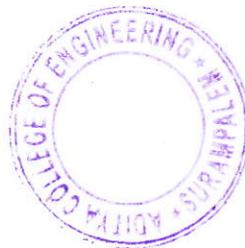
Ref: ACOE/Website/2020-21/Constitution

27-10-2020

## NOTICE

The undersigned is pleased to constitute Website Committee with the following members for the academic year 2020-21 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.G S N Murthy	HOD(CSE)	Convener
3	Mr. V.Chandra Sekhararao	Assoc. Professor (CSE)	Coordinator
4	Dr.Marxim Rahula Bharathi B	Assoc. Professor (ME)	Member
5	Mr. R.Nanda Kumar	Assoc. Professor (H&BS)	Member
6	Mr. Ch. Manoj	Asst. Professor (EEE)	Member
7	Mr.KaleshBusa	Asst. Professor (ECE)	Member
8	Mr. Syed NizamuddinKhadri	Asst. Professor (CE)	Member
9	Mr. M.S.Raghuram	IV year B. Tech. (ECE)	Student Member
10	Mr. Aditya Shasank P	IV year B. Tech. (CSE)	Student Member
11	Mr.Y.Vijaya Raju	III year B. Tech. (CSE)	Student Member
12	Ms. Padala Naga Lakshmi	III year B. Tech. (ECE)	Student Member



  
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Ref: ACOE/Website/2020-21/1/Circular

29-10-2020

## CIRCULAR

All the members of the Website committee are hereby informed that the meeting of the website committee will be held on 31<sup>st</sup> October 2020 (Saturday) at 3:45 PM at CSE Department seminar hall with the following agenda.

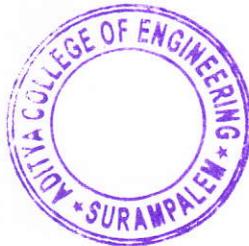
### AGENDA

- 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

Cc to:

All members of Website Committee



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Ref: ACOE/Website/2020-21/1/Minutes

31-10-2020

## MINUTES OF WEBSITE COMMITTEE AY 2020-21

Date of meeting	31 <sup>st</sup> October, 2020	Duration	3.30 PM to 4.30 PM
Venue	Seminar Hall, First floor, Ramanujan Bhavan		
Reference	ACOE/Website/2020-21/1/Circular dated 29 <sup>th</sup> October 2020		

The meeting of Website Committee of Aditya College of Engineering held on 31<sup>st</sup> October, 2020 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 Convener-Website Committee, Dr.G S N Murthy 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

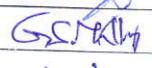
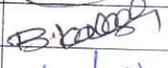
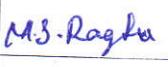
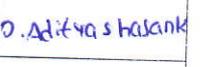
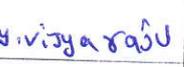
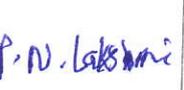
- 1) Members of the Committee suggested to change the Scrolling images and Flash News on the home page.
- 2) All the Committee members are informed to monitor whether data is updated regularly in the website or not.

- 3) All the Committee members are informed to monitor whether data related Academics, Departments is updated in the website or not.
- 4) It is decided by the Chairman and the members to display ARIIA 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 upto date.

The meeting was concluded with thanks to the Chair.

Members attended the meeting on 31<sup>st</sup> October, 2020

S. No.	Name of the person	Designation	Role	Signature
1	Dr. A.Ramesh	Principal	Chairman	
2	Dr.G S N Murthy	HOD(CSE)	Convener	
3	Mr. V.Chandra Sekhararao	Assoc. Professor (CSE)	Coordinator	
4	Dr.Marxim Rahula Bharathi B	Assoc. Professor (ME)	Member	
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Ref: ACOE/Website/2020-21/SO

31-10-2020

## WEBSITE COMMITTEE STANDARD OPERATING PROCEDURE (SOP) AY 2020-21

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



  
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Ref: ACOE/Website/2020-21/PerspectivePlan

31-10-2020

## WEBSITE COMMITTEE 2020-21

### 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



  
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Ref: ACOE/Website/2020-21/ActionTakenReport

08-04-2021

## WEBSITE COMMITTEE 2020-21 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



  
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