



# KAKATIYA INSTITUTE OF TECHNOLOGY & SCIENCE

Opp : Yerragattu Gutta, Hasanparthy (Mandal), WARANGAL - 506 015, Telangana, INDIA.

काकतीय प्रौद्योगिकी एवं विज्ञान संस्थान, वरंगल - ५०६ ०१५ तेलंगाना, भारत

కాకతీయ సాంకేతిక విజ్ఞాన శాస్త్ర విద్యాలయం, వరంగల్ - ५०६ ०१५ తెలంగాణ, భారతదేశము

(An Autonomous Institute under Kakatiya University, Warangal)

(Approved by AICTE, New Delhi; Recognised by UGC under 2(f) & 12(B); Sponsored by EKASILA EDUCATION SOCIETY)

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No. KITS/Acad/Circular/UG & PG/2022/80

Date: 05.04.2022

## CIRCULAR

Sub: **ALLOTMENT OF FACULTY FOR AUDIT COURSES (ACs)- OPEN ELECTIVES (OEs) - MANDATORY COURSES (MCs) -B.TECH, M.TECH AND MBA PROGRAMMES FOR A.Y. 2022 - 23 - Reg.**

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(i) **M.Tech/MBA PROGRAMMES:- ALLOTMENT OF FACULTY FOR AUDIT COURSES (ACs) & OPEN ELECTIVES (OEs)**

- The senior faculty, at Professors and Associate Professors level, are not allowed to take audit courses (ACs) & open electives (OEs) - M.Tech/MBA programmes.
- The faculty, at Assistant Professor level preferably having less than 05 years of experience, are allowed to handle audit courses (ACs) & open electives (OEs).

(ii) **B.Tech PROGRAMME:- ALLOTMENT OF FACULTY FOR MANDATORY COURSES (MCs)& OPEN ELECTIVES (OEs)**

- The senior faculty, at Professors and Associate Professors level, are not allowed to take mandatory courses (MCs) & open electives (OEs) - B.Tech programmes.
- The faculty, at Assistant Professor level preferably having less than 05 years of experience, are allowed to handle mandatory courses (MCs) & open electives (OEs).

(iii) **IDENTIFYING AND ARRANGING IN-HOUSE TRAINING TO FACULTY FOR HANDLING ACs, OEs & MCs:**

- HoDs have to identify the faculty members to handle ACs, MCs and OEs, as mentioned above, well before start of semesters and in-house training sessions are to be arranged with the help of senior faculty who have already handled those courses. In case of new ACs, OEs & MCs, training by external resource persons should be arranged.

DEAN, ACADEMIC AFFAIRS

To,

1. All HoDs, with a request for necessary action

**Copy to:**

1. The Secretary & Correspondent
2. The Principal
3. The AAC
4. The AO
5. Academic Section