



# VIGNAN'S INSTITUTE OF ENGINEERING FOR WOMEN

Approved by AICTE, New Delhi & Affiliated to JNTUK, Kakinada

## ANNUAL E-GOVERNANCE REPORT: 2018-19

E-Governance in the field of the educational sector has changed the way of administration. With the data and processes model of an educational Institution, makes the process easy, well-organized and error free. This is designed to make the system user-friendly, time saving and cost saving also. It helps in improving transparency, providing speedy information, dissemination, improving administrative efficiency and public service in all the aspects of education. The institution was successful in implementing the following services in this year.

S.NO	Name of the Service	Area of Operation
1	SMS Messenger System	To communicate with parents regarding their child's attendance and other performance information institution uses a SMS service. Also it is used to circulate information among the staff and stakeholders.
2	Website Developing	To provide video tutorials on engineering and its application, explanation of concepts, principles, software tutorials, video shows on interesting discussions. Moreover, it lists all the relevant engineering jobs related to various disciplines and locations.
3	Peoplelink Staffing	To provides a platform between management and staff , students for face to face interaction during conference, training & board that facilitate local or remote meetings, Also enable leaders with intuitive and high impact collaboration solution that helps them to take critical decisions.

The total expenditure incurred towards e- governance during the year 2018-19 is Rs 1,35,216.00



  
**PRINCIPAL**  
Vignan's Institute of  
Engineering for Women  
K.J. Peta, VSEZ (P.O.)  
Visakhapatnam.

# MINUTES

Minutes of the meeting of Governing Body  
of Vignan's Institute of Engineering for Women.  
held on 06.09.2018 at 10 A.M./P.M. at 3  
under the chairmanship of Shri Dr. C.D. Malleswari

S.No.	Name of the Person	Designation	Category
01.	Dr. C.D. Malleswari.	Chairman	Trust/Management
02.	Dr. L. Rathiah	Vice-chairman	Trust/Management
03.	Padma Bhushan Sri Dr. Y. Lakshmi Prasad	Member	Trust/Management
04.	Sri. K. Pavan Krishna	Member	Trust/Management
05.	Dr. V. Viza Saradhi	Member	Trust/Management
06.	Sri, Venkata Rayulu Bonam	Member	Industrialist

# BOOK

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Affiliation	Nature of Appointment	Signature.
Dr. Raja Ramana Distinguished Fellow, DRDO, ANURAG (Formerly OS & SC H. Director NSTL (Retd))	Trust/Management as per the Constitution of By- Laws with the chairman or President or Director as the Chair Person (5 Members)	
President & Correspondent, Lavu Educational Society Vignan Group.	-do-	
Former M.P, chairman Tana Shshna Samathan and Hindi Academy, A.p.	-do-	
CEO, Vignan Group of Educational Institutions, Visakhapatnam.	-do-	
Former Director, HPCL, Mumbai	-do-	
Delivery project Executive IBM India (P) Ltd. Hyd.	Nominated by the Management.	

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S.No	Name of the Person	Designation	Category
01.	Prof. P.V.G.D. Prasad Reddy	Member	Academician
08.	Sri. R. Bala Murugan	Member	AICTE Nominee.
09.	Dr. B. Subba Rao.	Member	Industrialist
10.	Smt. P. Aruna Kumari	Member	University (JNTUK) Nominee.
11.	Mr. B.K. Surya prakash	Member	State Government Nominee.
12.	Dr. J. Sudhakar	Member Secretary	Principal
13.	Prof. A. Sesha Rao	Member	Faculty Representative

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Affiliation	Nature of Appointment	Signature
Former Registrar Professor & HOD, Dept. of Computer Science & Systems Engineering A.U	Neighboring University	
South Regional officer, AICTE	Nominated by the AICTE	
Programme Director, SAMEER Centre for Electromagnetic Environmental Effects, Mini -stry of Electronics & Information Technology Visakhapatnam.	Nominated by the Management.	
Asst. Professor, Dept. of CSE UCE, JNTUK, Vizianagaram.	Nominated by the University.	
Principal, Govt. Polytechnic college, Anakapalli, VSKP.	Nominated by the State Government	
Principal, professor, Dept. of ECE, VIEWT	Ex-officio	
Sr. Professor, Department of CSE, VIEWT Visakhapatnam.	Nominated by the Principal.	

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## VIGNAN'S INSTITUTE OF ENGINEERING FOR WOMEN

(Approved by AICTE & Affiliated to JNTUK) Estd-2008  
ISO 9001: 2015, ISO 14001:2015. OHSAS 18001:2007 Certified Institution  
Kapu Jaggarajupeta, VSEZ Post, Visakhapatnam-530049 A.P

Minutes of Meeting of Governing Body held on 06.09.2018 at 10.30 A.M in the Board Room, Principal Office, VIEW, Visakhapatnam.

### Members Present

1	Dr. CD Malleswar	Chairman
2	Dr. L. Rathaiah	Vice-Chairman
3	Sri K Pavan Krishna	Member
4	Dr.V.Vizia Saradhi	Member
5	Sri.Venkata Rayulu Bonam	Member
6	Prof. P. V. G. D. Prasad Reddy	Member
7	Dr. B.Subba Rao	Member
8	Smt.P.Aruna Kumari	Member
9	Mr.B.K.Surya Prakash	Member
10	Dr.J.Sudhakar	Member Secretary
11	Prof.A.Sesha Rao	Member

The following members have requested for leave of absence expressed their inability to attend meeting.

S.No.	Name of the person	Designation
1	Padma Bhushan Sri. Dr. Y Lakshmi Prasad	Member
2	Sri. R.Bala Murugan	Member

The meeting was initiated with the welcome note by Chairman of Governing Body of VIEW, Dr CD Malleswar. He expressed confidence in getting the cooperation and support from other members of the Governing Body in effective discharge of his duties. He gave the opening remarks by introducing new JNTUK nominee Smt.P.Aruna Kumari, Asst. Professor, Dept. of CSE, UCE, JNTUK, Vizianagaram and spoke about important developments that took place in the College, placement record, overall results of the college and appreciate the faculty members for their efforts in achieving the excellent results in UG and PG courses.

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The Chairman requested Principal Dr.J.Sudhakar to present the agenda notes for discussion.

Principal welcomed Smt.P.Aruna Kumari, who has been recently nominated by the JNT University, Kakinada as University nominee to the Governing Body.

The following items are discussed and the corresponding resolutions are adopted:

### Item-1 Confirmation of the minutes of the earlier meeting held on 22.12.2017

The minutes of the meeting of the Governing Body held on 22.12.2017 were circulated to all the members for their comments. As there were no comments, it was declared that the minutes were confirmed.

### Resolution No. VIEW/GBM/4/2018/1

The Governing Body resolved to approve the minutes of the meeting held on 22<sup>nd</sup> December 2017. Governing Body recommended the institute in the previous meeting to undertake the following:

1. Apply for NAAC Accreditation followed by permanent affiliation and 2(f) and 12(b)
2. Recruitment of Staff with Ph.D
3. Approved to Introduce of Means Scholarship Scheme and release notification in the month of January 2018.
4. Information and Communication Technology (ICT) Class Rooms
5. Approved for Renovations to Seminar Hall, Completion of Construction of a Canteen building
6. Approved to Change the transformer and conversation from LT to HT with 400KVA

### Item-2 Report by the Principal on the progress of the College during the Academic Year 2017-18

Principal gave a Power point presentation on various activities of the college since the last Governing Body meeting. Copy of the same was perused by the members and approved.

### Resolution No. VIEW/GBM/4/2018/2.1

The Governing Body resolved to express its satisfaction upon the admissions into B.Tech., and M.B.A. for the academic year 2018-19 under the prevailing conditions, and suggested to take necessary steps for improvement of admissions in M.Tech.

### Resolution No. VIEW/GBM/4/2018/2.2

The Governing Body reviewed the results of UG and PG programmes and expressed its happiness over the performance.

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## Resolution No. VIEW/GBM/4/2018/2.3

The Governing Body noted and placed on record its happiness about the University First Place in JNTUK first year results with 78.54 per cent.

## Resolution No. VIEW/GBM/4/2018/2.4

The Governing Body is pleased to note that 144 out of 266 eligible students are placed as on date in different organizations during the academic year 2017-18.

## Resolution No. VIEW/GBM/4/2018/2.5

The Governing Body noted with pleasure that 3 faculty are awarded Ph.D. It is also noted that 4 faculty members submitted their Ph.D. theses and 15 faculty members pursuing Ph.D. The governing Body congratulated their effort and promised continued support to faculty in such efforts.

## Resolution No. VIEW/GBM/4/2017/2.6

The Governing Body while expressing its satisfaction about the publications by the faculty suggested the administration to encourage the faculty for more publications in reputed journals and conferences.

## Resolution No. VIEW/GBM/4/2018/2.7

The governing Body expressed its satisfaction that the students are actively participating in co-curricular, sports, social, ethical, cultural and other activities. Also expressed their happiness for achieving first place in JNTUK Central Zone Kho-Kho and third place in volleyball completion.

## Item-3 Ratification of selected faculty and approval for fresh recruitment.

A report on faculty selections made and requirement of faculty for the academic year 2017-18 is circulated to the members of the Governing Body. After perusal of the report by the members, the following resolutions are made:

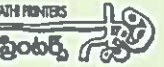
## Resolution No. VIEW/GBM/4/2018/3.1

- The Governing Body noted with satisfaction that the services of 91 existing faculty are ratified 10 new faculty are selected through the interviews conducted by JNTU-Kakinada.
- The Governing Body resolved to convey it's thanks to the JNT University-Kakinada for arranging faculty selections/ratification of services of existing faculty

## Resolution No. VIEW/GBM/4/2018/3.2

The Governing Body noted that 10 new faculty joined during this period through University selections and College level selections.

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## Resolution No. VIEW/GBM/4/2018/3.3

The Governing Body authorized the Chairman, Governing Body to recruit the additional faculty required.

## Item-4 Income and expenditure status for the financial year 2017-18

The Principal sought permission from the members of the Governing Body to circulate the income and expenditure for the financial year 2017-18 later as the accounts are to be finalized.

## Resolution No. VIEW/GBM/4/2017/4.1

The Governing Body resolved to permit the Principal to circulate the income and expenditure under autonomous status for the financial year 2017-18 later as the accounts are to be finalized.

## Item-5 Budget Allocation for the financial year 2018-19

The proposed budget for the financial year 2018-19 as prepared by the Finance Committee is circulated to the members.

## Resolution No. VIEW/GBM/4/2017/5.1

The Governing Body approved the proposed budget for the Academic year 2018-19 as prepared by the Finance Committee. The allocation of Budget is:

Institutional Level : 14,49,65,000/-

Department Level: ECE: Rs.2,11,08,000/-; CSE: Rs.2,01,61,000/-; EEE: Rs.1,15,41,000/-;

IT: Rs.53,79,000/-; ME: Rs.46,11,000/-; /-; BS&H: Rs.1,57,42,000/-; MBA: Rs.60,22,000/

Library: Rs.8,10,000/-; E-Governance: Rs.1,50,000/-; Faculty Development Charges:

Rs.2,00,000; Student welfare Rs.15,00,000

## Item-6 Proposals for the Approval of Governing Body

## Resolution No. VIEW/GBM/4/2018/6.1

The Governing Body resolved to approved the proposal of NAAC Accreditation application process followed by permanent affiliation and 2(f) and 12(b) and suggested to to take necessary steps to apply for NAAC Accreditation.

## Resolution No. VIEW/GBM/4/2018/6.2

The Governing Body resolved to approve the proposal of Recruitment of Professors with Ph.D in CSE, ECE & EEE Departments to maintain at least One Professor in each Department as per guidelines of JNTUK.

## Resolution No. VIEW/GBM/4/2018/6.3

Approval is accorded for Introduction of Means Scholarship Scheme to economically backward student.

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## Resolution No. VIEW/GBM/4/2018/6.4

The Governing Body approved the proposal of the following infrastructure additions for the academic year 2018-19 and approved the required funds for:

- Renovations to Seminar Hall
- Construction of Open Auditorium with sponsorship

## Resolution No. VIEW/GBM/4/2018/6.5

Approval is accorded to construct separate hostel block for women's in VIEW campus to overcome the accommodation problems in present Hostel.

## Resolution No. VIEW/GBM/4/2018/6.6

Approval is accorded to construct Arch at main road near to STBL Projects and Portico at main entrance to overcome the problems in rainy season.

## Resolution No. VIEW/GBM/4/2018/6.7

Approval is accorded to construct Two & Four wheeler parking shed in VIEW campus as per the request raised by the students and staff.

## Item-7 Recommendation of Governing Body Members:

Subsequently, after detailed deliberation on various issues the Governing Body collectively suggested the following measure and actions for improving the functioning of the college.

### 7.1 Recommendation of Governing Body Chairman Dr.C.D.Malleswar

- He suggested to arrange guest lectures by adjunct faculty during Saturdays and Sundays.
- He suggested to encourage the students for startups and entrepreneurship.
- He suggested that the students should acquire the skills which are required to the companies/industries to meet the challenges in competitive market.

### 7.2 Recommendation of Vice-Chairman of Governing Body-Dr.L.Rathaiah

- He suggested to go for NBA instead of NAAC
- He suggested to introduce Value Added Programmes to UG and PG students to enhance the system knowledge
- He advised to recruit at least 1 doctorate in each department from IITs/NITs to get good research output.
- He suggested improving the admissions of EEE and Mechanical Engineering by promoting scope of the courses in class room itself.

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- He expressed that due to present market scenario, many B. Tech and M. Tech graduates will turn towards teaching. So, the aforementioned course might be useful for the students' future.
- He suggested to give special incentives to staff who endured excellent results in the academic year 2017-18
- He suggested organizing Faculty Development Programme on NBA Accreditation.
- He advised to not offer any research honorarium for paid publications in journals.

### 7.3 Recommendation of Dr. P. V. G. D. Prasad Reddy:

- He suggested to arrange guest lectures with adjunct faculty from NITs & IITs those who are less than 70 years age.
- He appreciate the results of EEE Department as it's crucial to get the high results in EEE in the present scenario.
- He suggested to place the direction boards in the campus.
- He suggested to improve the workshops and faculty publication in Scopus Indexed Journals.
- He suggested to encourage the newly joined faculty to target for quick completion of Ph.D
- He suggested to prepare staff appraisal policy for the academic year 2018-19 and create awareness on the policy to all staff for effective results.

### 7.4 Recommendation of Sri.Venkata Rayulu Bonam:

- He suggested to arrange on campus drives in association with APITA.
- He opined that only training will not help students, the faculty should train the students in in-debth programmes.
- He suggested to encourage the students for more certification programmes.
- He suggested to do an innovative projects by IV B.Tech students with help of the faculty.
- He expressed his unhappiness about the programme writing by the CSE and IT students of Engineering Colleges and suggested to improve the programme writing skills of the students.

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## 7.5 Recommendation of Dr. B.Subba Rao:

- He said that the faculty should feel that the teaching is passionate to every faculty.
- He opined that every student should have knowledge on fundamentals of core subjects.
- He suggested to encourage the students for startups and advised to create awareness among the students about the Government schemes and subsidies for startups.
- He expresses happiness upon the retention of staff members by providing them ample facilities.

## 7.6 Recommendation of Smt.P.Aruna Kumari

- She suggested to improve the MoU's with industries and try to have MoU's with JNTUK to improve the placements.
- She advised the faculty to do NPTEL Certificate Programmes.
- She opined that the counseling of students will help for great results in academic and placements.
- She enquired about the progress of women protection cell and advised to increase the activities under the cell.
- She suggested to send more faculty for Faculty Development Programmes/Workshops and Conferences which are organizing by reputed institutions like NITs,IITs.

## Item-8 Any other item

Considering the feedback received from stakeholders, principal sir submitted presentation on curriculum gaps in R16 regulation (Annexure-1) of all departments to JNTUK nominee Smt.P.Aruna Kumari and requested to consider the same during BOS meeting of JNTUK for upcoming regulation.

## Item-9 Vote of Thanks by the Principal

Principal Dr.J.Sudhakar thanked all the members for sparing their valuable time and offering valuable suggestions. He requested for their continued cooperation and support in future also.



  
(Dr.Sudhakar Jyothula)

Member Secretary & Principal

PRINCIPAL  
Vignan's Institute of  
Engineering for Women  
K.J. Peta. VSE7 / P O 1

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M/s Jain Infotech  
Above Sree Jain Brothers,  
Srikanthi Theatre Lane,  
Jain Temple Road  
Visakhapatnam- 530 002, INDIA  
Ph : 91 - 891 - 2755103  
E-Mail : support@bookandhost.net  
Website : www.bookandhost.com  
GSTIN : 37ALAPJ0091R1ZS

### Tax Invoice #70905

Invoice Date: 15/10/2018

Due Date: 15/10/2018

#### Invoiced To

VIGNANS INSTITUTE OF ENGINEERING FOR WOMEN  
ATTN: VIGNANS INSTITUTE OF ENGINEERING FOR WOMEN VIEW  
KAPUJAGGARAJUPETA  
VSEZ POST  
VISAKHAPATNAM, Andhra Pradesh, 530049  
India

Description	Total
Website Designing	Rs 11,800.00 INR
<b>Sub Total</b>	<b>Rs 11,800.00 INR</b>
18.00% Goods and Service Tax	Rs 0.00 INR
Credit	Rs 0.00 INR
<b>Total</b>	<b>Rs 11,800.00 INR</b>



*3202*  
19/10/18

*3202*  
PRINCIPAL  
Vignans Institute of  
Engineering for Women  
K.J. Peta, VSEZ (P.O.)  
Visakhapatnam-49



**Tax Invoice**

<b>Kite Info Solutions</b> 6-3-343/4, Near CVK One BALAPUR, Hyderabad -34 E-Mail kiteinfosolutions@gmail.com GST: 36AWNPR0736K1Z1 STATE: 36	Invoice No. <b>KIS/18-19/032</b>	Dated <b>14-JULY-2018</b>
	Mode/Terms Of Payment	Supplier's Ref.
<b>Vignan's Institute of Engineering for Women</b> Kapujagaraju peta, Vadlapudi post Backside of VSEZ, Visakhapatnam, Andhra Pradesh 530046 STATE: 37 GST:	Terms of Delivery	

Sl.No	Service/Goods Description	Quantity	Rate	Amount	CGST		SGST		IGST		Amount
					%	Rs.	%	Rs.	%	Rs.	
1	Advertising Agency (Digital Marketing) SAC: 998319										
	sms service	1,00,000	0.1949	19,491					18	3,508	23,000.00
				<b>Total</b>	<b>19,491</b>					<b>3,508</b>	<b>₹23,000.00</b>

Amount Chargeable (in words)

**INR Twenty Three Thousand Only**

Service Tax No.: AWNPR0736KSD001

PAN: AWNPR0736K

Declaration:

We declare that this invoice shows the actual price of the goods described and that all are true and correct.

Bank A/C Details:

**Kite Info Solutions**

HDFC A/C NUM: 50200000789365

IFSC: HDFC0000642

E & O E

Total Amount Before GST	19,491.00
Add: CGST	
Add: SGST	
Add: IGST	3,058.00
Total Amount: GST	3,058.00
Total Amount After GST	23,000.00

For Kite Info Solutions.

Authorised Signatory



**PRINCIPAL**  
Vignan's Institute of  
Engineering for Women  
K.J. Peta, VSEZ (P.O.)  
Visakhapatnam-49

*Handwritten notes:*  
Adopted  
- 21.07.2018

*Handwritten signature and date:*  
21/7/18

Credit Tax Invoice

(ORIGINAL FOR RECIPIENT)

<b>Energy Square 18-19</b> Flat No 201, 2nd Floor Visaram Towers, Waltairuplands Visakhapatnam-530002 GST No: 37AFSPN0215P1ZX GSTIN/UIN: 37AFSPN0215P1ZR State Name : Andhra Pradesh, Code : 37 Contact : 93916 31122 E-Mail : dev@ploneer1986.com	Invoice No. <b>18-19/050</b>	Dated <b>24-Feb-2019</b>
	Delivery Note <b>18-19/062</b>	Mode/Terms of Payment
<b>Buyer</b> <b>The Chairman</b> Lavu Educational Society C/o.Vignan Institute of Engineering for Womens Duvvada Visakapatnam State Name : Andhra Pradesh, Code : 37.	Supplier's Ref.	Other Reference(s)
	Buyer's Order No.	Dated
	Despatch Document No.	Delivery Note Date <b>24-Feb-2019</b>
	Despatched through	Destination
Terms of Delivery		

Sl No.	Description of Goods	HSN/SAC	Quantity		Rate	per	Disc. %	Amount
			Shipped	Billed				
1	<b>Peoplelink Icam WHD 1080 12X USB-EN</b> <i>People Link Quardo with Extension Mics                      Material Onsite Delivery &amp; Installation                      Charges Including Necessary Cables Updo 1hr</i>	85250090	1 Numbers	1 Numbers	85,098.00	Numbers		85,098.00
	<b>Cgst 2.5%</b>				2.50	%		7,658.84
	<b>Sgst 2.5%</b>				2.50	%		7,658.84
<b>Total</b>			1 Numbers	1 Numbers				₹ 1,00,416.00

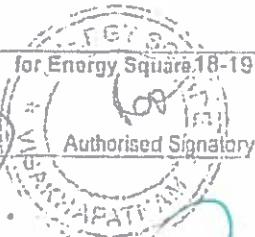
Amount Chargeable (in words)

One Lakh Four Hundred Sixteen Rupees Only

E. & O.E

**Declaration**

1) Goods once sold will not be accepted back. 2) Our responsibility ceases from the moment the goods leave out premises/warranty lapses and no claim for breakage will be accepted. If not mentioned otherwise. 3) Interest @ 24% will be charged on bill if not paid on due date



*Installed in Room 201 & working successfully.*

This is a Computer Generated Invoice



**PRINCIPAL**  
 Vignan's Institute of Engineering for Women  
 K.J. Peta, VSEZ (P.O.)  
 Visakhapatnam-49

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