

MINUTES

Minutes of the meeting of Governing Body
of Vignans Institute of Engineering & Technology
held on 05.06.2017 at 10.30 AM P.M. at 3
under the chairmanship of Dr. S. R. Raghavaiah

S.No	Name of the Person	Designation	Category
01	Dr. C. M. S. Mallavar	Chairman	Ex. Director DRDO, -wished Fellows, ANURAG, DRDO
02	Dr. S. R. Raghavaiah	Member	Trust/Management
03	Padma Bhushan	Member	Trust/Management
04	Dr. S. Lakshmi Prasad	Member	Trust/Management
05	Dr. K. P. Prasad	Member	Trust/Management
06	Dr. N. Visia Damodhi	Member	Trust/Management
07	Mr. Venkata Rajulu	Member	Industrialist
08	Mr. P. V. G. D. Prasad Reddy	Member	Academician

BOOK

1. General Body, Working Committee, Sub-Committee or Board, as the case may be
2. The name of the Union, Company, Society or the Body, as the case may be
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4. At the end of the minutes Chairman or President of the meeting and the Secretary to sign while mentioning the number of corrections made in recording the minutes of the meeting

Signature	Designation	Signature
	Trust/Management as per the constitution of	
	By-Laws with the Chair- man or president or Director as the Chair person (5 members)	
	President & Correspondent	
	Lavu Educational Society, VIGNAN Group	
	Former M.P, Chairman, Jana Silshma Samsthan & Hindi Academy, A.P	
	CEO, VIGNAN Group of Educational Institutions, Visakhapatnam	
	Former Director, HPCL, Mumbai	
	Delivery Project Executive Nominated by the IBM India CP2 Ltd. Management Hyderabad	
	Former Registrar, Professor in CSE, Andhra University Visakhapatnam	

MINUTES

Minutes of the meeting of Governing Body
of Vignani Institute of Engineering & Technology
held on 06.05.2017 at 11.30 A.M./P.M. at
under the chairmanship of Shri Dr. V. Reddy

Siva Kumar of the Government Organisation College

Dr. M. Venkatesh Murthy Member Industrialist

Dr. P. Bala Murugan Member AICTE Nominee

Dr. B. Krishna Rao Member Industrialist

Dr. S. Srinivasa Member University (INITUK)
Nominee

Dr. B. K. Chandra Member State Government
Nominee

Dr. M. Murali Member Prinicipal
Secretary

Prof. of Deba Das Member Faculty Representative

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Signature of Chairman Secretary

Head Project Manager E&S, Kambhatla by the
Info Tech Pvt. Ltd, V&EZ Management
Visakhapatnam

South Regional officer Nominated by the
AICTE

Programme Director,
SAMEER - Centre for Electro

magnetic Environmental Effects Nominated by the
Ministry of Electronics & Information Management
Technology, Visakhapatnam

Asst. Professor, Dept. of IT, Nominated by the
UCE, INITUK, Vizianagaram University

Prinicipal, Govt. Polytechnic Nominated by the
College, Anakapalli, VSKP State Government

Prinicipal & Professor, Dept. of

MBA, V&E, Visakhapatnam Ex-officio

Sr. Professor, Department

of CSE, V&E, Nominated by the
Visakhapatnam Prinicipal

MINUTES

Minutes of the meeting of Governing Body
of Vignans Institute of Engineering & Technology
 held on 05.03.2016 at 10.50 AM/PM and
 under the chairmanship of Sri Dr. L. Rathiah



VIGNAN'S INSTITUTE OF ENGINEERING FOR WOMEN
 (Approved by AICTE & Affiliated to JNTUHS) East-2008
 Kapra Jaggarajpetta, VSEC Road, VISAKHAPATNAM-530019 A.P.

Minutes of Meeting of Governing Body held on 06.06.2017 at 10.30 A.M in the Board Room,
 Principal Office, VEW, Visakhapatnam.

Members Present

No.	Name	Designation
1	Dr. L. Rathiah	Vice-Chairman
2	Padma Bhushan Sri.Dr. Y.Lakshmi Prasad	Member
3	Sri.K. Pavan Krishna	Member
4	Dr. V. Xizia Suresh	Member
5	Sri.Venkata Gayatri Bonam	Member
6	Prof. B. V. G. D. Prasad Reddy	Member
7	Ms.Srikanth Namidigam	Member
8	Dr. B. Subba Rao	Member
9	Dr. G. Madhavi	Member
10	Mr.B.K. Surya Prakash	Member
11	Dr.S.M.Murali Krishna I/c Principal	Member Secretary
12	Prof.A.Seshia Rao	Member

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

1. Dr. CID Marleswar
2. Sri. R.Bala Murugan

At the outset Dr.L.Rathiah, Vice-Chairman welcomed all the members of Governing Council to the Meeting. 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 and spoke about important developments that took place in the College, construction of new academic block, New Canteen, 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.

The Vice-Chairman requested I/c Principal to present the agenda notes for discussion. Principal welcomed Sri.B.K.Surya Prakash, who has been recently nominated by the State Government as Govt. 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 05.03.2016
 The minutes of the meeting of the Governing Body held on 05.03.2016 were circulated to all the members for their comments. As there were no comments, it was declared that the minutes were confirmed.

Resolution No. VEW/GBM/2017/1
 The Governing Body resolved to approve the minutes of the meeting held on 5th of March, 2016.

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Item-2 Report by the Principal on the progress of the College during the Academic Year 2016-17

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. VEW/GBM/2017/2.1

The Governing Body resolved to express its satisfaction upon the admissions into B.Tech. and M.Tech. for the academic year 2016-17 under the prevailing conditions, and suggested to take necessary steps for improvement of admissions in M.Tech.

Resolution No. VEW/GBM/2017/2.2

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

Resolution No. VEW/GBM/2017/2.3

The Governing Body noted and placed on record its happiness about the University First Place in JNTUHS First year results with 71.15 per cent. The Governing Body is pleased to note that 94 per cent of 365 students are achieved first class with distinction.

Resolution No. VEW/GBM/2017/2.4

The Governing Body is pleased to note that 273 out of 315 eligible students are placed as on date in different organizations during the academic year 2016-17. The Governing Body noted with great satisfaction over the performance of two students excelled in Microsoft with annual package of 9.78 lakhs and one student excelled in Infosys with annual package of 12 lakhs.

Resolution No. VEW/GBM/2017/2.5

The Governing Body is overwhelmed with happiness for achieving 3 Prothiba Awards from JNTUHS which were presented in the academic year 2016-17 for the achievement of the academic year 2015-16.

Resolution No. VEW/GBM/2017/2.6

The Governing Body recognized the efforts of the faculty in getting research projects worth Rs.32.58 lakhs from Science and Engineering Research Board (SERB), Department of Science and Technology (DST) and expressed happiness over the progressive mindset of the faculty.

Resolution No. VEW/GBM/2017/2.7

The Governing Body noted with pleasure that 4 faculty are awarded Ph.D. It is also noted that 7 faculty members submitted their Ph.D. theses and 18 faculty members pursuing Ph.D. The governing Body congratulated their effort and promised continued support to faculty in such efforts.

Resolution No. VEW/GBM/2017/2.8

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. VEW/GBM/2017/2.9

1. The Governing Body complimented the staff for conducting Training Programmes, Workshops etc. for faculty and students.

11. The Governing Body noted that nearly 30 faculty of the College attended short-term courses, training programmes, workshops, etc. organized by other institutions which include IITs/NITs/IIITs.

Resolution No. VEW/GBM/2017/2.10

The Governing Body expressed its happiness about revision of pay structure of faculty as per the recommendations of 6th Pay Commission of AICTE.

MINUTES

Minutes of the meeting of Executive Body
of Virginia State of Engineering & Surveying
held on 26 October 2017 at 11:00 AM in Room 401
under the presidency of the A. J. Coltrane

Resolution No. 1717 (CRME 2017-11)

The governing body expresses its satisfaction that the students are actively participating in an activities program, social, cultural, athletic and other activities. Also expressed their support for Resolution No. 1718 (CRME 2017-12)

The governing body was asked to know that a number of distinguished practitioners visited the College and made thoughtful comments about the College.

A report on faculty activities made and requirements of faculty for the students was 2016-17 is presented to the members of the governing body when present at the report by the members.

The following resolutions are made:

Resolution No. 1718 (CRME 2017-12)

1. The governing body voted with satisfaction that the university of existing faculty are well qualified by their academic and 15 new faculty are selected through the university.

2. The governing body resolved to support 27 students in the 2017 University Entrance for the governing body.

3. The governing body voted that 18 new faculty joined during the period through 15 months and 18 months from 2017-18.

Resolution No. 1719 (CRME 2017-13)

The governing body authorized the Chairman (governing body) to assign the additional faculty required.

Financial Income and expenditures status for the financial year 2016-17

The principal sought permission from the members of the governing body to examine the accounts and expenditure for the financial year 2016-17 same as the accounts for the financial year 2015-16.

The governing body resolved to permit the principal to examine the income and expenditure under various heads for the financial year 2016-17 same as the accounts for the financial year 2015-16.

The principal budget for the financial year 2017-18 is prepared by the Finance Committee is attached to the members.

Resolution No. 1720 (CRME 2017-14)

The governing body approved the proposed budget for the academic year 2017-18 as prepared by the Finance Committee.

Forward Proposals for the Approval of Governing Body

Resolution No. 1721 (CRME 2017-15)

The governing body resolved to approve the proposal of N.A.M. Academic activities program followed by permission approval and 2017 and 2018 and suggested to be taken into account to apply the N.A.M. Academic.

Resolution No. 1722 (CRME 2017-16)

The governing body resolved to approve the proposal of Resolution of N.A.M. Academic activities at least two documents in each Department.

Resolution No. 1723 (CRME 2017-17)

Approved to be implemented of N.A.M. Academic activities to maintain students of outstanding performance.

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Resolution No. 1724 (CRME 2017-18)

The governing body approved the proposal of implementation of HRD policy. To create a constructive relation for encouraging the faculty to undertake cutting-edge research and to produce quality output.

Resolution No. 1725 (CRME 2017-19)

Approved to examine for adding the following resolutions in every policy from the members: 2017-18 to all permission applications.

- a. Medical leave
- b. Parental leave
- c. Special casual leave

Resolution No. 1726 (CRME 2017-20)

The governing body approved the proposal of the following administrative address for the academic year 2017-18 and approved the required funds for:

- a. Recruitment to various posts
- b. Completion of construction of A.C. system building
- c. Construction of 1000 sq. ft. block of separate block for I.T. block

Resolution No. 1727 (CRME 2017-21)

Approved to establish a College International Conference on Mathematical Applications in Computing and Statistics in the department of Pure Science and Mathematics in the academic year 2017-18 and approved of the required funds.

Resolution No. 1728 (CRME 2017-22)

Approved to be formed by finance committee, the various committees for Planning and Finance Committee (PFC), Administrative Special Committee (ASC), Examination Committee (EC), Admission Committee (AC), Library Committee (LC), Student Welfare Committee (SWC), Extra-curricular Activities Committee (EXAC), Academic Audit Committee (AAC), and other committees. i.e. College Management Committee (CMC), Public Perception Committee (PPC), College Development Committee (CDC), P.O.A. committee (POA), UG Examination (UEC), Department Development Committee (DDC), Hostel Management Committee (HMC), Self-Regulating Committee (SRC), Purview Committee (PC), Research Committee (RC), Training & Placement Committee (TPC), Faculty Recruitment Committee (FRC) and various committees.

Resolution No. 1729 (CRME 2017-23)

Subsequently, after detailed deliberation on various issues, the governing body unanimously suggested the following matters and actions for improving the functioning of the college:

1.1 Recommendations of Vice-Chairman Dr. L. Anitha

- To advised to senior members of 7 departments in each department to get good quality of education and research output.
- To requested to give such instructions to the faculty members who conducted more than six per cent of marks in each semester.
- To advised to provide two CRT classes to the newly students who are not able to pay the CRT fees.
- To suggested to introduce certified courses in such branch to get more effectiveness in the various areas.

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- He suggested building industry-academia relationship by having a tie up with an outstanding company by identifying two groups exclusively for securing projects and doing research respectively.
 - He proposed to recruit a dedicated team to get funding. This team has the responsibility of getting the projects.
 - 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 the importance of publicity which plays a crucial role in present global market. He insisted that the points like highest attendance, Highest Marks, Least Failures, Highest Placements and Highest Percentage of Pass to be highlighted about Vignani.
 - He suggested to conduct Faculty up-graduation programme and be insisted that teaching has to be more creative and attractive to the students.
 - He has acknowledged all the points addressed by Governing Body Vice-Chairman Dr. L. Rallabandi.
 - He advised to increase the Professor ratio in all branches of B.Tech so that the students will get more and more knowledge in all parameters.
 - He suggested to motivate the students of Intermediate and other colleges by conducting Quizzes and other activities related to the survey of best college in Visakhapatnam through Rotary Club or Lions Club.
 - He advised to increase the admission in Mechanical Engineering by creating awareness on Mechanical Engineering importance in women students.
 - He advised not to over pump the faculty from IITs and NITs which will spoil the work atmosphere and make other staff members feel apprehensive.
- 7.2 Recommendation of Dr. P. V. G. D. Prasad Reddy:**
- He suggested to conduct guest lectures by inviting adjunct professors from industry at least 6 days in a semester.
 - He suggested to maintain atleast 2 seminar halls in college campus as per AICTE norms.
 - He suggested to recruit at-least one docente in each branch from NIT IIT for good teaching and research output.
 - He advised to elaborate the library and cartesian infrastructure.
 - He suggested to give cash prizes or incentives to students who are having more than 90 percent attendance in each semester.
 - He advised to establish a separate attendance cell in the college for monitoring attendance of students as well as communicate to the parents.
 - He advised to ask alumni students' sponsorship to the students who are not undergone the CRT classes due to financial problems.
 - He suggested to improve the faculty participation in FDPs and workshops.
- 7.4 Recommendation of Sri Venkata Kavyula Boonam:**
- He suggested to recruit faculty with industry experience. So that the students will acquire practical exposure about recent trends.
 - He advised the faculty to improve their knowledge in industry related areas along with academia by attending project based industrial training programmes.

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- He suggested the faculty to train up the students to meet the industry requirements in the present scenario
- 7.5 Recommendation of Dr. V. Vignu Saranithi:**
- He suggested to implement biometric attendance seriously in the campus and it should be facilitated the SMS service to the parents.
 - He advised to maintain health records of all the students. The health condition should be recorded at the time of joining and at the time of leaving the college.
- 7.6 Recommendation of Dr. R. Subbu Rao:**
- He suggested to conduct guest lectures by the students who have startup companies. So that the students will get motivation towards startup companies.
 - He advised to conduct Entrepreneurship Development Programmes once in each semester by inviting young entrepreneurs to meet a marketplace need by developing or offering an innovative product, process or service.
- 7.7 Recommendation of Dr. G. Madhavi:**
- She said that as per the instructions of JNTUK, CE Campus to be fixed in all the class rooms.
 - She stressed upon the retention of expert staff members by providing them ample facilities in lab for research.
- 7.8 Recommendation of Mr. Srikanth Nandigam:**
- He advised to encourage the student towards industry internships in various public sector undertaking near to the college.
- 7.9 Recommendation of Mr. B. K. Surya Prakash:**
- He advised to send soft copy of Governing Body Meeting material instead of hard copy along with invitation to minimize the usage of paper.
 - He suggested to continue the practices which are adopted in the college in connection with anti-ragging.
 - He suggested to replace Principal and HODs names by the senior faculty in college anti-ragging committee.
 - He suggested to invite external faculty from JNTUK while conducting interviews for recruitments of staff.
 - He advised to take appropriate measures while sending the students for industry visits and industrial tours.
- Item-8 Any other item**
- There is no other item introduced by any member for discussion and the meeting is treated as closed.
- Item-9 Vote of Thanks by the Principal**
- Mr. Principal Dr. S. M. Anjali Krishna thanked all the members for sparing their valuable time and offering valuable suggestions. He requested for their continued cooperation and support in future also.