



## ACADEMIC PLANNING AND ADVISORY COMMITTEE- MINUTES OF MEETING

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# VIGNAN'S INSTITUTE OF ENGINEERING FOR WOMEN

(Approved by AICTE & Affiliated to JNTUK) Estd-2008

Kapujaggarajupeta, VSEZ Post, VISAKHAPATNAM-530049 A.P

Date: 22.07.2021

## MINUTES OF THE ACADEMIC PLANNING & ADVISORY COMMITTEE

The Academic planning and advisory committee meeting was held in the Principal's Chamber on 20<sup>th</sup> July 2021 at 10.00 AM in Principal's Chamber. The following members were present.

Sl.No	Name	Designation	Category
1	Dr.J.Sudhakar	Principal	Chairman
2	Dr. Rishi Verma	Scientist – 'G', NSTL	R&D Representative
3	Dr. A.Sesha Rao	Senior Professor	Vice Chairman
4	Mrs.T.Sandhya kumari	Dean-Academics	Member
5	Dr.Akanksha Mishra	Dean-IQAC	Member
6	Dr.K.Jayasree	Dean-R&D	Member
7	Dr. K. Vijaya Kumar	HOD-CSE	Member
8	Dr. Ch. Ramesh Babu	HOD-ECE	Member
9	Dr. K.Durga Syam Prasad	HOD-EEE	Member
10	Dr. B.Prakash	HOD-IT	Member
11	Dr. V.Ananda Babu	HOD-ME	Member
12	Dr. M. Pardha Saradhi	HOD-MBA	Member
13	Dr. K.Chaitanya	HOD-BS&H	Member

Principal welcomed and briefed about the objectives of the Academic planning & advisory committee meeting. At the outset, Principal started the deliberations, the academic issues for exploring the academic activities and concentrating more on university new regulations.

1. All HoDs presented their NBA-SAR through power point presentation and took the inputs from Dr. Rishi Verma and other department HoDs and institute level coordinators.
2. Dr.A.Sesha Rao, Vice Chairman, CSE proposed to conduct an orientation / IITs/NTTS/ESCI/ other premier institutes.
3. Dr. Rishi Verma, Scientist – 'G' BARC appreciated the presentations and also suggested to apply for NAAC in 2022.
4. Dr. Rishi Verma assured to extend his support in giving guest lectures on latest trends in Electrical & Electronics Engineering domains.
5. Dr. K.Durga Syam Prasad, HOD-EEE proposed to identify super-30 batch from all departments.



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6. Dr. Ch. Ramesh Babu, HOD-ECE suggested to divide institute level department level coordinators for NAAC.
7. HOD-CSE suggested to motivate students towards the pursue of online certification courses in latest technologies from Stanford University, Coursera, Udemy, NPTEL and etc.
8. HOD-EEE requested all the members to identify core companies of each branch and approach the companies with 1 or 2 senior faculty to invite them for on-campus drives.
9. It is proposed to prepare institute academic calendar with proposed training & extension activities in line with JNTUK academic calendar.
10. HOD-ECE proposed to invite the Alumni students who placed in reputed companies (Amazon, Accenture, CGK and etc) to deliver the talks to inspire present final year students.
11. Dr. V.Ananda Babu, HOD-ME proposed to start student activities in War Robots lab for improving programming and analytical skills students.
12. Placement officer suggested to conduct APEX classes to III year students after December 2021.
13. HOD-IT suggested to prepare question bank comprising the question for written test & technical test with support of relieved batch students.
14. HOD-ME, also suggested to organize a national students symposium through online.
15. HOD-BS&H suggested that the collaborate learning using self-interest group can be done with other department students which will help the students to get more exposure.
16. It is proposed to conduct add-on courses for curriculum enrichment. The attainment through value added courses also can be done.
17. Dr. Rishi Verma suggested the following
  - ✓ In student project the problem statement can be obtained from the industry experts
  - ✓ Design contest, coding contest like Hackathons can be conducted
  - ✓ Inter-disciplinary projects can be initiated
  - ✓ The Merit scholarships can be utilized for training courses based on industry requirements
  - ✓ In order to improve the programming skills the advance learners can be given a task in core subjects and solve using programming languages



  
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- ✓ The entrepreneurship skills can be developed with proper guidance. The students should be identified right from the second year and should be given awareness about various schemes of the central government and start-ups.
- ✓ Special training for the hostlers can be recorded topic wise while the faculty members visiting the hostel.

18. Dr. Rishi Verma met and interacted with few faculty of CSE & EEE and asked their work satisfaction levels.

The meeting was closed by extending a heartfelt vote of thanks by the Chairman of the committee for the valuable suggestions shared by each member towards the progress of the institute and he assured the suggestions will be implemented in the forthcoming semesters.



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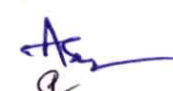










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**Meeting Attendance of Academic Planning and Advisory Committee**

**Academic Year 2021-22**


The Academic planning & Advisory committee meeting was held on **20<sup>th</sup> July 2021** at **10.00 AM** in Principal's Chamber.

**Members Present:**


Dr.J.Sudhakar	Principal	
Dr. A. Sesa Rao	Senior Professor	
Mrs.T.Sandhya Kumari	Dean-Academics	
Dr.Akanksha Mishra	Dean-IQAC	
Dr.K.Jayasree	Dean-R&D	
Dr. K. Vijaya Kumar	HOD-CSE	
Dr.Ch.Ramesh Babu	HOD-ECE	
Dr. K. Durga Syam Prasad	HOD-EEE	
Dr. B.Prakash	HOD-IT	
Dr. V.Ananda Babu	HOD-ME	
Dr. M. Pardha Saradhi	HOD-MBA	
Dr. K.Chaitanya	HOD- BS&H	

**External Member:**

Dr. Rishi Verma

  
R&D Representative ,  
Scientist – G, NSTL



  
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VIEW/PO/APAC-2021/01

Date: 14.07.2021

## CIRCULAR

It is proposed to conduct Academic Planning & Advisory Committee meeting on **20<sup>th</sup> July 2021, Monday at 10.00 AM**. All members are requested to attend the meeting without fail.

**Venue:** Principal's Chamber

Copy to:

Dr.Rishi Verma

Scientist – 'G',BARC

Dr. A. Sesha Rao

Senior Professor *ASR*

Mrs.T.Sandhya kumari

Dean-Academics *S*

Dr.Akanksha Mishra

Dean-IQAC *AM*

Dr.K.Jayasree

Dean-R&D *JN*

Dr.K.Vijaya Kumar

HOD-CSE *VK*

Dr.Ch.Ramesh Babu

HOD-ECE *CRB*

Dr. K. Durga Syam Prasad

HOD-EEE *DS*

Dr.B.Prakash

HOD-IT *BP*

Dr. V.Ananda Babu

HOD-ME *VAB*

Dr.M.Pardha Saradhi

HOD-MBA *MS*

Dr.K.Chaitanya

HOD- BS&H *KC*



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Date: 18.08.2020

**MINUTES OF THE ACADEMIC PLANNING & ADVISORY COMMITTEE**

The Academic planning and advisory committee meeting was held on 17<sup>th</sup> August 2020 at 10.00 AM in Principal's Chamber. The following members were present.

Sl.No	Name	Designation	Category
1	Dr.J.Sudhakar	Principal	Chairman
2	Dr. Rishi Verma	Scientist – 'G', NSTL	R&D Representative
3	Dr. A.Sesha Rao	Senior Professor	Vice Chairman
4	Dr. K. Vijaya Kumar	HOD-CSE	Member
5	Dr. Ch. Ramesh Babu	HOD-ECE	Member
6	Dr. K.Durga Syam Prasad	HOD-EEE	Member
7	Dr. B.Prakash	HOD-IT	Member
8	Dr. M.Nagendra Babu	HOD-ME	Member
9	Dr. M. Pardha Saradhi	HOD-MBA	Member
10	Dr. K.Chaitanya	HOD-BS&H	Member

Principal welcomed and briefed about the objectives of the Academic planning and advisory committee. At the outset, Principal started the deliberations, the academic issues for exploring the academic activities and concentrating more on university new regulations.

1. Members expressed the need of starting students chapter in college like IEEE, CMSI and ISTE.
2. Dr. K. Vijaya Kumar, HOD-CSE suggested to conduct awareness program to new faculty on Bloom's Taxonomy through IQAC.
3. Dr.A.Sesha Rao, Sr. Professor, CSE proposed to conduct an orientation / IITs/NTTS/ESCI/ other premier institutes.
4. Dr. Rishi Verma, Scientist – 'G' BARC suggested to apply for research funding on interdisciplinary fields in collaboration with BARC.
5. Dr. Rishi Verma, Scientist – 'G' also suggested to send EEE students to acquire knowledge in latest projects in BARC.
6. He assured to extend his support in giving guest lectures on latest trends in Electrical & Electronics Engineering domains.
7. Dr. K.Durga Syam Prasad, HOD-EEE proposed to organize international conference" National Conference on Electrical, Electronics and Signal Processing Applications (EESPA 2020) with Scopus indexed publication during December 2020.



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8. Dr. Ch. Ramesh Babu, HOD-ECE suggested to setup and conduct interdisciplinary “Engineering Exploration Lab” experiments using Tinker CAD and hardware like Arduino and MSP430 development kits.
9. HOD-CSE suggested to motivate students towards the pursue of online certification courses in latest technologies from Stanford University, Coursera, Udemy, NPTEL and etc.
10. It is proposed to prepare institute academic calendar with proposed training & extension activities in line with JNTUK academic calendar.
11. HOD-EEE requested all the members to identify society related projects which can be implemented in adopted villages through Unnat Bharath Abhiyan scheme.
12. It is proposed to conduct add-on courses for curriculum enrichment & to improve placements.
13. HOD-ECE proposed to invite the Alumni students who placed in reputed companies (Amazon, Accenture, CGK and etc) to deliver TED talks to inspire present final year students.
14. Dr. M. Nagendra babu, HOD-ME proposed to start student activities in War Robots lab for improving programming and analytical skills students.
15. Placement officer suggested to improve training in latest tools such as Hacker earth, Hacker rank for product development companies.
16. HOD-IT proposed to organize National level conference jointly with CSE in latest technologies.
17. HOD-IT also proposed to organize a FDP on “Machine Learning & Deep Learning using Python” in association with E&ICT Academy, NIT Warangal.
18. HOD-ME, also suggested to organize a national students symposium through online.
19. HOD-MBA suggested to apply for 12 (f) registration for obtaining UGC funds.
20. HOD-BS&H proposed to conduct National level conference on any domain of English.



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**Meeting Attendance of Academic Planning and Advisory Committee**

**Academic Year 2020-21**

The Academic planning & Advisory committee meeting was held on 17<sup>th</sup> August 2020 at 10.00 AM in Principal's Chamber.

**Members Present :**

Dr.J.Sudhakar	Principal
Dr. A. Sesa Rao	Senior Professor
Dr. K. Vijaya Kumar	HOD-CSE
Dr.Ch.Ramesh Babu	HOD-ECE
Dr. K. Durga Syam Prasad	HOD-EEE
Dr. B.Prakash	HOD-IT
Dr. M.Nagendra Babu	HOD-ME
Dr. M. Pardha Saradhi	HOD-MBA
Dr. K.Chaitanya	HOD- BS&H

*(Handwritten signatures in blue ink corresponding to the list of members present)*

**External Member :**

Dr. Rishi Verma

*(Handwritten signature of Dr. Rishi Verma)*  
R&D Representative ,  
Scientist – G, NSTL



*(Handwritten signature in green ink)*  
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VIEW/PO/APAC-2020/01

Date: 14.08.2020

## CIRCULAR

It is proposed to conduct Academic Planning & Advisory Committee meeting on **17<sup>th</sup> August 2020, Monday at 10.00 AM**. All members are requested to attend the meeting without fail.

**Venue:** Principal's Chamber

Copy to:

Dr.Rishi Verma

Scientist – 'G', BARC

Dr.A. Sesha Rao

Vice Chairman

Dr.K.Vijaya Kumar

HOD-CSE

Dr.Ch.Ramesh Babu

HOD-ECE

Dr. K. Durga Syam Prasad

HOD-EEE

Dr.B.Prakash

HOD-IT

Dr.M.Nagendra Babu

HOD-ME

Dr.M.Pardha Saradhi

HOD-MBA

Dr.K.Chaitanya

HOD- BS&H



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Date: 23.04.2019

## MINUTES OF THE ACADEMIC PLANNING & ADVISORY COMMITTEE

The Academic planning and Advisory committee Meeting was held on 22<sup>nd</sup> April 2019 at 10.30 AM in Principal's Chamber. The following members were present.

1. Dr.J.Sudhakar	Principal	Chairman
2. Sri R.Sri Hari	Scientist – 'G' NSTL	R&D Representative
3. Dr. A.Sesha Rao	Senior Professor	Vice Chairman
4. Dr. K.Vijaya Kumar	HOD-CSE	Member
5. Mr.Ch.Ramesh Babu	HOD-ECE	Member
6. Dr. K.Durga Syam Prasad	HOD-EEE	Member
7. Dr.B.Prakash	HOD-IT	Member
8. Dr.M.Nagendra Babu	HOD-ME	Member
9. Dr. S. Ramesh	HOD-MBA	Member
10. Dr. K. Chaitanya	HOD-BS&H	Member

Principal welcomed and briefed about the objectives of the Academic planning and Advisory committee. At the outset, Principal started the deliberations, the academic issues for exploring the academic activities and concentrating more on university new regulations.

1. As per the direction of Dr.Lavu Rathiah, Chairman, Lavu Educational Society, recommended to apply for NBA accreditation before August 2020.
2. Dr.A.Sesha Rao, Vice Chairman of Academic Committee suggested to HoD's to plan value added Training program to II, III, & IV B.Tech students.
3. HOD-ECE suggested to all HOD's to form department level NBA criteria coordinators for all 10 criteria's
4. HOD-CSE requested to procure 70 systems to CSE and 30 Systems to EEE.
5. HOD-EEE suggested to renovate Seminar Hall with a seating capacity of minimum 250
6. HOD-BS&H and HOD-MBA requested to provide additional class rooms to 1<sup>st</sup> B.Tech and 1<sup>st</sup> MBA students for next Academic year.
7. Dr.A.Sesha Rao, Vice Chairman proposed to run the college in single shift from the next academic year after discuss with Management.



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8. It is proposed to prepare institute academic calendar with proposed training & extension activities in line with JNTUK academic calendar.
9. HOD-T&P suggested to arrange CRT training programmes for II & III B.Tech students immediately after JNTUK University End Examinations. So that summer vacation can be utilized effectively. It is also decided to charge Rs.15,000/- from eligible candidates.
10. HOD-ECE Mr. Ch.Ramesh Babu suggested to conduct a workshop in the month of May 2019. Also suggested to check self-Assessment Report (SAR) for further improvement in NBA work.
11. HOD-MECH, has proposed to organize one day work shop on “CNT Turning Programming” for upcoming final year students in the month of October 2019.
12. HOD-MECH expressed the necessities of guest lecture or seminars by eminent Personalities from industries to improve industry- institute interaction.
13. HOD-MBA, proposed to conduct workshops for 3<sup>rd</sup> and final year students on Entrepreneurship Development Programme in the month of September 2019.
14. HOD-IT suggested to re-design web portal with core elements and other department HOD's requested to prepare data accordingly.
15. Centralized Attendance System (CAS) would like to implement from the month of May 2019.
16. It is proposed to conduct add-on courses to improve programming skills.
17. Dr.A.Sesha Rao, Vice Chairman suggested to all HOD's to encourage the faculty for research work by sending articles to unpaid Scopus Indexed Journals and SCI journals.
18. Sri R.Sri Hari, Scientist – ‘G’, R&D representative suggested all Doctorates to apply funded research projects and organize seminar/ conferences.
19. It is decided recommend management to procure additional 2 to 3 buses for the next academic year 2019-20.
20. Dr. M.Nagendra Babu, Head, T&P Cell suggested to arrange on campus drives in association with APITA.
21. Sri R.Sri Hari, Scientist – ‘G’, R&D representative suggested to place the direction boards in the campus.
22. He also advised to recruit at least 1 doctorate in each department from IITs/NITs to get good research output.



  
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## Meeting Attendance of Academic Planning and Advisory Committee

### Academic Year 2019-20

The Academic planning & Advisory committee Meeting was held on 22<sup>nd</sup> April 2019 at 10.30 AM in Principal's Chamber.


#### Members Present :

Dr.J.Sudhakar  
Dr. A. Sesha Rao  
Dr. K.Vijaya Kumar  
Mr.Ch.Ramesh Babu  
Dr. K. Durga Syam Prasad  
Dr.B.Prakash  
Dr.M.Nagendra Babu  
Dr. S. Ramesh  
Dr. K. Chaitanya

Principal   
Senior Professor   
HOD-CSE   
HOD-ECE   
HOD-EEE   
HOD-IT   
HOD-ME   
HOD-MBA   
HOD- BS&H 

#### External Member :

Sri R. Sri Hari

  
R&D Representative ,  
Scientist – G, NSTL



  
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VIEW/PO/APAC-2019/01

Date: 16.04.2019

## CIRCULAR

It is proposed to conduct Academic Planning & Advisory Committee meeting on **22<sup>nd</sup> April 2019, Monday at 10.30 AM**. All members are requested to attend the meeting without fail.

**Venue:** Principal's Chamber

Copy to:

Sri R. Sri Hari

Scientist – 'G', NSTL

Dr. A. Sesha Rao

Senior Professor *ASR*

Dr.K.Vijaya Kumar

HOD-CSE *JK*

Mr.Ch.Ramesh Babu

HOD-ECE *Ch*

Dr. K. Durga Syam Prasad

HOD-EEE *DS*

Dr.B.Prakash

HOD-IT *BP*

Dr.M.Nagendra Babu

HOD-ME *MNB*

Dr. S. Ramesh

HOD-MBA *SR*

Dr.K.Chaitanya

HOD- BS&H *KCB*



*Signature of Principal*

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Date: 24.04.2018

**MINUTES OF THE ACADEMIC PLANNING & ADVISORY COMMITTEE**

The Academic Planning & Advisory Committee Meeting was held on 23<sup>rd</sup> April 2018 at 10.30 AM in Principal's Chamber. The following members were present.

1. Dr.J.Sudhakar	Principal	Chairman
2. Sri R.Sri Hari	Scientist – 'G' NSTL	R&D Representative
3. Prof. A.Sesha Rao	Senior Professor	Vice Chairman
4. Dr. K.Vijaya Kumar	HOD-CSE	Member
5. Mr.Ch.Ramesh Babu	HOD-ECE	Member
6. Mr. K.Durga Syam Prasad	HOD-EEE	Member
7. Dr.B.Prakash	HOD-IT	Member
8. Mr. V.Ananda Babu	HOD-ME	Member
9. Dr. S. Ramesh	HOD-MBA	Member
10. Dr. K. Chaitanya	HOD-BS&H	Member

Principal welcomed and briefed about the objectives of the Academic Planning & Advisory Committee Meeting. At the outset, Principal started the deliberations, the academic issues for exploring the academic activities and concentrating more on university new regulations.

1. All HODs expressed to initiate Yuvtarang2K18 jointly conducted by Vignan Group of institutions in general.
2. HOD-ECE is suggested to apply Andhra Pradesh State Skill Development Corporation (APSSDC) Chief Minister Skill Excellence Centre to the college and it is expected to setup by the end of June 2018.
3. HOD-CSE is proposed to conducted internal lab exams in three day, four sections per day for both 2<sup>nd</sup> & 3<sup>rd</sup> Year students.
4. Dr. M. Nagendra Babu, Head, T&P Cell Proposed to conduct CRT classes for III. B.Tech students from last week of April.
5. Prof.A.Sesha Rao, Vice Chairman advised to procure NAAC files and suggested to distribute NAAC files to all departments, Admin Office, Exam Cell, Library, APSSDC and IQAC.



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6. HOD-IT & CSE are expressed their willingness to conduct two days workshop on – AWS Skill Guru (Cloud Computing) on 30-31<sup>st</sup> May, 2018.
7. HOD-ECE suggested to prepare CDP of each subject with a Maximum of 75Hrs. For the Academic Year i.e. 2018-19 similar to last Academic Year. Also suggested to follow the CDP properly.
8. Sri R.Sri Hari, Scientist – ‘G’R&D representative suggested all HOD’s to motivate the students for summer internship program and certification program.
9. Prof. A.Sesha Rao suggested to form Anti Ragging Committee for the A.Y 2018-2019 under the chairmanship of Mr. K. Durga Syam Prasad, HOD- EEE.
10. It is proposed to prepare institute academic calendar with proposed training & extension activities in line with JNTUK academic calendar.
11. HOD-EEE suggested to arrange APSSDC certified course programme to II, III, and IV B.Tech during summer vacations.
12. Sri R.Sri Hari, Scientist – ‘G’, R&D representative suggested to give Department Requirements like projectors, projector Screens, wireless Public address System etc., before 30.06.2018.
13. Prof.A.Sesha Rao suggested to take online feedback one week prior to I mid exams, manual feed back after 1 month of commencement of classes in view of NAAC.
14. It is proposed to conduct add-on courses to improve placements.
15. HOD-ECE suggested to register two faculty from both CSE and ECE and one from EEE, MECH & IT for IIEECP PROGRAM.
16. HOD-CSE proposed to organize NBA workshop to all the staff in association with NITTTR, Chennai.
17. HOD-MECH, has proposed to organize one day work shop on “NX Basic Designs & Validation” for upcoming final year students in the month of July 2018.
18. Sri R.Sri Hari, Scientist – ‘G’, R&D representative suggested to arrange guest lectures by a adjunct faculty during Saturdays and Sundays.
19. He also suggested to improve the MoU’s with industries and try to have MoU’s with JNTUK to improve the placements.
20. HOD-BS&H suggested to replace class room black boards for the next academic year 2019-20.



  
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**Meeting Attendance of Academic Planning and Advisory Committee**

**Academic Year 2018-19**

The Academic Planning & Advisory Committee Meeting was held on 23<sup>rd</sup> April 2018 at 10.30 AM in Principal's Chamber.

**Members Present :**

Dr.J.Sudhakar  
Prof. A. Sesha Rao  
Dr.K.Vijay Kumar  
Mr.Ch.Ramesh Babu  
Mr. K. Durga Syam Prasad  
Dr.B.Prakash  
Mr. V.Ananda Babu  
Dr. S. Ramesh  
Dr.K.Chaitanya

Principal  
Senior Professor  
HOD-CSE  
HOD-ECE  
HOD-EEE  
HOD-IT  
HOD-ME  
HOD-MBA  
HOD- BS&H

*[Handwritten signatures in blue ink corresponding to the list of members and HODs.]*

**External Member :**

Sri R. Sri Hari

*[Handwritten signature in blue ink]*  
R&D Representative ,  
Scientist – G, NSTL



*[Handwritten signature in green ink]*  
PRINCIPAL  
Vignan's Institute of  
Engineering for Women  
K.J. Peta, VSEZ (P.O.),  
Visakhapatnam-49



**VIGNAN'S INSTITUTE OF ENGINEERING FOR WOMEN**  
(Approved by AICTE & Affiliated to JNTUK) Estd-2008  
Kapujaggarajupeta, VSEZ Post , VISAKHAPATNAM-530049 A.P

VIEW/PO/APAC-2018/01

Date: 20.04.2018

**CIRCULAR**

It is proposed to conduct Academic Planning & Advisory Committee meeting on **23<sup>rd</sup> April 2018, Monday at 10.30 AM**. All members are requested to attend the meeting without fail.

**Venue:** Principal's Chamber

Copy to:

Sri R. Sri Hari

Scientist – F, R&D, NSTL

Prof. A. Sesha Rao

Vice Chairman *Acw*

Dr.K.Vijaya Kumar

HOD-CSE *[Signature]*

Mr.Ch.Ramesh Babu

HOD-ECE *[Signature]*

Mr. K. Durga Syam Prasad

HOD-EEE *[Signature]*

Dr.B.Prakash

HOD-IT *[Signature]*

Mr. V.Ananda Babu

HOD-ME *[Signature]*

Dr. S. Ramesh

HOD-MBA *[Signature]*

Dr.K.Chaitanya

HOD- BS&H *[Signature]*



*[Signature]*  
**PRINCIPAL**

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# VIGNAN'S INSTITUTE OF ENGINEERING FOR WOMEN

(Approved by AICTE & Affiliated to JNTUK) Estd-2008

Kapujaggarajupeta, VSEZ Post, VISAKHAPATNAM-530049 A.P

Date: 25.04.2017

## MINUTES OF THE ACADEMIC PLANNING & ADVISORY COMMITTEE

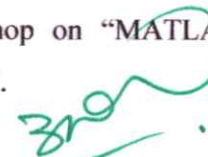
The Academic Planning and Advisory Committee Meeting was held on **24<sup>th</sup> April 2017 at 10.30 AM** in Principal's Chamber. The following members were present.

1. Dr.J.Sudhakar	Principal	Chairman
2. Sri R. Sri Hari	Scientist – F, NSTL	R&D Representative
3. Prof.A. Sessa Rao	Senior Professor	Vice Chairman
4. Mr. Ram Prasad Reddy	HOD-CSE	Member
5. Mr.Ch.Ramesh Babu	HOD-ECE	Member
6. Mr. K. Durga Syam Prasad	HOD-EEE	Member
7. Mr. J. Hari	HOD-IT	Member
8. Mr. V.Ananda Babu	HOD-ME	Member
9. Mr. S. Ramesh	HOD-MBA	Member
10. Mr.V.Srinivasa Rao	HOD- BS&H	Member

Principal welcomed and briefed about the objectives of the Academic Planning and Advisory Committee meeting. At the outset, Principal started the deliberations, the academic issues for exploring the academic activities and concentrating more on university new regulations.


1. All HODs expressed to reinstate Yuvtarang-2K17 jointly conducted by Vignan Group of Institutions in general.
2. HOD-EEE is suggested to apply NSS unit in Collaboration with JNTUK in 1<sup>st</sup> week of May 2017. Also suggested to form a committee with one chief coordinator from BS&H Department and six members from other Department.
3. Dr. M. Nagendra Babu, In-Charge, T&P Cell, has expressed to arrange CRT training programmes for II & III B.Tech students immediately after JNTK University End Examinations. So that summer vacation can be utilized effectively. It is also decided to charge Rs. 10,000/- from eligible candidates similar to last year.
4. HOD-ECE Mr.Ch.Ramesh Babu suggested to conduct a workshop in the month of May 2017. Also suggested to check Self Assessment Report (SAR) for further improvement in NBA work.
5. HOD-EEE, has proposed to organize one day work shop on "MATLAB" for upcoming EEE final year students in the month of June 2017.



  
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6. HOD-EEE, and HOD-ECE suggested to conduct National Level Conference on "Latest Trends in Electrical and Electronics".
7. HOD-BS&H and HOD-MBA suggested to apply for 12 (f) registration for obtaining UGC funds.
8. Sri R. Sri Hari, Scientist – 'F' R&D representative, suggested all final year mechanical students to do more projects. He also suggested to arrange guest lecturers especially for mechanical students on latest trends.
9. HOD-IT suggested to establish a new Computer Laboratory with 30 systems for faculty and students research purpose.
10. HOD-MECH expressed the necessities of guest lecture or seminars by eminent personalities from industries to improve industry-institute interaction.
11. HOD-MBA, proposed to conduct workshops for 3<sup>rd</sup> and final year students on Entrepreneurship Development Programme.
12. Sri R.Sri Hari, Scientist – 'F' R&D representative, suggested to create awareness program for both students and staff on "Cashless Transactions".
13. It is proposed to prepare institute academic calendar with proposed training & extension activities in line with JNTUK academic calendar.
14. HOD-ECE suggested to prepare CDP of each subject with a Maximum of 75 hrs. from the next academic year i.e. 2017-18. Also suggested to follow the CDP properly.
15. HOD-CSE suggested to replace class room black boards for the next academic year 2017-18.
16. It is proposed to conduct add-on courses for curriculum enrichment.
17. HOD-IT suggested to re-design web portal with core elements and other departments HOD's also requested to prepare data accordingly.
18. College Information System (CIS) would like to implement from the month of May 2017.
19. Prof. A.Sesha Rao, Vice Chairman suggested to all HOD's to encourage the faculty for research work by sending articles to Scopus Indexed Journals, applying research projects, attending seminar/ conferences.
20. It is decided recommend management to procure additional 3 to 4 buses for the next academic year 2017-18.



  
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**Meeting Attendance of Academic Planning and Advisory Committee**

**Academic Year 2017-18**

The Academic Planning and Advisory Committee Meeting was held on 24<sup>th</sup> April 2017 at 10.30 AM in Principal's Chamber.

**Members Present :**

Dr.J.Sudhakar  
Prof. A. Sesa Rao  
Mr. Ram Prasad Reddy  
Mr.Ch.Ramesh Babu  
Mr. K. Durga Syam Prasad  
Mr. J. Hari  
Mr. V.Ananda Babu  
Mr. S. Ramesh  
Mr.V.Srinivasa Rao

Principal  
Senior Professor  
HOD-CSE  
HOD-ECE  
HOD-EEE  
HOD-IT  
HOD-ME  
HOD-MBA  
HOD- BS&H

*[Handwritten signatures in blue ink corresponding to the list of members and HODs.]*

**External Member :**

Sri R. Sri Hari

*[Handwritten signature in blue ink]*  
R&D Representative ,  
Scientist – F, NSTL



*[Handwritten signature in green ink]*  
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VIEW/PO/APAC-2017/01

Date: 21.04.2017

**CIRCULAR**

It is proposed to conduct Academic Planning & Advisory Committee meeting on **24<sup>th</sup> April 2017, Monday at 10.30 AM**. All members are requested to attend the meeting without fail.

**Venue:** Principal's Chamber

Copy to:

Sri R. Sri Hari

Scientist – F, R&D, NSTL

Prof. A. Sesha Rao

Senior Professor *As*

Mr. Ram Prasad Reddy

HOD-CSE *Rm*

Mr.Ch.Ramesh Babu

HOD-ECE *Ch*

Mr. K. Durga Syam Prasad

HOD-EEE *KS*

Mr. J. Hari

HOD-IT *JH*

Mr. V.Ananda Babu

HOD-ME *V.A*

Mr. S. Ramesh

HOD-MBA *SR*

Mr.V.Srinivasa Rao

HOD- BS&H *VS*

*30/04/17*



**PRINCIPAL**

PRINCIPAL  
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Engineering for Women  
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