



**SREENIDHI INSTITUTE OF SCIENCE AND TECHNOLOGY**  
(An Autonomous Institution, Accredited by NAAC with 'A' Grade and NBA of AICTE)  
(Recipient of TEQIP Phase I and Phase II under World Bank Assistance)  
Yamnampet, Ghatkesar, Hyderabad 501 301.

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**July 2, 2014**

**CIRCULAR**

There will be a meeting of IQAC **on 10-07-2014 (Thursday) at 3.00 p.m.** in the Chambers of the Executive Director to discuss the following Agenda: All the members of NAAC-IQAC are requested to make it convenient to attend the meeting.

**Agenda:**

1. Reviewing the minutes of the meeting held on 10-07-2014.
2. Introducing choice based credit system for B.Tech and M.Tech students from the academic year 2015-16.
3. Convening BOS meetings and joint BOS meetings to formulate academic regulations.
4. Introducing technical seminar for all B.Tech and M.Tech students in each semester.
5. Any other matter with the permission of the chair.

**Note:** All the members are requested

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To  
All Deans, Directors and HoDs  
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## SREENIDHI INSTITUTE OF SCIENCE AND TECHNOLOGY

(An Autonomous Institution)

Yamnampet, Ghatkesar, R. R. Dist., A.P. – 501 301

**Minutes of the IQAC Meeting held on 10.07.2014 at 3:00 p.m. in the Chambers of the Executive Director.**

### Members present:

Sl. No.	Name and Designation	
1.	Dr. K. Sumanth, Principal	Chairman
2.	Dr. T. Ch. Siva Reddy, HoD, Mech. Dept.	Member
3.	Dr. P Venkat Reddy, Dean (Exams) & HoD, S&H	Member
4.	Dr. V.Sesha Srinivas, HoD, BT	Member
5.	Dr. V.V. S.S.S. Balram, HoD, IT Dept.	Member
6.	Dr. Aruna Varanasi, HoD, CSE Dept.	Member
7.	Dr. K. Sashidhar, HoD, ECM Dept.	Member
8.	Dr.V.Gangadhar, HoD, SMS	Member
9.	Dr. M. Komaraiah, Professor & Dean (Academic)	Member
10.	Dr.Ameet Chavan, Professor, ECE Dept.	Member

1. Review of

2. UGC has directed all the Universities to go for choice based credit system, accordingly, JNTUH instructed all the autonomous colleges to implement choice based credit system. Accordingly, the committee in this meeting decided to implement CBCS from the academic year 2015-16.

3. All the Boards of Studies are informed to convene the meeting with faculty members to go through the syllabus of IITs, NITs and some of the leading educational institutions of foreign Universities. They have to prepare the draft academic regulations after considering the academic regulations of JNTUH and they are to be approved in the joint board of studies meeting and also in Academic Council.

4. At present technical seminar is organised only in B.Tech IV year on their group project in I semester and on main project during II semester. It is observed that some of the students are from Telugu medium and village background. Hence, the committee felt that the technical seminar must be made compulsory in all the semesters so that writing skills and communication skills will be improved. This will also make the students to go through the journals and browse the information from different websites. The student can develop interest in publishing papers and concentrate in research activity.



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**August 8, 2014**

**CIRCULAR**

There will be a meeting of IQAC **on 14-08-2014 (Thursday) at 3.00 p.m.** in the Chambers of the Executive Director to discuss the following Agenda: All the members of NAAC-IQAC are requested to make it convenient to attend the meeting.

**Agenda:**

1. Review of the minutes of the meeting held on 10.7.2014
2. Utilizing the NPTEL, Webinar programs for improving the performance of students, faculty should go through them to improve quality of teaching.
3. Organizing students activities like ROBOVEDA, INNOVATION CENTRE Club activities to improve technical skills of students.
4. Introducing application oriented teaching of Maths, Physics , Chemistry in Engineering for I year students to create interest in the students. Organise a symposium for all the faculty of S &H by the senior faculty from Engineering department. It is necessary to collect the material from senior faculty and prepare the proceedings.
5. Organize remedial classes for the students , who are having backlogs.
6. Any other matter with the permission of the chair.

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**Minutes of the IQAC Meeting held on 14.08.2014 at 3:00 p.m. in the Chambers of the Executive Director.**

### Members present:

Sl. No.	Name and Designation	
1.	Dr. K. Sumanth, Principal	Chairman
2.	Dr. T. Ch. Siva Reddy, HoD, Mech. Dept.	Member
3.	Dr. P Venkat Reddy, Dean (Exams) & HoD, S&H	Member
4.	Dr. V.Sesha Srinivas, HoD, BT	Member
5.	Dr. V.V. S.S.S. Balram, HoD, IT Dept.	Member
6.	Dr. Aruna Varanasi, HoD, CSE Dept.	Member
7.	Dr. K. Sashidhar, HoD, ECM Dept.	Member
8.	Dr.V.Gangadhar, HoD, SMS	Member
9.	Dr. M. Komaraiah, Professor & Dean (Academic)	Member
10.	Dr.Ameet Chavan, Professor, ECE Dept.	Member

1. Review of minutes of the meeting held on 10-7-2014.
2. It is decided that NPTEL lectures prepared by eminent Professors of IITs and demonstration of must be viewed and notes can be prepared by all the faculty members. Similar demonstrations can also be made during lecture for effective undertaking of the students. Similarly webinar lectures can be arranged in the seminar halls to have exposure to many things. All the HoDs are requested to encourage the faculty memers and students to utilize these opportunities.
3. It is decided to encourage the students to participate in various co-curricular activities like Sreevision, Roboveda, SAE and CSI, Arts club, Bachpan bachao, etc., so that they can organise events, which improve the management skills and behavioural skills will be improved. All the HoDs are requested to come with concrete ideas so that students can be improved in such activities. The students apart from academic activities, they must be engaged in co-curricular and extra-curricular activities which will benefit them in campus and off-campus placements.
4. It is decided to introduce application oriented teaching of Maths Physics, Chemistry in Engineering to first year students to create interest in the students and they can have full understanding of the subject. A faculty development programme has to be organised to faculty members teaching these subjects. The resource persons will be from Engineering Departments of the college or from Industry or from other leading institutions, so that the faculty members can give live examples while teaching.

5. It is decided to prepare the list of the students having backlogs in different subjects, so that remedial classes can be organised from 4:30 pm to 7:00 pm. The controller of examinations is requested to prepare the list and send it to the individual departments for organising remedial classes. The faculty members must be given suitable remuneration.



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**September 5, 2014**

**CIRCULAR**

There will be a meeting of IQAC **on 11-09-2014 (Thursday) at 2.00 p.m.** in the Chambers of the Executive Director to discuss the following Agenda: All the members of NAAC-IQAC are requested to make it convenient to attend the meeting.

**Agenda:**

1. Review of the minutes of the meeting held on 14.8.2014
2. Continuous feedback from the students with regard to teaching in theory and lab classes.
3. Offering new courses which contain latest and advanced information in professional and open electives.
4. Any other matter with the permission of chair.

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**Minutes of the IQAC Meeting held on 11.09.2014 at 2:00 p.m. in the Chambers of the Executive Director.**

### **Members present:**

<b>Sl. No.</b>	<b>Name and Designation</b>	
1.	Dr. K. Sumanth, Principal	Chairman
2.	Dr. T. Ch. Siva Reddy, HoD, Mech. Dept.	Member
3.	Dr. P Venkat Reddy, Dean (Exams) & HoD, S&H	Member
4.	Dr. V.Sesha Srinivas, HoD, BT	Member
5.	Dr. V.V. S.S.S. Balram, HoD, IT Dept.	Member
6.	Dr. Aruna Varanasi, HoD, CSE Dept.	Member
7.	Dr. K. Sashidhar, HoD, ECM Dept.	Member
8.	Dr.V.Gangadhar, HoD, SMS	Member
9.	Dr. M. Komaraiah, Professor & Dean (Academic)	Member
10.	Dr.P.Venu Mahav, HoD, ECE Dept.	Member

2. It is decided to take constant feedback (oral and written) from the students and it should be analysed and based on the feedback from the students, the faculty members must be counselled and if possible faculty member can be changed and alternative arrangements are to be made.

3. It is decided to offer new subjects in the curriculum so that the students can be exposed to latest knowledge which will fetch them good jobs. All the HoDs are requested to see the syllabus of IITs, NITs and foreign Universities. Skills in demand survey can be done taking advertisements in the news papers and employment news. This can give us deficiencies in the curriculum and planning can be done to update the syllabus of existing subjects and introduce new subjects. It is also decided to offer professional and open-electives from III year - I Semester onwards which will expose the students towards latest information.



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**October 1, 2014**

**CIRCULAR**

**There will be a meeting of IQAC on 9-10-2014 (Thursday) at 3.00 p.m. in the Chambers of the Executive Director to discuss the following Agenda: All the members of NAAC-IQAC are requested to make it convenient to attend the meeting.**

**Agenda:**

1. Review of the minutes of the meeting held on 11.9.2014
2. Encouraging the faculty to concentrate on teaching, giving assignments, improving the application oriented teaching.
3. Encouraging students to concentrate on group projects in first semester and if there are good results, they can be published in the journals.
4. Encourage the students to organize seminars, conferences, group discussions, which will be beneficial in the interviews and also after employment.
5. Any other matter with the permission of the chair.

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**Minutes of the IQAC Meeting held on 09.10.2014 at 3:00 p.m. in the Chambers of the Executive Director.**

### Members present:

Sl. No.	Name and Designation	
1.	Dr. K. Sumanth, Principal	Chairman
2.	Dr. T. Ch. Siva Reddy, HoD, Mech. Dept.	Member
3.	Dr. P Venkat Reddy, Dean (Exams) & HoD, S&H	Member
4.	Dr. V.Sesha Srinivas, HoD, BT	Member
5.	Dr. V.V. S.S.S. Balram, HoD, IT Dept.	Member
6.	Dr. Aruna Varanasi, HoD, CSE Dept.	Member
7.	Dr. K. Sashidhar, HoD, ECM Dept.	Member
8.	Dr.V.Gangadhar, HoD, SMS	Member
9.	Dr. M. Komaraiah, Professor & Dean (Academic)	Member
10.	Dr.Ameet Chavan, Professor, ECE Dept.	Member

1. The minutes of the meeting held on 11-09-2014 are discussed and approved.
2. All the HoDs must continuously monitor the teaching learning process and encourage the faculty members to teach the students beyond the syllabus, which will be useful in getting good rank in GATE or if they go abroad or getting a job in on-campus interviews or off-campus interview. The teachers must be encouraged to prepare working models with the help of the students and they can do good projects, deliver good technical seminars, publish papers.
3. All the HoDs and Faculty members encourage the students to focus on the group projects in III year first semester and main project in IV year I and II semester, so that best projects can be sent for publication in Journals and conferences. Some of the worth projects can also be sent for patents.
4. All the HoDs are requested to encourage the students to join in one of the students clubs such as Sree-vision, Roboveda, Adastr, Arts Club, Innovation club. IAS club etc. so that students can have exposure to co-curricular and extra-curricular activities. The students are to be encouraged to organise seminars, conferences, quiz and group discussions, which improve the leadership qualities and managerial qualities.



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**November 1, 2014**

**CIRCULAR**

There will be a meeting of IQAC **on 6-11-2014 (Thursday) at 2.00 p.m.** in the Chambers of the Executive Director to discuss the following Agenda: All the members of NAAC-IQAC are requested to make it convenient to attend the meeting.

**Agenda:**

1. Review of the minutes of the meeting held on 9.10.2014.
2. Organizing FDP by all the departments during the examination period so that the teachers can concentrate on latest topics.
3. Requesting the management and finance committee to sanction funds for the purchase of reference books, journals and latest software.
4. Continuous monitoring of syllabus covered and tutorial activity.
5. Any other matter with the permission of the chair.

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**Minutes of the IQAC Meeting held on 6.11.2014 at 2:00 p.m. in the Chambers of the Executive Director.**

### Members present:

Sl. No.	Name and Designation	
1.	Dr. K. Sumanth, Principal	Chairman
2.	Dr. T. Ch. Siva Reddy, HoD, Mech. Dept.	Member
3.	Dr. P Venkat Reddy, Dean (Exams) & HoD, S&H	Member
4.	Dr. V.Sesha Srinivas, HoD, BT	Member
5.	Dr. V.V. S.S.S. Balram, HoD, IT Dept.	Member
6.	Dr. Aruna Varanasi, HoD, CSE Dept.	Member
7.	Dr. K. Sashidhar, HoD, ECM Dept.	Member
8.	Dr.V.Gangadhar, HoD, SMS	Member
9.	Dr. M. Komaraiah, Professor & Dean (Academic)	Member
10.	Dr.Ameet Chavan, Professor, ECE Dept.	Member

1. The minutes of the meeting held on 9th October 2014 were discussed and approved.
2. It decided to organise faculty development programmes, during mid-semester gap so that the faculty members can be exposed to latest topics, research activities carried out by experts by inviting resource persons from R&D labs, industries. The faculty members can improve their knowledge and their performance in teaching will be improved.
3. It is decided to request the management to sanction funds for the purchase of books, journals, reference books, back volumes for internal R&D activities and purchase of equipment and instrumentation, so that the faculty members can be busy in research and consultancy activity. Purchasing of latest softwares can develop interest among the students and faculty members and they can engage in research activity and publish papers.
4. In order to improve the quality of education among the students, tutorial activity must be strengthened. Faculty members must prepare typical problems and incorporate in the course files, so that the students can come prepared with their doubts. Provide exam question papers of University exam, have to be solved to gain confidence in the end semester examinations.
5. The HoDs have to go round the theory and lab classes monitor, whether continuous evaluation is being carried out or not as per academic regulations.



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**December 03, 2014**

**CIRCULAR**

There will be a meeting of IQAC **on 11-12-2014 (Thursday) at 2.00 p.m.** in the Chambers of the Executive Director to discuss the following Agenda: All the members of NAAC-IQAC are requested to make it convenient to attend the meeting.

**Agenda:**

1. Review of the minutes of the meetings held on 6.11.2014
2. Organizing BOS meetings for UG and PG courses considering choice based credit system based on the UGC Guidelines.
3. Introducing Ethics, morals, gender sensitization and yoga in I year II semester for all the engineering graduates.
4. Organizing special classes for vernacular media students from 4 to 7 pm to improve their written and communication skills.
5. Any other matter with the permission of the chair.

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**Minutes of the IQAC Meeting held on 11.12.2014 at 2:00 p.m. in the Chambers of the Executive Director.**

### Members present:

Sl. No.	Name and Designation	
1.	Dr. K. Sumanth, Principal	Chairman
2.	Dr. T. Ch. Siva Reddy, HoD, Mech. Dept.	Member
3.	Dr. P Venkat Reddy, Dean (Exams) & HoD, S&H	Member
4.	Dr. V.Sesha Srinivas, HoD, BT	Member
5.	Dr. V.V. S.S.S. Balram, HoD, IT Dept.	Member
6.	Dr. Aruna Varanasi, HoD, CSE Dept.	Member
7.	Dr. K. Sashidhar, HoD, ECM Dept.	Member
8.	Dr.V.Gangadhar, HoD, SMS	Member
9.	Dr. M. Komaraiah, Professor & Dean (Academic)	Member
10.	Dr.Ameet Chavan, Professor, ECE Dept.	Member

1. Minutes of the meeting held on 6-11-2014 are discussed and approved.
2. UGC wanted to introduce choice based credit system from the academic year 2015-16 and HoDs are deputed to attend the meeting convened by JNTUH. It is decided to follow the guidelines of UGC and instructions given by JNTUH, HoDs are requested to form committees to prepare tentative course-structure for UG and PG courses after taking instructions of Experts from Industries R&D labs and leading educational institutions at least 10 days before the BoS meeting. This syllabus is to be circulated to all the members of the BoS, so that they can alter, modify and revise the syllabus and members will be coming with proper ideas.
3. To create interest in morals, discipline and regularity of life, it is decided to introduce subject "Ethics, morals, gender sensitization and yoga" to all the branches of students, the girl students after completion of the course, they have to work in the industry or in some organisations and they should not feel and they have to mingle with different people and engage in discussions. The girl students must be taught about their responsibilities and work in new situations with confidence. The syllabus must be framed accordingly. Due to pollution and adulteration in the food and food products, people are losing resistance and variety of diseases are spreading leading to pulmonary diseases, diabetes, B.P., Liver problems and depression. Government is also thinking to introduce "Yoga" as subject. Hence, it is decided to combine all these and introduce as a subject in the curriculum.
4. Some of the students from village with vernacular media are taking admission into the institution and at times they are finding difference in understanding the lectures and their performance is poor in the campus and off-campus placements. Hence, it is decided to organize remedial classes to all such students from 4PM to 7PM, so that they will perform well in the examinations and placements.



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**January 2, 2015**

**CIRCULAR**

There will be a meeting of IQAC **on 8-1-2015 (Thursday) at 2.00 p.m.** in the Chambers of the Executive Director to discuss the following Agenda: All the members of NAAC-IQAC are requested to make it convenient to attend the meeting.

**Agenda:**

1. Review of the minutes of the meeting held on 11.12.2014.
2. HoDs of CSE, IT and ECM are to improve the syllabus introducing latest subjects like AI , python, cloud computing , business analytics, IoT , Secuty analysis, Image and Video processing and machine learning etc.
3. Upgrading of syllabus in all the branches of Engineering.
4. Comprehensive viva was shown as lab and only internal examiner is used to conduct viva-voce exam for 50 marks to consider to have it as external and internal valuation.
5. Any other matter with the permission of the chair.

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**Minutes of the IQAC Meeting held on 8.01.2015 at 2:00 p.m. in the Chambers of the Executive Director.**

### Members present:

Sl. No.	Name and Designation	
1.	Dr. K. Sumanth, Principal	Chairman
2.	Dr. T. Ch. Siva Reddy, HoD, Mech. Dept.	Member
3.	Dr. P Venkat Reddy, Dean (Exams) & HoD, S&H	Member
4.	Dr. V.Sesha Srinivas, HoD, BT	Member
5.	Dr. V.V. S.S.S. Balram, HoD, IT Dept.	Member
6.	Dr. Aruna Varanasi, HoD, CSE Dept.	Member
7.	Dr. K. Sashidhar, HoD, ECM Dept.	Member
8.	Dr.V.Gangadhar, HoD, SMS	Member
9.	Dr. M. Komaraiah, Professor & Dean (Academic)	Member
10.	Dr.Ameet Chavan, Professor, ECE Dept.	Member

1. Minutes of the meeting held on 11-12-2014 are discussed and approved.
2. Software industries are interested in recruiting candidates having knowledge in the latest fields and it is decided to introduce subjects like artificial intelligence, python programming, Data warehousing and Data mining, image and speech process etc in the curriculum. The HoDs of CSE, IT & ECM are informed to send the faculty members to different organisations to discuss with them in framing syllabus and purchase of software organising faculty development programmes before teaching to the students.
4. It is observed that the faculty and students are taking it easy for comprehensive viva-voce exam as it is having only internal marks. Hence, it is decided to change the course structure and comprehensive viva-voce examination will be conducted at the end of II year II semester, III year II semester and 1V year II semester and there will be internal and external examination. External examiner from other institutions will be appointed to conduct the viva-voce examination and students will prepare well to face the Viva-Voce examination conducted by external examiner.



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**January 29, 2015**

**CIRCULAR**

There will be a meeting of IQAC **on 5-2-2015 (Thursday) at 3.00 p.m. i.e.** in the Chambers of the Executive Director to discuss the following Agenda: All the members of NAAC-IQAC are requested to make it convenient to attend the meeting.

**Agenda:**

1. Review of the minutes of the meeting held on 8.1.2015.
2. Convening Academic Council meeting for the approval of the academic regulations and course structure and syllabus of A -15 regulations to be started from the academic year 2015 - 2016.
3. Arrange local visits lectures by experts from industries, R & D labs , NIT,IIT etc.,.
4. Organizing "ADASTRA" students function during second semester.
5. Preparation for deputing 20% of the faculty members to undergo practical training during summer vacations.
6. Any other matter with the permission of the chair.

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## SREENIDHI INSTITUTE OF SCIENCE AND TECHNOLOGY

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**Minutes of the IQAC Meeting held on 5.02.2015 at 3:00 p.m. in the Chambers of the Executive Director.**

### Members present:

Sl. No.	Name and Designation	
1.	Dr. K. Sumanth, Principal	Chairman
2.	Dr. T. Ch. Siva Reddy, HoD, Mech. Dept.	Member
3.	Dr. P Venkat Reddy, Dean (Exams) & HoD, S&H	Member
4.	Dr. V.Sesha Srinivas, HoD, BT	Member
5.	Dr. V.V. S.S.S. Balram, HoD, IT Dept.	Member
6.	Dr. Aruna Varanasi, HoD, CSE Dept.	Member
7.	Dr. K. Sashidhar, HoD, ECM Dept.	Member
8.	Dr.V.Gangadhar, HoD, SMS	Member
9.	Dr. M. Komaraiah, Professor & Dean (Academic)	Member
10.	Dr.Ameet Chavan, Professor, ECE Dept.	Member

2. The minutes of the BoS meetings and also the minutes of the joint BoS meeting pertaining to academic regulations and common subjects are to be presented to the academic council for its approval. If any changes are suggested by the members of Academic Council, they are to be incorporated in the syllabus to be issued to the candidates submitted in the academic year 2015-16 (A15 regular).

3. A part from the regular syllabus, the students must be taken to different industries as local visit. The faculty member incharge of local visits should go to the industries and enquire about their products of manufacture, materials procured from India or abroad, demand for the products etc. He has to collect the salient points about the industry and pass on the information to the students before visiting the industry and collect more information about men, materials, machines and processes and submit it as report.

Atleast two guest lectures in each semester must be organised by experts from industry, R&D labs IIT and NIT, so that the students can get good knowledge the faculty members attending the lecture can also develop contacts with the experts which will be useful in research, consultancy and applying for sanction of funds from various organisations.

4. It is decided that the number of programmes organised by students can be distributed in two semester so that the loss of class work will be less. Hence, students are advised to organise Sreevision, Roboveda etc in the first semester and Adastra (IEEE) in the second semester.

5. It is observed that the faculty members are appointed with basic M.Tech qualifications and they don't have any practical knowledge and they are not exposed to any industries, R&D labs and training institutions. Hence, it is

decided to depute the faculty members to undergo practical training in the reputed organisation in 6 (six) weeks during summer vacation and prepare a report and the same will be projected in the ..... lectures time so that all the other faculty members will get some knowledge. The procession faculty members can be exposed to design, planning fabrication and inspection of components for wired courses and for wired course about programming languages code writing etc.