



## 3.1.1.

**The institution Research facilities are frequently updated and there is well defined policy for promotion of research which is uploaded on the institutional website and implemented**

Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption:

s.no	Dept.	Page
1	Minutes of ADMN TEAM Meeting 02.09.2018	1 - 14
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**MVGR College of Engineering**

(Autonomous)

Chintalavalasa, Vizianagaram-535005

**ADMN TEAM**

Meeting

**122**

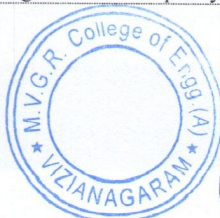
09.02.2018

**Venue:** Conference Hall, Administrative Block**Date & Time:** 9<sup>th</sup> February, 2018 at 01.00 PM**MEMBERS**

Dr. G.V.S.S.N.S.Raju Dean-Finance	Dr. Ch. Purnachandra Rao AP(Ac)	Sri P.Ranga Raju AP(Ad)
Dr. TVNP Sarathi Dean-Exams	Dr. S. Sreenivasa Rao Dean-SA	Dr. M. Sunil Prakash Dean-TP
Dr. R. Ramesh Dean-R&D	Dr. K. Rajeswara Rao Dean-CI	Dr. D. R. Prasada Raju Dean-FD
Dr. P. Ravindranadh Dean-SP	Dr. Y.M.C. Sekhar VP(Ac)	Prof.DJJ Ramachandra Raju VP(Ad)
		Dr. K. V. L. Raju Principal

**AGENDA**

	To review /recommend / appraise / record / approve / notify / ratify / update the following:	Presenter
1	(a) Report on vetting of BTech VI Semester question banks. (b) MoU with Atom Technologies as Payment gate way for examination fees. (c) Redesigning of Staff in the Examination section. (d) Report on the activities of exam cell for the month of Jan, 2018	Dean(Ex)
2	(a) Proposal to Write off outstanding dues of detained & discontinuous students for the AY 2014-15 (b) Interior works-tax adjustments (c) Compliance reports on (i) Budget, (ii) Fee receipts and (iii) Various taxes	FO
3	(a) Proposal to conduct HR conclave for the 3 <sup>rd</sup> year students in the month of March, 2018 (b) Proposal to conduct CRT and Technical training to 3 <sup>rd</sup> year students after semester end exams. (c) Placement offers during the period under reference (d) Training and placement activities during the period under reference	Dean-T&P
4	(a) Ongoing civil construction works (b) Proposed civil construction works (c) Civil maintenance works	Dean-CI
5	Installation of incinerator in Girls Hostel	VP(Ad)
6	Requirement of STOP Boards	AP(Ad)
7	(a) Commencement of class work for MBA II Semester (b) Report on BTech IV Semester Lab reviews (c) Student feedback of BTech IV & VI Semester (d) Utilization statistics of Library for the month of Jan 2018 (e) Results of BTech I, and III Semester, MBA I Semester and M.Tech III Semester (f) MTech (2016-17 batch) Projects status (g) Model curriculum designed by AICTE for BTech, MTech and MBA (h) Rejoining of Dr. R. Maheswaran (i) Special permission to Re-conduct of Mid Exams to BTech VI Sem students who were absent (j) Re-admitted students of BTech II and IV Semester (k) Detained and condonation list of MBA I Semester (l) Gold Medals announced by JUNTUK	VP(Ac)
8	Reports on Ongoing and Fresh Proposals of Funded Projects and other such research activities	Dean(R&D)
9	Faculty development activities during the period under reference	Dean(FD)
10	Purchases initiated	Dean(SP)
11	(a) Preparedness for College Day on 3rd March (i) constitution of committees and (ii) Proposals to Chief Guest and Guest of Honour Report on students fest proposals (b) Word of appreciation to student teams bagged 1 <sup>st</sup> & 2 <sup>nd</sup> positions in sports (c) Sports / NSS / NCC activities	Dean(SA)
12	(a) Correspondence from AICTE with regard to revised student-faculty ratio (b) Correspondence from NIRF with regard to revised policy on "Perception"	AP(Ac)



	(c) Proposal to be submitted to Income Tax in respect of Gratuity Fund	
	(d) Update on accreditation activities	
11	Any other item with the permission of the chair	-

## Minutes of Administration Team meeting held on 9<sup>th</sup> February, 2018 at MVGR College of Engineering

To review / recommend / appraise / record / approve / notify / ratify / update the following:

### 1 Presented by Dean (Exams)

#### (a) Report on vetting of BTech VI Semester question banks.

It is to report that, the vetting process in respect of BTech VI Semester subjects, is at the verge of completion and shall be loaded into the software by second week of March' 2018.

#### (b) MoU with Atom Technologies as Payment gate way for examination fees.

As per the practices in vogue, students are making examination fee related payments through an online platform, namely "SBI Collect". In respect of these payments, it is observed that the online platform "SBI Collect" is not compatible to the "BEE's ERP software", being used by Exam Cell. As a result, the entire records of payments made by students are being entered to "BEE's ERP software" manually leading to wastage of considerable amount of man hours of Exam Cell. In view of this, it was proposed to have another online platform which may better compatible to "BEE's ERP software" in place of SBI's. Consequently, an MoU has been signed with "Atom Technologies Payment gate way". This facilitates us to avoid the said manual interventions between payment gateway and the "BEE's ERP software" leading to faster and smooth administration in the activities of Exam Cell. In this regard it is to ratify the same.

#### (c) Redesigning of Staff in the Examination section.

Institution has been functioning as "Autonomous" from the last three academic years. In view of the said autonomy, Institution has been running two separate divisions parallelly in the same Exam Cell-one for organization of Autonomous Examinations and the other for University Examinations. As the direct association with University in regard to examinations shall come to an end by this summer, it has been felt that the human resource currently responsible for running two divisions parallelly, may be reduced / shrunk slightly for optimum utilization.

In view of the above, and also in line with the request tendered by Dr T A N S N Varma, Asst. Comptroller of Examination (ACE) for his relief, it is proposed to relieve him in the coming summer as per the plan of Exam Cell. Dean (Exams) is informed to facilitate.

#### (d) Report on the activities of exam cell for the month of Jan, 2018

##### Conduct of PG semester end & UG Supplementary examinations

<input type="checkbox"/>	MBA I Semester	-	02.01.18 to 19.01.18
<input type="checkbox"/>	BTech I & V Semester	-	30.01.18 to 06.02.18
<input type="checkbox"/>	BTech III Semester	-	07.02.18 to 14.02.18
<input type="checkbox"/>	M. Tech I Semester	-	19.02.18 to 05.03.18

##### Conduct of Spot valuation for semester end / supplementary examinations.

<input type="checkbox"/>	MBA I Semester – Valuation 2	-	06.02.18 & 07.02.18
<input type="checkbox"/>	BTech V Semester	-	12.02.18 & 14.02.18
<input type="checkbox"/>	BTech I Semester	-	12.02.18 & 14.02.18

##### Declaration of results

	Course – Sem	Declared on	Over all pass%
<input type="checkbox"/>	BTech V Semester Regular Examinations	- 15.12.17	- 73.95%
<input type="checkbox"/>	BTech III Semester Regular / Supply Examinations	- 27.12.17	- 71.86%
<input type="checkbox"/>	BTech I Semester Regular / Supply Examinations	- 30.12.17	- 70.91%
<input type="checkbox"/>	MBA III Semester Regular / Supply Examinations	- 05.02.18	- 95.33%



## 2 Presented by Dean (Finance)

## (a) Proposal to Write off outstanding dues of detained &amp; discontinuous students for the AY 2014-15

Tuition Fee dues for the AY 2014-15

In the process of reconciliation of out-standing tuition fee dues for the said year, it is identified that an amount of Rs. 10,44,400/- from 22 students (list enclosed) is un recoverable due to detentions and discontinuations. In this regard it is recommended to write off the same.

	Roll.No	Name	Outstanding fee due	Remarks
1	12331A04F1	SIVARATRI VENKATA HYMAVATHI	61500	Detained /Discontinued
2	12331A01A6	SURABHATHULA SAI KUMAR	21350	Detained /Discontinued
3	12331A0845	SATISH KUMAR SHAH	61500	Detained /Discontinued
4	13331A0434	DODDI RAJENDRADURGA PRASAD	2750	Detained /Discontinued
5	14331A0188	RAJARAO DORA	66900	Detained /Discontinued
6	14331D5605	MADUGULA SRILAKSHMI	57000	Detained /Discontinued
7	13331A0466	KASIREDDY KISHOR	66900	Detained /Discontinued
8	12331A1236	RAVADA ADITYA KUMAR	58500	Detained /Discontinued
9	12331A1250	VADDADI AJAY KUMAR	58500	Detained /Discontinued
10	11331A05B5	VISHAL	33000	Detained /Discontinued
11	14331A0836	SHAIK AMEER KHAN	33900	Detained /Discontinued
12	14331A0162	KURAMANA ROHAN	4000	Detained /Discontinued
13	12331A0530	DURI KALPANA	61500	Detained /Discontinued
14	12331A0562	MANCHUKONDA DHANA LAXMI	61500	Detained /Discontinued
15	09331A0576	NIMMAKAYALA SAMPATH KUMAR	34000	Detained /Discontinued
16	14331A0487	KOPPULA SRIRAGHAV	66900	Detained /Discontinued
17	14335A0210	GOMPA DHANALAKSHMI	38000	Detained /Discontinued
18	14331A1254	TAHERA TAHASEEN	66900	Detained /Discontinued
19	14331D8415	TIRUMALARAJU AISWARYA	25000	Detained /Discontinued
20	11331A1239	PALAVALASA PAVANI	34000	Detained /Discontinued
21	13331A0377	KUMARAPU RAMANAMMA	66900	Detained /Discontinued
22	14331A0594	MATCHA L GUNASEKHAR	63900	Detained /Discontinued
TOTAL			Rs. 10,44,400/-	

Miscellaneous Fee dues for the AY 2014-15

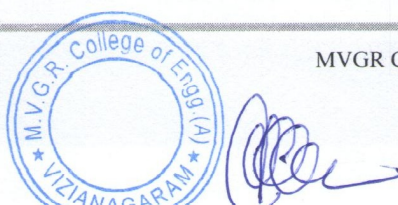
In the process of reconciliation of out-standing Miscellaneous fee dues for the said year, it is identified that an amount of Rs. 42,200/- from 12 students (list enclosed) is un recoverable due to detentions and discontinuations. In this regard it is recommended to write off the same.

	Roll.No	Name	Outstanding fee due	Remarks
1	12335A0105	HARIYALA SWAPNA	2,850	Discontinued II-I
2	11331A05B5	VISHAL	2,850	Detained in IV I joined in Air Force
3	12335A0101	ANANTHAPALLI NAVEEN	350	Discontinued in III-II
4	12335A0103	DONAKA TRINADH	2,850	Discontinued in II-I
5	12335A0112	TIRLANGI GOWTAMI	350	Discontinued in III-II
6	13331D5709	MOTHUKURI SARATH	5,850	DROP OUT
7	13331E0074	PAYALA ANIL KUMAR	2,850	DETAINED IN IST SEMESTER
8	13331E0087	SARIKA NARAYANA RAO	2,850	DETAINED IN IST SEMESTER
9	13331F0011	P. PAVANI SHIREESHA	2,850	Discontinued in I Year I Semester
10	14331D5605	MADUGULA SRILAKSHMI	7,850	Discontinued
11	13331E0037	ISARAPU GOUTHAM KUMAR	2,850	DETAINED IN IST SEMESTER
12	14331D1505	CHENNAPATI SAILAJA	7,850	Discontinued
TOTAL			Rs. 42,200/-	

## (b) Interior works-tax adjustments

Interior works in (i) M.Tech Class Rooms of ECE Department and (ii) Seminar hall of Civil Department were recently completed by M/S Sai Teja interiors, Visakhapatnam. As the work is completed, bills were submitted by the vender for final payment. In view of the above the following information is recorded here under for reference.

- In the quotation submitted by M/S Sai Teja Interiors, Visakhapatnam, the GST was not incorporated.
- But, in the bill submitted for final payment, GST @18% in added.
- However, he is eligible for input subsidy on the amounts spent on payments of materials for the said work



(approximately 50% of total cost)

In this regard, to facilitate the final payment the following recommendations are made:

1. to pay the bill amount in total
2. but to reduce the GST to 9% instead of 18% as he is eligible for input subsidy as stated above.

(c) **Compliance reports on (i) Budget, (ii) Fee receipts and (iii) Various taxes**

i. **Budget compliance**

The following is the statement of sanctioned amount, utilization and its % under various heads in the budget as on 28.02.2018:

Expenditure head	Sanctioned Amount	Utilization (in Lakhs)	%
A College Central Exp...			
1. Campus Civil Works	1500.00	503.63	33.58
2. Provision for Assets Replacement Fund (Depreciation Fund)	250.00	0.00	0
3. Cost of General facilities operation:	41.00	39.89	97.30
4. Central Assets maintenance	106.00	85.86	81.00
5. Affiliating / Mandatory/Statutory Exp..	116.00	27.60	23.79
6. Salaries& contractual payments	2495.00	1644.77	65.92
7. Professional services/ Logistics & Hospitality	80.00	27.26	34.08
8. Central Library Development	64.75	18.38	28.38
9. R & D and faculty Development	42.10	29.62	70.36
10. Student Activities	94.00	36.81	39.16
11. Promotional exp..	30.00	19.82	66.07
12. Office & Admn. exp..	27.00	12.37	45.81
13. General Amenities & Infrastructure	85.68	29.34	34.24
14. Employee welfare	440.00	200.00	45.455
B B. Department wise Allocations:	264.08	150.46	56.97
Total	5635.59	2825.80	50.14

ii. **Fee receipt compliance**

Separate statements on tuition fee and miscellaneous fee compliances are provided below for record:

**Tuition Fee (in Crs)**

AY	Total Receivable	Total Received	Total Outstanding Balance	Outstanding dues from	
				Fee reimbursement	Students
2012-13 to 2016-17	119.25	117.14	2.11	1.66	0.45
2017-18	31.71	23.37	8.34	5.93	2.40
Total			10.45	7.59	2.86

**Miscellaneous Fee (in Lakhs)**

AY	Total Receivable	Total Received	Total Outstanding Balance	Outstanding dues from	
				Fee reimbursement	Students
2012-13 to 2016-17	892.33	738.54	5.22	0.05	5.22
2017-18	148.56	140.55	8.01	0.0	8.01
Total			13.23	0.05	13.23

iii. **Taxes compliance**

The following is the statement on tax remittances during the period

Nature of tax	(in Lakhs)
TDs on employees' salaries	12.26
TDS on contractual payments	5.02

3 Presented by Dean (T&P)

(a) **Proposal to conduct HR conclave for the 3<sup>rd</sup> year students in the month of March, 2018**

MVGR jointly with NHRD Vizag Chapter is planning to conduct a two-day HR Conclave at MVGR during the period 24<sup>th</sup> to 25<sup>th</sup> March-2018. Experts from Industry in the cadres of CEOs, VPs, and Head HRs are expected to participate in the panel discussions on important themes like 'Industry practices', 'Employability Skills', 'Industry Institution gaps' etc.... In view of the objectives of the Conclave, it is proposed that 3<sup>rd</sup> year BTech students may be the right target group. The approximate budget is worked out to be Rs.6.5 Lakhs. In view of the above, it is recommended to approve the proposal.



(b) **Proposal to conduct CRT and Technical training to 3<sup>rd</sup> year students after semester end exams.**

In view of the placement drives to be conducted for the present 3<sup>rd</sup> year in next semester, it has been proposed to conduct training programs on programming languages like "C", "JAVA", "Python" immediately after the 3<sup>rd</sup> year 2<sup>nd</sup> semester exams i.e. in the last week of April, 2018.

(c) **Placement offers during the period under reference**

The following is the statement on placements up to 08.02.2018

S.No	Company Name	Drive Date	CTC	Final Selects
1	Deccan Fine Chemicals India	16-12-2017	3.41 Lpa	3
2	NALSOFT	18-12-2017	3.3 Lpa	1
3	Elevate (Khazana Group)	28-12-2017	7 Lpa	10*
4	Armatic Engineering	30-12-2017	3 Lpa	2*
5	Dixon Technologies	30-12-2017	4 Lpa	1*
6	Hansa Solutions	05-01-2018	3.5 to 7 Lpa	2
7	Concrete IO	06-01-2018	3.2 Lpa	2
8	Liquid Hub	08-01-2018	3.5 Lpa	7
9	Gigacom		3 Lpa	2
10	Virtusa	17-01-2018	3 Lpa	7
11	Celebal India (Salesforce)	9th - 12th Jan	3.6 Lpa	1
12	Nagarro (Salesforce)	9th - 12th Jan	4 Lpa	1
13	Biznus Soft (Salesforce)	9th - 12th Jan	2.4 Lpa	1
14	Asahi India Glass Ltd (AIG)	22-01-2018	3 Lpa	2*
15	Axiom IO Internship		1.2 Lpa	9
			<b>TOTAL</b>	<b>52</b>

\* final interviews pending

Total number of drives (till date) : 51

Total number of placements(till date) : 262

(d) **Training and placement activities during the period under reference**

Placement support activities during the period under reference:

	Name of the Activity	Date	Target Group
1	JUSPAY campus drive online exam	20 <sup>th</sup> December, 2017.	Final year BTech students on
2	Elevate (Khazana Group) campus drive	28 <sup>th</sup> December, 2017.	Final year MBA and BTech with management flare
3	Armatic Engineering campus drive	30 <sup>th</sup> December, 2017	Final year BTech Mech & EEE branches
4	Hansa Solutions campus drive	5 <sup>th</sup> January, 2018	Final year BTech CSE, IT & ECE branches
5	Concet.io campus drive	6 <sup>th</sup> January, 2018	Salesforce registered CSE, ECE & IT students
6	LiquidHub campus drive	8 <sup>th</sup> January, 2018	Final year BTech CSE, IT & ECE branches
7	Virtusa campus drive	17 <sup>th</sup> January, 2018	Final year BTech CSE & IT students
8	Guest Lecture by Mr. Vaibhav Agarwal, Head-MMIC/R&D, Astra Microwave, Hyderabad.	20 <sup>th</sup> January, 2018	BTech final year ECE students
9	TCS Off campus drive	31 <sup>st</sup> January, 2018.	Final year BTech registered students
10	Justdial campus drive	2 <sup>nd</sup> February, 2018	Final year BTech & MBA students
11	Pre-Assessment Test by Factor Education	3 <sup>rd</sup> February, 2018	3 <sup>rd</sup> year students of CSE, ECE & IT
12	JUSPAY campus drive online exam	20 <sup>th</sup> December, 2017.	Final year BTech students on

Career guidance activities during the period under reference:

	Activity	Date	Target Group
1	Guest Lecture on "Career Opportunities and future prospects in the Department of Atomic Energy" by Mr. G.V.S.M. Siva Kumar, Nuclear Fuel Complex, Hyderabad	23/01/2018	BTech 3 <sup>rd</sup> & 4 <sup>th</sup> year students
2	Orientation session on GATE by Mr. V. Raghuram, Manager, ONGC, Mumbai	02/02/2018	2 <sup>nd</sup> year ECE & EEE students

4 Presented by Dean (CI)

### Status reports on ongoing & proposed civil construction works and civil maintenance works

Detailed reports on ongoing & proposed civil construction works and civil maintenance works were presented by Dean(CI). The same was noted by the members



## 5 Presented by Vice-Principal (Admn)

**Installation of incinerator in Girls Hostel**

As a part of green initiative, an incinerator with capacity of 60 napkins per hour is installed in the Girls Hostel. In addition, for the benefit of inmates of Girls Hostel, low cost sanitary winding machine, a make of HLL Life Care Ltd., Coimbatore, is also installed. It supplies sanitary napkins @ Rs. 10/- per pack

## 6 Presented by Asst-Principal (Admn)

Requirement of STOP Boards is discussed at length. Asst. Principal (Administration) is informed to initiate the process of designing part of the boards

## 7 Presented by Vice-Principal (Acad)

**(a) Commencement of class work for MBA II Semester**

The class work for MBA II semester was commenced from 22.01.2018 and end on 23.06.2018

**(b) Report on BTech IV Semester Lab reviews**

The class work for BTech IV semester was commenced from 26.12.2018. At least one lab for each department was reviewed by team comprising Principal, Vice- Principal (Academic), HoD & Academic coordinator. The suggestions were given on design of the circuit / logic and project based learning to improve the attainment levels of students.

**(c) Student feedback of BTech IV & VI Semester**

1<sup>st</sup> cycle student feedback was taken for both BTech. IV & VI semester. The faculty who got feedback below 4 were called and reviewed by team comprising Principal, Vice- Principal (Academic), HoD & Academic coordinator. Suggestions were given on pedagogical aspects and comments made by the students. The details were furnished below.

**IV(II-II) Semester**

	FACULTY	DEP	SUBJECT	WAP
1	Mr.K.Santhosh Kumar	CE-1	Structural Analysis	3.82
2	Mr.S.Purushotam Rao	CE-1	Building Planning and Drawing	3.63
3	Dr.K.Suryanarayana	CE-1	Engineering Geology	3.68
4	Dr.Yogendra Patnaik P	EE-1	Electronics Devices & Circuits	3.81
5	Mr.M.Pradeep Singh	CS-2	Computer Architecture	3.55
6	Mr.B.S.Vamsi Krishna	CS-2	Operating Systems	3.96
7	Mr.K.V.Koteswara Rao	EC-1	EM Waves and Transmission Lines	3.73
8	Mr.Praveen Sai	EC-1	COA	3.17
9	Ms.Tripty Kumari	EC-2	Random Variables and Stochastic Process	3.76
10	Mr.P.L.Narasimha Raju	EC-2	Data Structures	3.82
11	Dr.M.Krishna Sastry	EC-3	Complex Variable & Statistical Methods	3.64
12	Dr.M.Satyanarayana	EC-3	EM Waves and Transmission Lines	3.91
13	Dr.D.Rama Devi	EC-3	Pulse Waves and Transmission Lines	3.93
14	Mr.P.Surya Prasad	EC-3	MATLAB	3.68

**VI(III-II) Semester**

	FACULTY	DEP	SUBJECT	WAP
1	Sri.Vidya Sagar Appaji	CS-1	Neural Networks and soft computing	3.47
2	Dr.S.Srinivasa Rao	CS-2	Software Engineering	3.53
3	Sri.G.Satyanarayana	Mec-1	Robotics	3.61
4	Dr.B.Srinivas	CS-1	Service Oriented Architecture	3.62
5	Sri.R.P.Singh	CE-1	Advanced Reinforced Concrete	3.68
6	Ms.Parimala	CS-3	Object Oriented Analysis and Design	3.69
7	Sri.B.Srinivas	Mec-1	Advanced Machining Process	3.7
8	Sri.Vidya Sagar Appaji	CS-1	Design Analysis and Algorithms	3.79
9	Sri.Sai Prasad Tenneti	CS-3	Entrepreneurship Development	3.86
10	Sri.N.Murali Krishna	Mec-2	Industrial Safety	3.89
11	Sri.G.Satyanarayana	Mec-1	Finite Element Methods	3.95
12	Dr.E.V.P.S.Pallavi	CS-2	Entrepreneurship Development	3.97

**(d) Utilization statistics of Library for the month of Jan 2018**

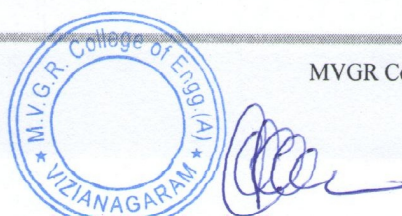
The usage statistics of library for the month of January 2018 was reviewed and recorded. The details furnished below.

Average no. of users (Gate Students) : 175 per day

Average no. of users (At digital library) : 35 per day

Total budget : Rs.63,75,000/-

Total utilization : Rs.18,58,829/-



Budget utilization upto Jan 2018:

Books Rs.17,00,000/-	Periodicals 04,75,000/-	E-Resources Rs. 38,00,000/-	Maintenance Rs.04,00,000/-
Utilized Rs.11,11,343/- (65.4%)	Utilized Rs.02,64,942/- (55.7%)	Utilized Rs. 03,13,570/- (08.25%)	Utilized Rs. 01,95,974/- (48.99%)
Balance Rs. 05,88,652/- (34.6%)	Balance Rs. 02,10,058/- (44.3%)	Balance 34,86,430/- (91.75%)	Balance Rs. 02,40,026/- (51.01%)

NPTEL offering MOOC's for the current academic year i.e from Jan-April 2019. The details of faculty and students registered for MOOC's were given below

No. of students enrolled	: 1506
No of faculty enrolled as mentors	: 31

**(e) Results of BTech I, and III Semester, MBA I Semester and M.Tech III Semester**

The results of BTech I & II semester, MBA II semester and M.Tech. III Semester were reviewed and recorded. The details of overall pass percentage was given below:

BTech. I semester	: 70.81%
BTech III semester	: 71.86%
M.B.A I semester	: 88.05%
M.B.A III semester	: 95.33%
M.Tech III semester	: 100%

**(f) MTech (2016-17 batch) Projects status**

The M.Tech.(2016-17) project status was received and recorded. The details were given below.

Branch	No. of Students	Internship	Percentage of work completed	No. of received completed	To be completed
SE	12	Completed	1-75%, 2-70%, 1-65%, 4-60%, 1-50%, 1-40%, 1-30%, 1-20%	3	3
PS	10	1(Pursuing) 9(Completed)	1-80%, 5-75%, 2-70%, 2-65%,	2	2
MD	10-1 *	Completed	1-75%, 6-60%, 1-40%, 1-30%	3	2
VLSI	6	6(Pursuing)	4-50%, 1-30%, 1-20%(change of project)	1	3
CNIS	9	1(Completed) 1(Pursuing) 7(planned)	4-65%, 2-60%, 1-55%, 1-50% 1-40%	2	2

\*Not yet submitted

**(g) Model curriculum designed by AICTE for BTech, MTech and MBA**

AICTE designed model curriculum for the UG,PG and MBA Programs in the month of January. Vice- Principal (Academics) appraised about the salient features like total No. of Credits, credits required for BTech (honours), composition of professional core, professional electives, basic science, Engineering science, humanities, open electives and project. The details were furnished below:

S.No	Category	Suggested Breakup of Credits ( Total 160)
1	Science and Humanities	12*
2	Basic Science course	25*
3	Engineering science course	24*
4	Professional core course	48*
5	Professional electives course	18*
6	Open subject – Electives	18*
7	Project work	15*
8	Traditional knowledge	(non-credits)
	Total	160*

**(h) Rejoining of Dr. R. Maheswaran**

Dr. R. Maheswaran, Associate professor of civil engineering department, went to Germany for Humboldt fellowship. The actual period is from 01.01.2018 to 31.05.2018. But he has completed all the requirements and returned back on 05.02.2018 and rejoined on 06.02.2018.

**(i) Special permission to Re-conduct of Mid Exams to BTech VI Sem students who were absent**

Representations were received from the BTech. VI semester lateral students of civil, Mechanical and Electrical requesting to re conduct the mid I exam because they had junior Engg exam conducted by staff selection commission. The issue was discussed at



the department level and as per the recommendations of the respective departments, it was considered to grant permission for Re conduct of I mid exam for the course which they were absent with a separate question paper.

A candidate bearing regd no. 15331A0185 was selected for JNTU Kakinada Hockey (men) team to participate in the south zone inter University tournament competition from 22.01.2018 to 28.02.2018. He was absent for all the I mid examinations. He made a representation for re conduct of mid exam. As per academic regulations, the average of 2 mid will be considered for final internal marks. As per the recommendation of HoD, it was recommended to conduct I mid exam to the above candidate with separate question paper.

A candidate bearing Regd. No 15331A0519 with name B.Sai teja of BTech VI semester was absent for Mid examinations due to viral fever. He requested to re conduct the mid examination with all supporting medical documents. The HoD has recommended to consider for the re-conduct of mid exams. As per the recommendation of HoD, it is consider to grant permission for re conduct of mid exam to the above candidate.

**(j) Re-admitted students of BTech II and IV Semester**

Re-admitted students of BTech. II & IV Semester was recorded. the details are furnished below

II Semester		IV Semester	
No. of candidates detained	14	No. of candidates detained	23
No. of candidates Re-admitted	6	No. of candidates Re-admitted	13
Certificates taken / Not Responding	8	Certificates taken / Not Responding	10

**(k) Detained and condonation list of MBA I Semester**

The detained and condonation students of M.B.A I semester was recorded and ratified. The details are furnished below.

Detailed candidates	: 3
Condonation	: 5

**(l) Gold Medals announced by JUNTUK**

Gold medals for the batches 2012-16 and 2013-17 was announced by JNTU Kakinada. The admin team placed appreciation to all the students who bagged gold medals. The details were furnished below

List of University Gold Medals for AY 2015-16 & 2016-17:

	Regd.No	Name of the Student	Branch	Batch	Remarks
1	12331A0128	Duba Mounica	CIV	2012-16	Branch Topper
2	12331A0844	Sandeep Mukherji	CHE	2012-16	Branch Topper
3	12331A0128	Duba Mounica	CIV	2012-16	Overall Topper (Endowment)
4	13331A0272	Nandilla Sowjanya	EEE	2013-17	Branch Topper
5	13331A0440	Gandi Ramalakshmi	ECE	2013-17	Branch Topper
6	13331A0817	I Vishnu Priya	CHE	2013-17	Branch Topper
7	13331A0272	Nandilla Sowjanya	EEE	2013-17	Overall Topper (Endowment)
8	13331A0440	Gandi Ramalakshmi	ECE	2013-17	Branch Topper (Endowment)

8 Presented by Dean(R&D)

**Reports on Ongoing and Fresh Proposals of Funded Projects and other such research activities**

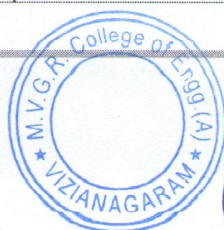
SI	PROJECT	UPDATE
1	APSSDC – SIEMENS tSDI	<ul style="list-style-type: none"> <li>Govt. Polytechnic, Cheepurupalli students were trained in 2 Wheeler and 4 Wheeler lab, CNC lab and Welding lab. A total of 50 students were trained</li> <li>A total of 214 Mechanical students are registered for Welding Lab and training is going on</li> <li>24 EEE students have registered for Home Electrical lab and training is going on</li> <li>86 students of Mechanical Engineering third year are being trained in Solid Edge. It is likely to be completed by the end of February.</li> <li>79 final year students of Mechanical are undergoing training in CNC.</li> <li>40 students (school students of 9<sup>th</sup> class) are to be trained in Electrical Home and Computer Fundamentals as per requirement given by APSSDC. This training will start from Feb. 9 to Feb. 18.</li> </ul>
2	Benaka Bio Gas Plant	<ul style="list-style-type: none"> <li>Water supply line to the plant was completed. Changes in gas pipe line design are in progress.</li> <li>The pH of the digester is being maintained between 6 to 6.5</li> </ul>



		<ul style="list-style-type: none"> <li>As per the discussion in earlier meetings, the gas pipe line layout was completed. Only the connection to the biogas geyser is remaining (currently operating with LPG gas geyser).</li> <li>The temperature sensors were procured from NEWDAWN automation and replaced the old sensors with new RTD sensors and calibrated.</li> <li>The rooftop for control panel board was also completed.</li> <li>The plant was run at different flow rates of gas to observe the bubble formation inside the digester, but no bubble formation sound observed inside the digester.</li> <li>During testing, the water gas separator drum base collapsed and the bottom pipe was broken. Hence, new water gas separator needs to be fabricated to continue the test run</li> <li>The current water gas separator was not good to carryout repair works as it was already having several leakages. Hence, we decided to fabricate new water gas separator with modified design. The necessary material required was ordered. Once the material is received fabrication will be initiated.</li> <li>The discussion room allotted for BENAKA people was provided with basic requirements of Table, Chairs, Fan and tube light.</li> <li>The necessary channel frame was provided at the site to fix the Electric control board.</li> </ul>
3	Benaka Wind Turbine Project	<ul style="list-style-type: none"> <li><b>Turbine analysis</b> – Modelling and CFD analysis using input parameters available in literature was completed. The analysis is to be finalized by considering suitable wind speed based on hourly wind speed data.</li> <li><b>Braking system</b> – Analytical design and analysis for braking system was completed.</li> <li>A group of students from B Tech VI semester fabricated Archimedes spiral blade wind turbine using GI sheet and participated in student technical fest Shaastra 2018 hosted by IIT Madras from 04.02.18 to 07.02.18.</li> <li><b>Fabrication</b> – Advance amount cheque was received on 27.12.17. Initiated the purchase of components required for fabrication of Wind turbine generator.</li> <li>To fabricate complex geometry of Archimedes spiral blade wind turbine using composite materials, 3D printing machine is required. Quotations for the same were received from different suppliers.</li> <li>Winding wire for coil fabrication, stator and rotor discs were purchased</li> <li>Order was placed for magnets procurement and received the same on 03.02.18. Stator coil fabrication has started</li> </ul>
4	Benaka Paint Project	<ul style="list-style-type: none"> <li>Globules for testing improvement in paint reflectivity were received by USA</li> <li>Experiments were conducted by painting on steel cans with Asian Paints with and without the globules. Water was filled in the jar and the temperature of the water monitored over a period of 8 hours during the day</li> <li>During the bright sunny time (12.15 PM to 2.15 PM), the APCOLITE paint mixed with the globules (only dispersed in paint) showed no appreciable effect on the IR reflection as mixing was done manually and a number of spores were noticed on painted surface</li> <li>In the second experiment, the globules were thoroughly dispersed ( 5 gm in 45 ml) in the paint by mixing using a domestic mixer-grinder. During the bright sunny time (12.15 PM to 2.15 PM) the temperature of water in box with this combination was observed to lower, but not significantly, than that in the box without globules</li> <li>More experiments with different percentage of globules needs to be tested</li> </ul>
5	Benaka IoT Smart Home Project	<ul style="list-style-type: none"> <li>Data regarding previous works done in the college has been given to Benaka</li> <li>2 page draft report submitted and forwarded to UCF staff. They have agreed to go forward</li> <li>Requested UCF for MoU format</li> <li>Discussed with Bangalore-based IoT company for support. They have agreed to support</li> <li>Conference call to be scheduled with Mr. Chaitanya of UCF at mutually convenient time after discussing with Dr. Kondala. Due to unavailability of Mr. Chaitanya, the discussion has been postponed</li> <li>No further progress has been made</li> </ul>
6	FIST	<ul style="list-style-type: none"> <li>No further progress has been made</li> <li>ECE <ul style="list-style-type: none"> <li>39 students trained on NI Equipment purchased under FIST</li> <li>Students who cleared the NI Training exam are to be provided with advanced training for 10 days by external resource person during their final year</li> <li>6 projects are being carried out using myDAQ and myRIO and will be completed by April</li> </ul> </li> <li>EEE <ul style="list-style-type: none"> <li>Faculty are already trained on Labview: How to connect Electrical Machines and Motors on DAQ</li> <li>The above training would be imparted to the students in the upcoming semester</li> </ul> </li> <li>ME <ul style="list-style-type: none"> <li>An M.Tech project is completed and 5 more BTech projects are formulated to</li> </ul> </li> </ul>



		<ul style="list-style-type: none"> <li>utilize the equipment</li> <li>➤ Pilot studies to be carried out in Machine Tools lab to measure power consumed during cutting and the vibration observed. This data is to be used to develop an IoT system</li> </ul>
7	DST CHE: Dr. D Krishna	<ul style="list-style-type: none"> <li>Chemicals and Glassware is purchased. 2 International Journal papers are under review</li> <li>Waste water synthesis has been done in the lab</li> <li>Testing has to be done on live samples of waste water for validation</li> </ul>
8	UGC CHY: Mr. Ram Kumar	<ul style="list-style-type: none"> <li>Final reports, Utilization Certificates, Audit Reports are completed. Project Closure documents are sent to UGC</li> <li>The project is closed from institution side</li> </ul>
10	DST CHY: Dr. Sarathi	<ul style="list-style-type: none"> <li>Final technical report and audited statements have been sent to DST and the project closed from institution side</li> </ul>
11	DST ECE: Dr. Anjaneyulu	<ul style="list-style-type: none"> <li>Literature survey is going on</li> <li>Equipment has been purchased and 3-day workshop conducted on the same</li> <li>Training of faculty on operation of the equipment is to be carried out</li> <li>Library of publications and books is to be built related to the project</li> <li>PI has visited ECIL and studied testing procedure of antennas</li> <li>Simulation is being carried out for single element antenna array. Design for multiple element antenna array is in process</li> <li>Pilot field trials to be conducted using already developed antennas to test TV reception in college</li> </ul>
12	DST CIV: Dr. R Maheshwaran	<ul style="list-style-type: none"> <li>Interview for JRF recruitment is conducted and suitable candidate is chosen</li> </ul>
13	DST INSPIRE: Dr. R Maheshwaran	<ul style="list-style-type: none"> <li>Development of hydrological models for Nagavalli river basin is in process</li> </ul>
14	FORAY: Dr M Subrahmanyam	<ul style="list-style-type: none"> <li>The work is in progress as per the schedule. Simulations and optimization of solar-fuel cell based hybrid energy system for agricultural applications is completed. Presently, simulations are running for solar-wind and solar-biomass hybrid energy systems</li> <li>No further progress has been made</li> </ul>
15	FORAY: Dr R Ramana Reddy	<ul style="list-style-type: none"> <li>Simulation of signalling of traffic lights based on density is successfully completed.</li> <li>Simulation of Identification of priority vehicles like ambulance is carried out with available data</li> <li>Experimental work needs to be carried out. No further progress has been made</li> </ul>
16	FORAY: Mr S M S Varma	<ul style="list-style-type: none"> <li>Work Completed: Procurement of material; ANSYS model for unreinforced bottle shaped strut; Casting and Curing of Concrx Macro and Steel Micro fiber Panels and Cylinders</li> <li>Work to be done: Testing of Concrx Macro and Steel Micro fiber Panels and Cylinders; Casting and Testing of Steel Macro and Polypropylene Micro fiber Panels and Cylinders; ANSYS model for fiber reinforced concrete; Result analysis</li> <li>Problems encountered: Testing of panels halted due to unavailability of Data Acquisition System</li> <li>Procurement of Macro Steel fibers became problem due to GST</li> <li>Casting of other fiber combinations not done due to unavailability of curing tank</li> <li>Request is made for extension of project by 4 months</li> <li>No further progress has been made</li> </ul>
17	FORAY: Mr K Rakesh	<ul style="list-style-type: none"> <li>Design of the stick prototype has been completed</li> <li>Analysis of the prototype to be done and based on analysis, fabrication of the prototype will be carried out</li> <li>No further progress has been made</li> </ul>
18	FORAY: Ms K Sobha Rani	<ul style="list-style-type: none"> <li>As per the requirements, the course is deployed at the following URL: <a href="https://ksr.moodlecloud.com">https://ksr.moodlecloud.com</a></li> <li>Two different course modules of "Data Analytics" and "Design Patterns" under "Google Course Builder" and "Moodle" open source course platforms respectively.</li> <li>"Design Patterns", a 4-week module was developed, deployed and is being accessed by VI semester IT students (strength: 48)</li> <li>For development of detailed course content, a dedicated acoustic studio is required where recordings have to be made professionally. This civil infrastructure needs to be established</li> <li>Barring this, the work of the project is completed</li> </ul>
19	FORAY: Mr Sivabhanu Sripathi	<ul style="list-style-type: none"> <li>Work Completed: Procurement of material, Casting and Curing of Concrx Macro and Steel Micro fiber Cubes and Cylinders</li> <li>Work to be done: Testing of Concrx Macro and Steel Micro fiber Cubes and Cylinders; Result analysis</li> <li>Problems encountered:</li> <li>Testing of panels halted due to unavailability of Data Acquisition System</li> </ul>



		<ul style="list-style-type: none"> <li>• Procurement of Macro Steel fibers became problem due to GST</li> <li>• Casting of other fiber combinations not done due to unavailability of curing tank</li> <li>• Request is made for extension of project by 4 months</li> <li>• No further progress has been made</li> </ul>
20	DST CIV: Seminar Grant	<ul style="list-style-type: none"> <li>• All necessary documents have been submitted to DST for closing of the project</li> <li>• However, SERB is asking for NGO Darpan ID for clearing the accounts and sending us the grant amount. Clarification needs to be taken from SERB as our college is not a NGO</li> </ul>
21	Research in Collaboration with Univ. of South Africa	<ul style="list-style-type: none"> <li>• Students of MEC, under guidance of faculty have carried out preliminary CFD modelling of flow through pipe</li> <li>• The same is to be extended for the actual research requirement of Mr. Rajeshwar, engineer from GE pursuing his PhD at Univ. of South Africa</li> <li>• Tentatively, the old generator room has been earmarked as location for the establishment of pilot test facility for experimental work. The equipment will be established by Mr. Rajeshwar and experimental work will be carried out by MVGR</li> <li>• No further progress has been made</li> </ul>
22	Research Incentive Policy	<ul style="list-style-type: none"> <li>• Newly drafted Research Incentive Policy for the year 2018 has been sent to the Admin Team for suggestions and corrections (if any)</li> <li>• Final policy will be circulated to all staff this week</li> </ul>
23	SIRO Application	<ul style="list-style-type: none"> <li>• The institute is contemplating application as a SIRO centre</li> <li>• Data is being collected and the application filling is in process</li> <li>• The same is to be reviewed by Admin team this week before submitting</li> </ul>
25	Faculty Applied for 3 Months Leave	<ul style="list-style-type: none"> <li>• Undertaking forms for special leave of 3 months for submission of PhD thesis have been taken from the faculty</li> <li>• Since the tenure of 6 months is finishing by February, notice has to be sent to the respective faculty</li> </ul>
26	Long Leave: Dr. R. Maheswaran	<ul style="list-style-type: none"> <li>• Dr. Maheswaran has received the prestigious Alexander von Humboldt fellowship and has proceeded to Univ. of Potsdam</li> <li>• He is granted leave without pay as per regulations of the fellowship for a period of 5 months (Jan to May)</li> </ul>
29	Application for Research Centre under JNTUK	<ul style="list-style-type: none"> <li>• Applications were submitted by 8 departments to JNTUK for recognition as research centre</li> <li>• Departments of MEC, CHE, MAT, CIV, CSE have been awarded Research Centre status and CERTIFICATE RECEIVED</li> <li>• Visit for MBA department has been completed by the expert committee. Awaiting formal approval and receipt of certificate</li> <li>• Expert committee for EEE and ECE departments has been constituted but yet to visit</li> <li>• No change in status</li> </ul>
30	Invitation from Bennett University for Partnership	<ul style="list-style-type: none"> <li>• Invitation has been received from Bennett University for partnership with them in extending training to other institutions in the area of Deep Learning and AI Skills</li> <li>• A letter of acceptance and support to Bennett University for this has been sent addressed to The Royal Academy of Engineering, UK which is the funding agency</li> <li>• This interaction provides opportunity for 5 faculty to get trained, set up a research group and also supports faculty exchange, student internships and workshops</li> </ul>

## 9 Presented by Dean(FD)

**Faculty development activities during the period under reference**

Detailed reports on faculty development activities including MOOCs and NPTEL courses done by faculty were presented by Dean(FD). The same was noted by the members

## 10 Presented by Dean(SP)

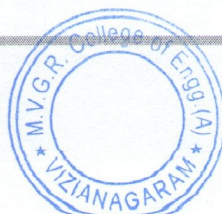
Detailed information with regard to purchases initiated was presented by Dean(T&P) for the information of the members

## 11 Presented by Dean(SA)

**Preparedness for College Day on 3rd March**

Preparedness has been summarized as follows for the information of the members:

1. Dr. M Chandrasekhar, Director IIM, Visakhapatnam is proposed to be invited as Chief Guest.



2. Dr. Laxman Prasad, Director, RKG Group of Institutions, Gaziabad is proposed to be invited as Guest of Honour.

3. The following is the tentative budget arrived at:

Item of description	Amount (in Rs.)
Academic Awards	Rs. 14,00,000/-
Sacks	Rs. 1,70,000/-
General arrangement Other Expenditures	Rs. 5,00,000/-
<b>TOTAL</b>	<b>Rs. 20,70,000/-</b>

4. Faculty & Student volunteer teams are constituted for general and other arrangements of the said event

## 12 Presented by Asst-Principal(Acad)

### (a) Correspondence from AICTE with regard to revised student-faculty ratio

AICTE, the regulatory authority of technical education in India, has issued new guidelines pertaining to student and faculty ratio, effective from the next academic year 2018-19. As per the guidelines in vogue, the institutions offering technical education are required to maintain students and faculty ratio @ 15:1. Now, as per the new guidelines, stated above, the said ratio has been relaxed to 20:1 in case of UG engineering programme and MBA. However, the ratio in case of PG engineering programs has not been altered / relaxed. A comparative statement on requirement of faculty as per old and new guidelines has been presented here under for immediate reference:

Dept	Faculty requirement for UG program				Faculty requirement for PG program				
	Students	@ 15:1	@ 20:1	Difference	Students	@ 15:1	@ 20:1	Difference	
MEC	540	36	27	9	18	3	3	0	
ECE	540	36	27	9	36	6	6	0	
CSE	540	36	27	9	18	3	3	0	
EEE	360	24	18	6	18	3	3	0	
IT	180	12	9	3	18	3	3	0	
CIV	360	24	18	6	18	3	3	0	
CHE	180	12	9	3	-	-	-	-	
MBA	-	-	-	-	120	16	12	4	
S&H	900	60	45	15	-	-	-	-	
Total-UG				60	Total-PG				4

In view of the above it is to infer that a cushion of 64 faculties has come to the benefit of the institution.

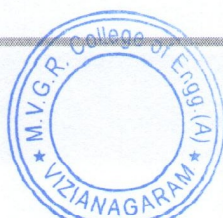
### (b) Correspondence from NIRF with regard to revised policy on "Perception"

National Institutional Ranking Framework (NIRF) has brought in a minor change in its assessment methodology to be adopted with effect from the calendar year 2018. In its communication to the institution through its website, it is stated that the sub component of "public perception" has been withdrawn/ discontinued. It is further stated that the computational weight (i.e. 0.25) of said component shall accordingly be adjusted to the three other sub components of "perception parameter". This has been recorded here for the information of the members

### (c) Proposal to be submitted to Income Tax in respect of Gratuity Fund

The following lines with regard to Institute's Group Gratuity Scheme are presented hereunder for immediate reference :

- College has implemented Group Gratuity Scheme for the staff on rolls with effect from 01.07.2017 by paying an initial amount of Rs.2 Crores.
- Original LIC Policy of the said scheme has already been handed over to the Institution by LIC Officials on 06.01.2018
- Now, the next step is to proceed to make a proposal for registration of the said scheme under Schedule – IV of Part C of the Income Tax Act. This activity of registering of the scheme at the office of Income Tax Commissioner, has been executed under the guidance of the college auditor, Sri P.S.C.Nageswara Rao
- When contacted, Auditor has suggested to make the following documents readily available to initiate the registration:
  - MANSAS Trust Board Resolution
  - Gratuity Trust Deed
  - LIC Policy of the said scheme
  - Bank account number opened on the name of Gratuity Trustees to operate gratuity fund
- Item Nos. 1 to 3 are available either in the office of the college or society. Item No.4 i.e., opening a new bank account on the names of the trustees of the Gratuity Scheme, requires immediate attention. Also, the entire exercise of registration of the scheme at the office of the Income Tax Commissioner and thereafter communicating the same, in writing to LIC, is expected to happen on or before 31.03.2018.



In view of the above, an exclusive bank account for operational purpose of gratuity fund, has been opened at Canara Bank in the college campus.

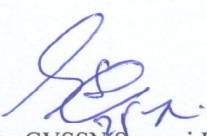
**(d) Update on accreditation activities**


The following is the status on submission of Pre-Qualifiers / Compliance Reports of various programs to NBA

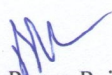
	Programs	Duration	Valid up to	CR/PQ	Status
1	BTech. (CHE)	5 Years	30.06.2020	-	NA as validity is up to 2020
2	BTech. (CIV)	3 Years	30.06.2019	-	NA as validity is up to 2019
3	BTech. (MEC)	3 Years	30.06.2018	CR	Compliance Reports of all the programs were submitted on 30.01.2018
4	BTech. (ECE)	5 Years	30.06.2018		
5	BTech. (CSE)	5 Years	30.06.2018		
6	BTech. (IT)	5 Years	30.06.2018		
7	BTech. (EEE)	5 Years	30.06.2018		Pre-Qualifier was already submitted. Payment of accreditation fee was done on 23.11.2017. A remainder has also been sent to NBA on 05.02.2018 with a request to expedite the process
8	MBA	3 Years	04.01.2016	PQ	

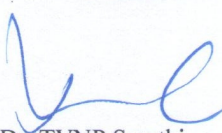
**11 Any other item with the permission of the chair**

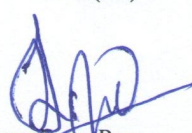
**MEMBERS PRESENT**


  
Dr. GVSSN Sanyasi Raju  
Dean-Fin

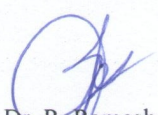
  
Dr. Ch. Purnachandra Rao  
AP(Ac)

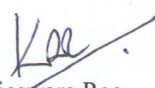
  
Mr. P. Ranga Raju  
AP(Ad)

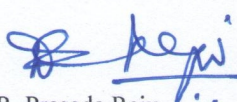
  
Dr. TVNP Sarathi  
Dean-Exams

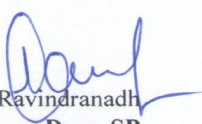
  
Dr. S. Sreenivasa Rao  
Dean-SA

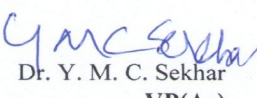
  
Dr. M. Sumi Prakash  
Dean-TP

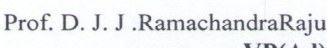
  
Dr. R. Ramesh  
Dean-R&D


  
Dr. K. Rajeswara Rao  
Dean-CI

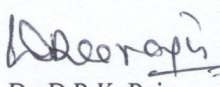
  
Dr. D. R. Prasada Raju  
Dean-FD

  
Dr. P. Ravindranadh  
Dean-SP

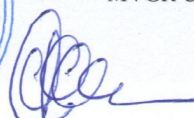
  
Dr. Y. M. C. Sekhar  
VP(Ac)

  
Prof. D. J. J. RamachandraRaju  
VP(Ad)

  
Dr. K. V. L. Raju  
Principal

  
Dr. D.R.K. Raju  
Correspondent





**Venue:** Conference Hall, Administrative Block**Date & Time:** 14<sup>th</sup> October, 2017 at 02.00 PM**MEMBERS**

Dr. G.V.S.S.N.S.Raju Dean-Finance	Dr. Ch. Purnachandra Rao AP(Ac)
Sri P.Ranga Raju AP(Ad)	Dr. TVNP Sarathi Dean-Exams
Dr. S. Sreenivasa Rao Dean-SA	Dr. M. Sunil Prakash Dean-TP
Dr. R. Ramesh Dean-R&D	Dr. K. Rajeswara Rao Dean-CI
Dr. D. R. Prasada Raju Dean-FD	Dr. P. Ravindranadh Dean-SP
Dr. Y.M.C. Sekhar VP(Ac)	Prof.DJJ Ramachandra Raju VP(Ad)
	Dr. K. V. L. Raju Principal

**AGENDA**

	To review /recommend / appraise / record / approve / notify / ratify / update the following:	Presenter
1	a) Status on Question Bank vetting process under Autonomous b) Activities of Examination Section in the month of September, 2017	Dean(Ex)
2	a) Compliance reports on (i) Budget, (ii) Fee receipts and (iii) Various taxes b) Ratification of expenditure in construction of new additional floors over the existing dining hall of girls hostel	FO
3	a) Empanelment of MVGR under PM YUVA Yojana b) MOU with Efftronics Systems c) Extension of mentoring services being offered by Leadership Foundation d) Conduct of TCS Specific training program e) Placement offers during the period f) Report on training and placement activities during the period	Dean-T&P
4	a) Ongoing civil construction works b) proposed civil construction works c) Civil maintenance works	Dean-CI
5	a) Report on institution of new Intercom facility in the campus b) Proposal to remunerate extra hour services rendered by technicians and others	VP(Ad)
6	a) Mock demonstration on usage of fire extinguishers b) Model room in upcoming Boys hostel	AP(Ad)
7	a) Academic Calendar of MTech. b) Final admission status of BTech, MBA and MTech for the AY2017-18. c) Status of Library resources procurement and utilization. d) MTech Projects 2015-17 batch. e) FDP's attended by faculty. f) NPTEL MOOCs. g) BTech I Semester I cycle student feedback.	VP(Ac)



	h) Detained and condonation list of IV BTech I Semester. i) Issue of ID Cards to first year students. j) Registration of BTech guru platform by BTech III Semester students. k) Mid performance of BTech V and III Semester. l) Sanction of leave for visiting University of Postdam by Dr. Maheswaran, AsCP-CIV m) Sanction of EOL to Ms. Hemalatha, AstP-CHE.	
8	Reports on (a) Siemens-tSDI (b) Benaca Bio gas Plant, (c) TOEFEL Testing center (d) Proposal of Dr. Indira Nair (e) Research Incentive policy (f) Undertaking letter from PhD pursuing faculty (g) Clarivate analytics (h) 2nd Edition of Higher Education Conclave	Dean(R&D)
9	Registration of five UG programs for third cycle of accreditation	AP(Ac)
10	Any other item with the permission of the chair	-

### Minutes of Administration Team meeting held on 14<sup>th</sup> October, 2017 at MVGR College of Engineering

**To review /recommend / appraise / record / approve / notify / ratify / update the following:**

1 Presented by Dean(Exams)

**a) Status on Question Bank vetting & setting process under Autonomous**

Vetting

- i. Vetting of Question Banks of V semester subjects is over
- ii. The process of loading into the Software is initiated

Setting

- i. The process of setting of Question Banks for the subjects of VI semester is already initiated
- ii. It takes 4 weeks' time to get it completed

**b) Activities of Examination Section in the month of September, 2017**

1. PC application and the data related to First batch of MBA under autonomy were submitted to JNTU.
2. Release of PC & CGM notification for M. Tech 2015 admitted batch.
3. Declaration of results
  - a. BTech II Semester supplementary examinations
  - b. MBA II Semester Regular / supply result.
  - c. MTech II Semester Regular / supply result.
  - d. MTech IV Semester Project viva voce result.
  - e. Revaluation results of BTech II Semester supplementary examinations
4. Notification of BTech V Semester is released.
5. Preparatory works for University examinations were initiated.
6. Introduction of Bio-metric device for the staff posted for examination duties.
7. Panel of Chief Superintendents / observers.
8. Consent was given for conduct of online examination (Vizag Steel Plant) on 28 & 29<sup>th</sup> Oct-2017.



## a) Compliance reports on (i) Budget, (ii) Fee receipts and (iii) Various taxes

## i. Budget compliance

The following is the statement of utilization and its % under various heads in the budget:

	Expenditure head	Budgeted amount (in Lakhs)	Utilization (in Lakhs)	%
1.	Campus Civil Works			
2.	Boys Hostel	1500.00	107.05	7.14
3.	Provision for Assets Replacement Fund (Depreciation Fund)	250.00	250.00	100.00
4.	Cost of General facilities operation:	41.00	23.64	57.67
5.	Central Assets maintenance	106.00	36.37	34.31
6.	Affiliating / Mandatory/Statutory Exp..	116.00	5.27	4.54
7.	Salaries& contractual payments	2495.00	875.29	35.08
8.	Professional services/ Logistics & Hospitality	80.00	18.60	23.25
9.	Central Library Development	64.75	10.42	16.09
10.	R &D and faculty Development	42.10	26.87	63.81
11.	Student Activities	94.00	22.00	23.41
12.	Promotional exp..	30.00	12.34	41.13
13.	Office & Admn. exp..	27.00	5.46	20.23
14.	General Amenities & Infrastructure	85.68	17.30	20.20
15.	Employee welfare	440.00	200.00	45.45
16.	Department wise Allocations:	264.06	47.77	18.09
	Total	5635.59	1658.38	29.43

## ii. Fee receipt compliance

Separate statements on tuition fee and miscellaneous fee compliances are provided below for record:

**Tuition Fee-as on 30/09/2017**

AY	Demand	Outstanding dues from	
		Fee reimbursement	Students
2012-13 to 2015-16	894186400	8048100	3314850
2016-17	298255700	11056275	2225915
2017-18	327464600	87266800	101269087
Total	894186400	8048100	3314850

**Miscellaneous Fee-as on 30/09/2017**

AY	Demand	Outstanding dues from	
		Fee reimbursement	Students
2012-13 to 2015-16	59280900	5000	695690
2016-17	15095500	0	148500
2017-18	154.5	0	34.94
Total	59280900	5000	695690

## iii. Taxes compliance

The following is the statement on tax remittances during the period

Nature of tax	Amount in Lakhs
TDS on contractual payments	2.71
TDS on employees' salaries	8.31

## b) Ratification of expenditure in construction of new additional floors over the existing dining hall of girls hostel

Construction of new additional floors over the existing dining hall of the girls hostel was self-executed by the Institution using internal resources. The said work was completed as on 10.10.2017. As per the reports submitted, an amount of Rs. 1,23,31,717 is ratified as total expenditure in execution of the work



**a) Empanelment of MVGR under PM YUVA Yojana**

For the empanelment of our institution under PM YUVA Yojana an application was forwarded to the National Project Director, PM YUVA Yojana. This project PM YUVA Yojana is aimed at creating an enabling eco system for Entrepreneurship development in the country. The application is in the process of scrutiny.

**b) MOU with Efftronics Systems**

Efftronics systems Pvt. Ltd an electronics core company situated at Vijayawada has agreed to have an MOU with our institution for student and faculty internships, students industry visits, Guest lectures and placements for a period of two years

**c) Extension of mentoring services being offered by Leadership Foundation**

The extension for mentoring services offered by Leadership Foundation was discussed and in view of finishing the startup ideas and also to make all the 1st year students to be a part of Leadership Foundation, the committee recommends for extension of services of Leadership Foundation for one month i.e. for the month of Oct'2017 for which an amount of Rs.50,000/- has to be paid.

**d) Conduct of TCS Specific training program**

Every year before the TCS campus drive the final year students were given TCS specific training. In spite of the last year's conversion rate of 5%, the committee recommends to offer training this year also as the training will benefit the students in view of the changed pattern of TCS i.e. instead of 2 sections (Aptitude & Email writing) the exam consists of 4 sections (Aptitude, Email writing, MCQs & coding test).

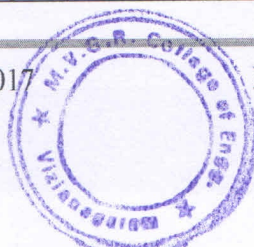
**e) Placement offers during the period**

Total number of students placed in the last AY 2016-17: 452. Placements for the current AY have already been started. The following is the statement on placements up to 30.09.2017

S.No	Company Name	Drive Date	CTC	Final Selects
1	SAN Engineering	11-09-17	3 Lpa	* 5 (CEO Round Pending)
2	Signode(2017)	11-09-17	4.8 Lpa	0
3	Mroads	13-09-17	7 Lpa	0
4	Raster Technologies	18-09-17	1.6 Lpa	4
5	Medha Servo	21-09-17	3.6 Lpa	Pending
6	Adobe	22-09-17	21 Lpa	0
7	Aparna Constructions (2017)	22-09-17	2 Lpa	1

**f) Report on training and placement activities during the period****Placement support activities during the month of September 2017**

	Name of the Activity	Date	Target Group
1	Training program on "Coding"	7 <sup>th</sup> to 10 <sup>th</sup> September'2017	B.Tech final year CSE, ECE, EEE, IT & Mech students
2	SAN Engineering & Locomotives Co. Ltd campus drive	11 <sup>th</sup> Sep'2017.	B.Tech Mech & EEE final year students
3	Mroads campus drive	13 <sup>th</sup> September'2017	B.Tech final year CSE, ECE, EEE, IT & Mech students
4	Pre - placement talk by Mr.K.V.V.Satyanarayana, HR Manager – VEM Technologies.	16 <sup>th</sup> September'2017	B.Tech final year ECE, EEE & Mech students
5	Workshop and Hackathon on BLOCKCHAIN Technologies by APITA.	20 <sup>th</sup> & 21 <sup>st</sup> September'2017	B.Tech 3 <sup>rd</sup> & 4 <sup>th</sup> Year students



6	Adobe campus drive.	22 <sup>nd</sup> September'2017	B.Tech final year CSE,ECE & IT students
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Career guidance activities during the month of September 2017

	Activity	Date	Target Group
1	Orientation on Australia Education by Mr.Inthyaz, Aeri Officer, Australia High Commission	16/09/2017	B.Tech 3 <sup>rd</sup> & 4 <sup>th</sup> year students
	Student Outreach Campaign by Indian Army by Col. Chandra Prakash, Indian Army	21/09/2017	B.Tech 3 <sup>rd</sup> year students

4 Presented by Dean(CI)

a) Ongoing civil construction works

A report on status of ongoing civil construction works is recorded below for record:

Name of the work	Estimated amount Rs in Lakhs	Built up area in square feet	Expenditure in Lakhs 21-8-2017	Latest expenditure as on 12-10-2017 in Lakhs	Present status
Sir Vijji Sports Complex – Ground floor, first and second floors	69.30	9406	50.78	52.78	The work was completed and Gym was established in ground floor.
Construction of Boy's Hostel – block 1, 2 and Amenities block	2268	162490	Nil	75	The work was taken up by Mehar Infra and footings and columns were cast up to plinth level in respect of Amenities and Block 1 of hostels
Construction of Central Library	550	46730	325	325	The work is in progress.
<b>Grand total</b>	<b>2887.30</b>	<b>2,18,626</b>	<b>375.78</b>	<b>452.78</b>	

b) proposed civil construction works

A report on status of proposed civil construction works is recorded below for record:

Name of the work	Estimated amount Rs in Lakhs	Built up area in square feet	Latest status
Construction of 1 <sup>st</sup> floor over the existing canteen	72.30	6570	Quotation was received from Engineers Roofing Solution for an amount of Rs 28.84 Lakhs excluding civil works and the issue shall be finalized after receipt of two more quotations.
Construction of R & D building on the south side of Mechanical block ( G+2)	598	33,480	Foundation stone was laid on 26-8-2017. Detailed estimate along with draft tender notice was received from the consultant and is under scrutiny.
Providing additional accommodation in the existing Canara bank	19	1000	The work shall be taken up departmentally after shifting the bank premises to the ground floor of sports complex.
Modification of existing parking shed by the side of Swami Vivekananda statue to serve as a generator room	2.50		The work shall be taken up departmentally during the 2 <sup>nd</sup> fortnight of this month.



c) **Civil maintenance works**

A report on status of civil maintenance works is recorded below for record:

Name of the work	Estimated amount Rs in Lakhs	Built up area in square feet	Latest status
Replacement of AC sheets with new AC sheets in respect of workshops – 6 nos area of each work shop- 5720 square feet total area: 34,320	17.00	34,320	The work shall be taken up depending up on the Academic schedule.
Girls hostel – inside painting work for block A and B	10.00	58,200	The work shall be taken up during the ensuing summer vacation.
Providing water facilities to ECE block with a dedicated bore	1.00		It is proposed to dig a bore exclusively for ECE block.
Replacement of old steel ventilators with UPVC ventilators in Mechanical, ECE and CSE blocks -	1.20	264	The work shall be taken up after receipt of quotations from 3 agencies
Grand total	29.20		

## 5 Presented by Vice-Principal(Admn)

a) **Report on institution of new Intercom facility in the campus**

In line with the approved minutes of earlier meeting, work has already been taken up. A report on the current status is presented by Vice-Principal(Administration) for the information of the members.

b) **Proposal to remunerate extra hour services rendered by technicians and others**

As per current practices in vogue, we are paying remuneration to computer technician @Rs.100/- per hour. In case of generator operator, Electrician, Plumber and A.C Mechanic, this arrangement is not yet sanctioned. In view of the above, it is proposed to consider remuneration to the extra hour services they render to the institution after office hours, as per the following guidelines:

1. The services up to 6 PM need not be shown any consideration
2. Service after 6 P.M. in working days, if proper need authentication is there, if the concerned authorities certify, they may be considered for remuneration @ Rs. 100/- per hour.
3. When called on holiday, if it is half-day, an amount of Rs.200/- and Rs.300/- for full day may be considered.
4. When occasionally asked to work in sister organizations of MANSAS, an amount of Rs.100/- transport charges may be considered.

## 6 Presented by Asst-Principal(Admn)

**Mock demonstration on usage of fire extinguishers**

Asst-Principal(Administration) is informed to prepare a plan of action

## 7 Presented by Vice-Principal(Acad)

a) **Academic Calendar of MTech.**

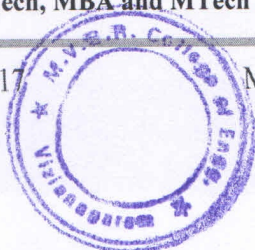
Academic Calendar of MTech. for the Academic Year 2017-18 is prepared and circulated to all HOD's and students.

Commencement of class work: 12-10-2017  
End of class work : 03-03-2018

b) **Final admission status of BTech, MBA and MTech for the AY2017-18.**

Minutes of ATM-120 dated 14.10.2017

MVGR College of Engineering (Autonomous)



The admissions of all programmes (BTech, MTech, and MBA) were completed for the AY 2017-18. The details are furnished below

B.Tech. = 873  
 M.B.A = 120  
 M.Tech = 46 (Structural Engineering -12, Power systems -7, Product Design and Manufacturing - 13, VLSI - 5, Communication Systems -5, CNIS -4.)

Also, B-Category and spot admissions data of BTech, BTech(Lateral Entry), MBA and MTech was submitted to Higher Education for ratification.

**c) Status of Library resources procurement and utilization.**

The order was placed for procurement of B.tech. VI semester Books. The budget utilisation is furnished below.

for procurement of books Rs.17,00,000/-  
 1385 Volumens )

Allocated budget  
 Utilised = Rs. 5,02,240/- (Received

The following are the usage statistics of September and August

	September	August
Digital Library Average usage :	57	48
Gate Register Average usage :	228	138
Books average issue :	123	

**d) MTech Projects 2015-17 Batch.**

The status of MTech (2015-17 batch) projects was reviewed and details are furnished below:

MTech	No. of Students	Eligible	Completed	Panel Submitted	Pre task completed
Structural Engg	14	12	2	9	3
Power Systems	10	9	1	4	2
Machine Design	15	10	5	8	-
VLSI	17	17	-	17	-
CSE	12	11	1	8	2
CNIS	12	11	1	11	-

The progress of M.Tech. projects of 2016-17 was reviewed and details are furnished below:

Specialization	Students	NE	Duration of Internship	# Students Completed/ Planed	If Planed period
SE	12	-	3 to 10 weeks	Completed (12)	-
PS	10	-	4 – 6 weeks	Planned (10)	Sep – Dec
MD	10	1	2 – 4 Weeks	Completed (10)	-
VLSI	6	-	8- 48 weeks	Completed (3)	-
CNIS	9	-	8 – 10 weeks	Planed (9)	Nov – May

**e) FDP's attended by faculty.**

No of FDPs ( Workshop, Paper Presentations, Internship ) = 40

**f) NPTEL MOOCs.**

The no. of students / faculty enrolled for NPTEL MOOCs = 1745  
 No. of students / Faculty enrolled for exam = 151

**g) BTech I Semester I cycle student feedback.**

B.Tech. I semester 1st cycle students feedback was taken. The following faculty are having below 4.



S.No	FACULTY NAME	DEP	SUBJECT	WAP
1	Dr.K M M Krishna Prasadh	EEE-1	Engineering Chemistry	3.44
2	Mr.K.T.J Naidu & Mr. Santhosh	EEE-1	BCME	3.28
3	Mr.G N V Raja Reddy	EEE-1	CP	3.77
4	Dr.S.Srinivasa Rao	EEE-2	ED	3.61
5	Sri.P L N Raju	Mech-1	Computer Programming	3.96
6	Dr.D.Krishna	Mech-2	Environmetal Studies	3.94
7	Sri.M Anil Prakash	Mech-3	Engineering Drawing	3.88
8	Sri.P.Satish	Mech -3	Engineering Physics	3.97
9	Mrs.R Hema latha	Mech -3	Environmetal Studies	3.68
10	Dr.Krishna Sastry	Mech -3	Engineering Mathematics	3.73
11	Dr.P.Govinda Rao	ECE-1	Mathematics -I	3.84
12	Dr.R.Ramana Reddy	ECE-1	FEDC	3.86
13	Dr.N.Annapurna Devi	ECE-1	Environmetal Studies	3.97
14	Dr. P.V.Gopal Singh	ECE-2	Environmetal Studies	3.18
15	Dr.B.Sarva Rao	ECE-3	Environmetal Studies	3.83
16	D.Rama Devi	CSE-1	FECD	3.74

Principal, Vice-Principal(Academic) , HOD's & Academic Coordinator were interacted with the faculty who got rating less than 4 and suggestions were given in the areas of pedagogy , content, teaching learning practices for further improvement,

**h) Detained and condonation list of IV BTech I Semester.**

Details IV B.Tech. I Semester students who have detained due to lack of attendance and condoned due to shortage of attendance are furnished below

Branch	No.of Students Condoned	No.of Students Detained
<b>CE</b>	34	4
<b>EEE</b>	19	2
<b>MEC</b>	39	0
<b>ECE</b>	19	2
<b>CSE</b>	49	3
<b>CHE</b>	13	0
<b>IT</b>	19	0
<b>Total</b>	192	11

**i) Issue of ID Cards to first year students.**

ID Cards were issued to all B.Tech. & MBA I years students for the AY 2017-18. The issue of ID cards to M.Tech. I Semester students is under process.

**j) Registration of BTech guru platform by BTech III Semester students.**

Registration of B.Tech . III Semester students was completed. This enables the students to practice on general aptitude, English and core areas.

**k) Mid performance of BTech V and III Semester.**

Average Mid performance if B.Tech. V semester was reviewed. The average mid performance of 4 course in B.Tech. V Semester was observed below 15 ( out of 30) the details are furnished below.

	Name of the Subject	Faculty Handled	Sub Average
1	Geotechnical Enginnering	Dr.K.Rajeswa Rao	13.97
2	Microprocessors and Microcontrollers	Mr.P.Srikanth, Mr.M.Nagendra Kumar	14.78
3	Web Technologies	Mr.R.Ravikanth, Dr.B.Srinivas, Mr.C.V.Rao	13.66
4	Organic chemistry	Dr.Abdul razak	14.91



Average Mid performance of B.Tech. III semester was reviewed. The average mid performance of 4 courses in B.Tech. III Semester was observed below 15 (out of 30) the details are furnished below.

	Name of the Subject	Faculty Handled	Sub Average	
1	Strength Materials –I	Dr.P Markandeya Raju	13.53	
2	Elements of Surveying	Me.S.Purushotham Rao	12.73	
3	Fluid Mechanics	Dr.S.Chandramouli	13.66	
4	Organic chemistry	Dr.Abdul razak	14.91	A team

comprising Principal, Vice- Principal ( Academic), HOD's and academic coordinates is interacted with the concerned faculty and suggestions were given in the areas of pedagogy & Teaching learning practices to improve the students' performance.

**l) Sanction of leave for visiting University of Postdam by Dr. Maheswaran, AsCP-CIV**

Dr.Maheswaran, Associate Professor of civil engineering will be visiting university of Potsdam from 23.10.2017 to 04.11.2017. It is considered to sanction the leave for the above period as academic leave.

**m) Sanction of EOL to Ms. Hemalatha, AsP-CHE.**

Ms. R.Hemalatha. Assistant Professor of chemical engineering, was joined in the month of June 2017. But suddenly her husband was expired. She applied leave from 28.01.2017 to 16.08.2017. She is not having any leaves to her credit. It is recommended to consider the above leave as extra ordinary leave .

8

Presented by Dean(R&amp;D)

**Reports on (a) Siemens-tSDI (b) Benaka Bio gas Plant, (c) TOEFEL Testing center (d) Proposal of Dr. Indira Nair (e) Research Incentive policy (f) Undertaking letter from PhD pursuing faculty (g) Clarivate analytics (h) 2nd Edition of Higher Education Conclave**

**a) APSSDC-SIEMENS (tSDI)**

Associate Project Director- SIEMENS, A. Ravi Kumar along with his team comprising of experts in the field of allocated labs have visited the campus on 23.09.17 for stock verification purposes. Issues of undelivered stock in case of Home Electrical Lab, access denial issues in case of software and non-deliverance of product key for NX software have been put forward. Committee responded favorably and addressed few of them by giving product key for Solid edge and MS Office software. Product keys are yet to be released for NX and other Process Oriented Design related software. Undelivered stock is in the process of getting delivered.

**b) Benaka Projects:Bio-gas Project:**

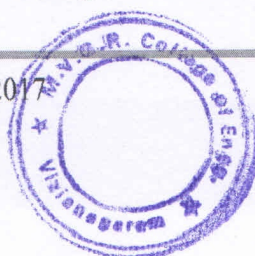
A new compressor and moisture extraction system have been installed at the site. The digester is currently in working condition with cow dung as the feeding material. Requisition for sanction of financial budget for the maintenance of MVGR-Benaka Bio gas plant is made. Dedicated permanent supply of power, water, manpower and other requirements costing around INR 71,680/- were asked for smooth and safe functioning the biogas digester.

**Other Projects with Benaka:** Design and fabrication of Spiral Aerofoil wind turbine has been finalized as the project to take up in the area of wind turbines. The project has been broken down to four parts comprising of:

1. Design and Analysis of Wind turbine blade and shaft
2. Selection of Bearings and Materials
3. Design and Analysis of braking system
4. Design and Analysis of Generator

Work is initiated in all the cases except for Selection of Bearings and Materials – for which literature survey is on progress.

**c)** College has cleared the first level of screening by ETS and is now into its second level for which college has identified TOEFL Testing Center in the language lab of Mechanical Department located in its first floor. College would be entering into an MoU with ETS Preferred Partner Voice Skills Organization for



setting up of the above center after final confirmation.

d) Dr. Indira Nair, Vice Provost (Emeritus), Carnegie Mellon University, USA, will be visiting our college on a Fulbright Research Fellowship to carry out studies on engineering education and ethics. As part of the fellowship, she will be spending 2 months at MVGR during which research on hands-on work on pedagogy, curriculum and content development and classroom delivery will be performed. The following are the nominated faculty from different departments to work with Dr. Nair:

MBA: Dr. Rakesh and Mr. ALN Srinivas  
 CHE: Dr. Annapoorna and Mr. Ravi Kishore  
 CIV: Mr. R. P. Singh and Mr. Vara Prasad  
 EEE: Mr. Venu Madhav and Mr. Bhavani Shankar  
 CSE: Dr. Suvarna Kumar and Dr. P. Srinivas  
 IT: Mr. Nagendra Kumar and Dr. R. Santosh Kumar  
 ECE: Dr. Rama Devi and Ms. V. Lavanya  
 MEC: Dr. S. Srinivasa Rao and Dr. R. S. U. M. Raju  
 PHY: Mr. Karuna  
 CHY: Mr. Pavan Kumar  
 ENG: Ms. Sujatha and Dr. Kamala Kumari  
 MAT: Mr. Ram Prasad

**e) Research Incentive Policy:**

A new incentive policy for the academic year 2017-18 has been drafted and presented. Unlike the previous years, the committee has decided to release the policy beforehand so as to benefit and encourage research and development activity among the faculty. The draft proposal is to be circulated among all members of the Admin team for suggestions before it is finalized and released.

**f) Undertaking letter from PhD Pursuing Faculty**

An undertaking letter is to be signed by faculty who are seeking 3 months leave for submission of their thesis. The letter states that the applicant would be granted special leave with full pay for the period of leave sanctioned provided he/ she commits to complete thesis work and submit the same for evaluation within 6 months from the date of start of the leave period, failure of which would result in return of the salary drawn for the period of leave sanctioned. The format will be released for signature of concerned faculty.

**g) Clarivate analytics:**

It was formerly the IP & Science business of Thomson Reuters. Journal Citation Reports (JCR) is product owned by Clarivate analytics. They provide a database consisting of impact factors and rankings of many journals in the social and life sciences based on millions of citations. A subscription to view would cost as follows

- Journal Citation Reports (JCR) – Rs. 6,25,000 + Govt. Taxes. This price is for a year and access is thorough IP range.
- Web of Science – Rs. 23,80,000 + Govt. Taxes. This price if for a year and access is through IP range.

The Admin team has decided not to invest in this database for the time being as the amount far exceeds the research incentives being handed out for publications.

h) 2nd Edition of Higher Education Conclave titled 'Higher Education & Skilling: Quality, Governance & Innovation' was organized by CII at Sheraton hotel, Visakhapatnam on 06.10.17 and attended by Principal, Dean R&D, AP (Ac) and Hod CSE.

9 Presented by Asst-Principal(Acad)

**Registration of five UG programs for third cycle of accreditation**

Minutes of ATM-120 dated 14.10.2017



MVGR College of Engineering (Autonomous)

The following is the NBA accreditation status of the UG programs under reference:

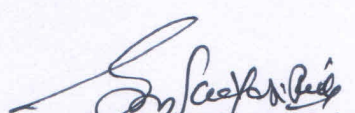
	Programs	Duration	Valid up to
1	B.Tech. (Chemical)	5 Years	30.06.2020
2	B.Tech. (Civil)	3 Years	30.06.2019
3	B.Tech. (Mechanical)	3 Years	30.06.2018
4	B.Tech. (ECE)	5 Years	30.06.2018
5	B.Tech. (CSE)	5 Years	30.06.2018
6	B.Tech. (IT)	5 Years	30.06.2018
7	B.Tech. (EEE)	5 Years	30.06.2018


As the validity of NBA accreditation status in respect of five UG programs, namely BTech-MEC, BTech-ECE, BTech-CSE, BTech-IT and BTech-EEE is nearing to an end by 30.06.2018, it is proposed to apply for third cycle of accreditation at the earliest.

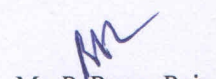
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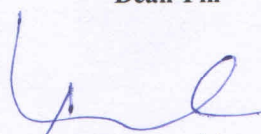
Any other item with the permission of the chair


#### MEMBERS PRESENT

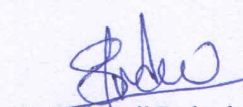
  
Dr. GVSSN Sanyasi Raju  
Dean-Fin

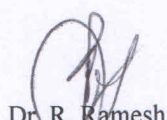
  
Dr. Ch. Purnachandra Rao  
AP(Ac)

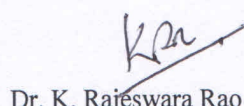
  
Mr. P. Ranga Raju  
AP(Ad)

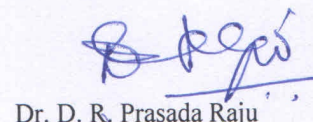
  
Dr. TVNP Sarathi  
Dean-Exams

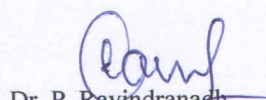
  
Dr. S. Sreenivasa Rao  
Dean-SA

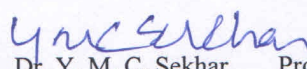
  
Dr. M. Sunil Prakash  
Dean-TP

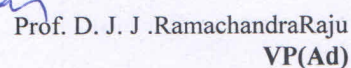
  
Dr. R. Ramesh  
Dean-R&D


  
Dr. K. Rajeswara Rao  
Dean-CI

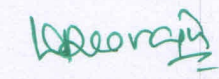
  
Dr. D. R. Prasada Raju  
Dean-FD

  
Dr. P. Ravindranadh  
Dean-SP

  
Dr. Y. M. C. Sekhar  
VP(Ac)

  
Prof. D. J. J. RamachandraRaju  
VP(Ad)

  
Dr. K. V. L. Raju  
Principal

  
Dr. D.R.K. Raju  
Correspondent



**MVGR College of Engineering**

(Autonomous)  
Chintalavalasa, Vizianagaram-535005

**ADMN TEAM**

Meeting

**116**

28.04.2017

**Venue:** Conference Hall, Administrative Block**Date & Time:** 28<sup>th</sup> April, 2017 at 01.00 PM**MEMBERS**

Dr. G.V.S.S.N.S.Raju FO	Dr. Ch. Purnachandra Rao AP(Ac)
Sri P.Ranga Raju AP(Ad)	Dr. TVNP Sarathi Dean-Exams
Dr. S. Sreenivasa Rao Dean-SA	Dr. M. Sunil Prakash Dean-TP
Dr. R. Ramesh Dean-R&D	Dr. K. Rajeswara Rao Dean-CI
Dr. D. R. Prasada Raju Dean-FD	Dr. P. Ravindranadh Dean-SP
Dr. Y.M.C. Sekhar VP(Ac)	Prof.DJJ Ramachandra Raju VP(Ad)
	Dr. K. V. L. Raju Principal

AGENDA-PART:A (Policy Maters & Approvals)		Presenter
1	To approve Financial Plan for proposed projects for the ensuing period	FO
2	To approve proposal of outsourcing design and estimation works of minor civil infrastructure	Dean-CI
3	To approve Faculty Recruitments	AP(Ac)
4	To approve proposal of Mr. Rajeswar, Sr.Engineer, GE for collaborative research	Dean(R&D)
4	Any other item with the permission of the chair	-

**Minutes of Administration Team meeting held on 28<sup>th</sup> April, 2017 at MVGR College of Engineering****1 Financial plan for proposed projects for the ensuing period**

M/s Design Collaborations, Pondicherry has submitted tentative plans and estimations for the proposed Boys Hostel and R&D Block. Tentative figures of Rs.4,00,00,000/- for R&D Block and about Rs.30,00,00,000/- for Boys Hostel were reported. Given the limitations on the financial resources, it has been discussed and considered to execute the Project of R&D Block and Components of Boys Hostel as per the following details:



	Block / Component of Block	Area (in sft)	Tentative Cost (in Lakhs)	Remarks / recommendations
	<b>R&amp;D Block</b>	<b>31,000</b>	<b>400</b>	<b>To undertake</b>
	Boys Hotel			
	A. Amenities Block	32,500	504	To undertake
	B. 1 <sup>st</sup> Residential Block	63,400	1028	To undertake
	C. 2 <sup>nd</sup> Residential Block	63,400	1028	To undertake out of phase at least by six months
	D. Warden Quarters	3,400	67	May be considered for execution at appropriate periods and to the extent possible in the financial year 2018-19
	E. Boundary Wall and / or Fencing	-	462	
	F. Paths, Roads Drainages etc.			
	G. Laundry			
	H. Sanitation, Water Treatment Plant			
	I. Under pass (Campus to Hostel)			
	<b>Boys Hostel Project Total</b>		<b>3089</b>	

The currently available depreciation funds of about Rs.9,50,00,000/- and about Rs.4,00,00,000/- Management contribution be deployed for the above purposes followed by the depreciation fund of the financial year 2017-18 (of about Rs. 2,50,00,000/-) and balance contribution from Management may be recommended to be deployed. All other components of the project expenditure exceeding the deployed funds may be sourced from the society or Bank term loan.

## 2 Outsourcing design and estimation works of minor civil infrastructure

Campus in addition to the major civil infrastructural works also takes up execution of works related to present infrastructure and low cost amenities. As these structures also require professional and structural & architectural designs issued by authorized and certified civil consultants. Such works may be entrusted to architectures locally available to minimize undue delays in execution of the works

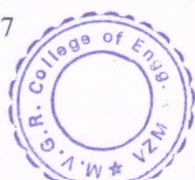
## 3 Faculty Recruitments

A notification was issued in 'The Hindu' on 29.03.2017 for recruitment of faculty in the cadre of Asst. Professor. The following criteria is adopted for scrutinizing the applications received:

- 1st Class at both B.Tech. and M.Tech. level in relevant branch/specialization
- Should have pursued UG / PG / both at NITs, IITs or other nationally renowned Institutions. Candidates from local universities and affiliating colleges are not recommended to be shortlisted. However, candidates from other states may be shortlisted even if they are from reputed State/Private Universities
- Should have a reasonable exposure to industry

The following is the summary on the number of applications received for various departments to which the advertisement is released:

Department	# applications received	# applications shortlisted and called for interview	# applicants attended the interview	# applicants selected	Date of Interview
CIV	72	36	7+2 = 9	3	29.04.2017 & 06.05.2017
CSE & IT	134	not yet shortlisted	-	-	-
ECE	164	45	10+2=12	3	24.04.2017 & 06.05.2017
EEE	141	45	10	1	26.04.2017
MEC	77	not yet shortlisted	-	-	-
MAT	18	not yet shortlisted	-	-	-
<b>Total</b>	<b>606</b>	<b>126</b>	<b>31</b>	<b>7</b>	<b>-</b>



**Department wise selections:****Civil Department:**

	Name	Status	Post	Pay
1	Mrs.N. Vijaya Prashanthi	SELECTED	Assistant Professor*	<b><u>In case of holding M.Tech.</u></b> PAY: Rs.15,600 + AGP: Rs. 6,000 + HRA @ 10% +DA @ 59%  <b><u>Otherwise</u></b> A consolidated salary of Rs. 15,000/- per month until such time he/she holds M.Tech.
2	Mr.B.Jagadeesh	SELECTED		
3	Mr.K.Rajasekharam	SELECTED		
4	Mr.M.Premchand	PANEL		

**EEE Department:**

	Name	Status	Post	Pay
1	Mr. U.Mohan Rao	SELECTED	Assistant Professor*	<b><u>In case of holding M.Tech.</u></b> PAY: Rs.15,600 + AGP: Rs. 6,000 + HRA @ 10% +DA @ 59%  <b><u>Otherwise</u></b> A consolidated salary of Rs. 15,000/- per month until such time he/she holds M.Tech.
2	Mr. J.Venkata Rao	PANEL		
3	Mr. Susmita Kar	PANEL		
4	Mr. O.Naga Dutta	PANEL		

**Remark:**

Mr. U.Mohan Rao has submitted Ph.D. at NIT Hamirpur. Viva is due to get Provisional Degree issued. Under the circumstances, it is recommended to grant DA @ 100% instead of 59% which is normally given to fresh M.Tech. holders.

**ECE Department:**

	Name	Status	Post	Pay
1	Mr. S.Srinivas	SELECTED	Assistant Professor	<b><u>In case of holding M.Tech.</u></b> PAY: Rs.17,440 + AGP: Rs. 6,000 + HRA @ 10%+DA @ 100%
2	Ms. Tripty Kumari	SELECTED	Assistant Professor*	<b><u>In case of holding M.Tech.</u></b> PAY: Rs.15,600 + AGP: Rs. 6,000 + HRA @ 10%+DA @ 59%
3	Mr. N.Gopi Chand	SELECTED		<b><u>Otherwise</u></b> A consolidated salary of Rs. 15,000/- per month until such time he/she holds M.Tech.
4	Mr. S.Sudharsan Reddy	PANEL		

**4 To approve proposal of Mr. Rajeswar, Sr.Engineer, GE for collaborative research**

Mr Rajeswar, native of Vizianagaram District presently working as Sr. Engineer, GE, Bangalore has approached the institution seeking permission to carry out research in the area of coal gasification towards Ph.D. program. He is currently working in the area of coal gasification and therefore sought help of the institution for installing the test rigs and allied infrastructure at MVGR Campus. Further the Department of Mechanical Engineering is expected to support the said research through execution of modularized projects.

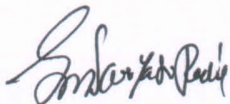


As this area is very contemporary and most of the power industries are keen in the advancements of gasification technology-academic / research collaboration in this regard, would be of great value to the institution. Therefore, it is recommended to facilitate the proposed research work at MVGR. Subject to approval, the following are expected commitments:

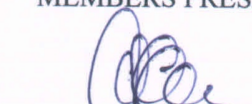
1. Floor space with electrical and other connections
2. Allocation and execution of project through students

**5 Any other item with the permission of the chair**

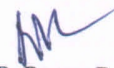
**MEMBERS PRESENT**



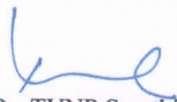
Dr. GVSSN Sanyasi Raju  
FO



Dr. Ch. Purnachandra Rao  
AP(Ac)



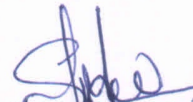
Mr. P. Ranga Raju  
AP(Ad)



Dr. TVNP Sarathi  
Dean-Exams



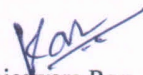
Dr. S. Sreenivasa Rao  
Dean-SA



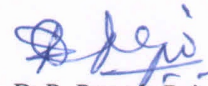
Dr. M. Sunil Prakash  
Dean-TP



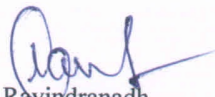
Dr. R. Ramesh  
Dean-R&D



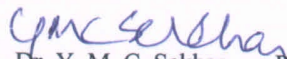
Dr. K. Rajeswara Rao  
Dean-CI



Dr. D. R. Prasada Raju  
Dean-FD



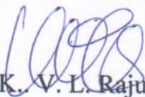
Dr. P. Ravindranadh  
Dean-SP



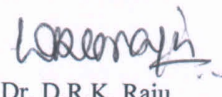
Dr. Y. M. C. Sekhar  
VP(Ac)



Prof. D. J. J. RamachandraRaju  
VP(Ad)

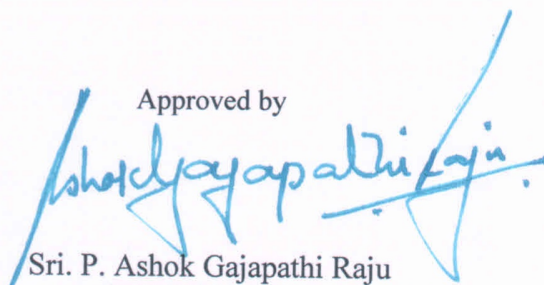


Dr. K. V. L. Raju  
Principal

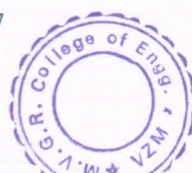


Dr. D.R.K. Raju  
Correspondent

Approved by



Sri. P. Ashok Gajapathi Raju  
CHAIRMAN-MANSAS



AGENDA- PART:B (Compliances to Approvals in Part A, Reports / updates on Academic & Administrative activities)		Presenter
To review /recommend / apprise / record / approve / notify / ratify / update / report on the following:		
1	(a) Review on the status of 5 <sup>th</sup> Semesters question bank setting (b) To report the activities of exam cell for the month of April, 2017 (c) Special permission for conduct of Internal exam on health grounds	Dean(Ex)
2	(a) Department budget proposals for the next period (b) Interest report on FDRs (c) Compliance reports on (i) Budget, (ii) Fee receipts and (iii) Various taxes	FO
3	(a) Renewal of messaging services being offered by SMS Country, Hyderabad (b) Placements and activities of T&P Cell during the month	Dean-T&P
4	(a) Ongoing civil construction works (b) Proposed civil construction works (c) Civil maintenance works	Dean-CI
5	(a) Installation of Power Factor Correction Infrastructure in light of newly erected 500KW transformer (b) Skill Training program for NT Staff	VP(Ad)
6	(a) Surya Mitra	AP(Ad)
7	(a) 4 years academic calendar of 2016 batch. (b) Scheduling of Audit Courses from 2 <sup>nd</sup> to 7 <sup>th</sup> semesters. (c) Lab equipment for the AY 2017-18. (d) Detained and condoned students of IV B.Tech II sem and B.Tech IV sem. (e) Learning resource requirement for the AY 2017-18 & utilization. (f) M.Tech. project of 2015 batch. (g) Workshop on "Instructional design and delivery system" by NITTR-C (h) Deployment of resources for ensuing semester (i) M.Tech. I Sem results (j) Faculty long leaves requisitions	VP(Ac)
8	(a) Reports on (i) Siemens-tSDI (ii) Benaca Bio gas Plant, (iii) Ongoing and Fresh Proposals of Funded Projects, (iv) Research Centers, (v) PhD theses submissions, (vi) Academic Leaves	Dean(R&D)
9	(a) Faculty development activities during the month	Dean(FD)
10	(a) Implementation of 'No Dues' Module in the existing ERP	Dean(SP)
11	(a) Sports / NSS / NCC activities	Dean(SA)
12	(a) Staff on rolls, new Joinings & Relievings in the month (b) Updates on FFC visit of JNTUK	AP(Ac)
11	Any other item with the permission of the chair	-

### Minutes of Administration Team meeting held on 28<sup>th</sup> April, 2017 at MVGR College of Engineering

#### 1 (a) Review on the status of 5<sup>th</sup> Semesters question bank setting

As of now question banks of all the subjects up to IV semester are ready and are in use. As institution is entering in to 3rd year in its autonomy after the summer break, it is recommended to initiate the process of preparing question banks for the subjects of V Semesters with immediate effect.

#### (b) To report the activities of exam cell for the month of April, 2017

- I, II, III & IV B.Tech. Regular and Supplementary examinations are being conducted as



- jumbling center under JNTUK.
2. APPSC Panchayat Raj Group III offline examination to the strength of 1000 was conducted smoothly on 23.04.17.
  3. Planning for scheduled ECET, ICET and APPSC GROUP I Examinations in the month of May 2017 has been initiated
  4. Other academic activities are being conducted as per the academic calendars of JNTUK & Autonomous regulations.

## 2 (a) Department budget proposals for the next period

Budget proposals for the next year 2017-18 have already been requisitioned from the Departments. The same were received from majority of the departments. FO is informed to schedule reviews for the same in the first week of next month

## (b) Interest report on FDRs

Interest earned on FDPs during February-2017 is Rs. 38,47,141/-

## (c) Compliance reports on (i) Budget, (ii) Fee receipts and (iii) Various taxes Financial plan for proposed projects for the ensuing period

### Budget compliance (up to 31.03.2017)

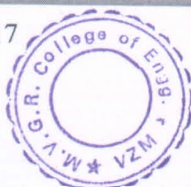
	Expenditure head	Utilization (in Lakhs)	%
A	College Central Exp...		
1.	Campus Civil Works	88.97	21.70
2.	Provision for Assets Replacement Fund (Depreciation Fund)	250.00	100.00
3.	Cost of General facilities operation:	56.14	105.92
4.	Central Assets maintenance	72.21	74.83
5.	Affiliating / Mandatory/Statutory Exp..	72.11	62.84
6.	Salaries& contractual payments	1518.64	72.66
7.	Professional services/ Logistics & Hospitality	19.22	33.71
8.	Central Library Development	45.99	88.96
9.	R &D and faculty Development	19.93	29.59
10.	Student Activities	36.28	39.48
11.	Promotional exp..	26.05	69.48
12.	Office & Admn. exp..	11.90	41.74
13.	General Amenities & Infrastructure	36.69	55.75
14.	Employee welfare	02.41	40.12
B	B. Department wise Allocations:	177.05	77.99
	Total	2443.58	67.78

### Fee receipt compliance

	Remittance / outstanding due	Fee reimbursement (in Lakhs)	Students (in Lakhs)	Total (in Lakhs)
1	Tuition fee remittances (During the month)	121.65	26.01	147.66
2	Tuition fee Outstanding due as on dt.31/01/17	470.22	226.78	697.00
3	Misc. fee remittances (During the month)	0	1.47	1.47
4	Misc. fee Outstanding due as on dt.31/01/17	0.05	17.76	17.81

### Compliance to various taxes (up to 31.03.2017)

	Nature of tax	Rs.
1	TDS on contractual payments	1,23,339
2	TDs on employees' salaries	16,24,150
3	VAT (50%) from 18/8/2016	1,86,317
	Total	19,33,807



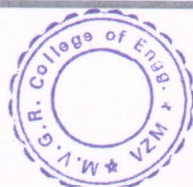
3

**(a) Renewal of messaging services being offered by SMS Country, Hyderabad**

Training & Placement Cell has purchased a Bulk SMS pack from SMS Country Networks Pvt. Ltd. in the month of June'2016 for 25000 messages and renewed the SMS pack on 4th Oct'2016 for 50000 messages for sending messages regarding Training & Placement Cell activities to the placement coordinators, students and parents like meetings, Prep-Talks, Campus drives, Online exams etc. As the smss are totally used and also the sms pack expired on 31st March'2017. T&P Cell wants to renew the SMS pack for 50000 SMS @ 7,000/- + 15 % Service tax = Rs.8, 050/- . So, the committee recommends to pay an amount of Rs.8,050/- to SMS Country.

**(b) Report on Placements and activities of T&P Cell during the month****Report on Placements**

S.No	Company Name	On/Off Campus	Placements
1	TCS	On Campus	17
2	Virtusa Polaris	On Campus	10
3	Apps Associate	Off Campus	5
4	Soctronics	Off Campus	2
5	PHY Research	On Campus	10
6	UX Reactor India Pvt.Ltd	On Campus	3
7	IMEG Engineering Pvt.Ltd	Off Campus	2
8	Artech Info	On Campus	18
9	Com Tec	On Campus	4
10	Trianz	On Campus	17
11	Bondada Engineering Pvt.Ltd	Off Campus	4
12	Xport Soft	On Campus	6
13	Mordor Intelligence	On Campus	2
14	Tilicho Intern	Off Campus	2
15	CodeNovus	On Campus	10
16	Teradata Intern	Mission R&D	1
17	Talli Godavari Fine Chemicals Pvt Ltd	On Campus	10
*18	Sopra Steria	Off Campus	-
19	Sonata Software	On Campus	8
*20	Medha Servo	On Campus	3
*21	Abhyeti Technologies Interns	On Campus	13
*22	Dynamics Square	On Campus	18
*23	Tayana Solutions	On Campus	7
24	Bonfiglioli-India	On Campus	1
*25	Suventure	On Campus	5
26	WHI	On Campus	2
*27	Hyundai Mobis	On Campus	3
28	Nagarro	On Campus	3
*29	Sunera Tech	On Campus	6
30	Multiplier Solutions	On Campus	3
31	Innovative Apps	Off Campus	6
32	Efftronics	On Campus	6
33	Miracle Software	On Campus	8
34	Amazon	Off Campus	4
35	Greenpeace India	On Campus	7
*36	AVRA Labs	On Campus	13
37	Harpy Core Network India	On Campus	9
*38	Build Mate	On Campus	12
39	Cyient	On Campus	10
*40	Tectura India	Off Campus	13
41	L&W Construction	Off Campus	14
42	Caddy Code	On Campus	5
43	Rajdeep Info Techno	On Campus	19
44	Deccan Fine Chemicals India Pvt.Ltd	Off Campus	4
45	Full Creative	On Campus	4



46	Webnoo Technologies	On Campus	5
47	Abhra Inc	On Campus	10
48	SV Enviro Labs	Off Campus	2
49	Industrial Chemical Corporation	Off Campus	3
Total			349

#### 4 (a) Ongoing civil construction works

After having gone through, the status report presented by Dean(CI), the following recommendations are made

1. The progress of the work "Sir Vijji Sports Complex 1st and 2nd floors" was reviewed and it was decided to complete the work in all respects latest by 15-5-2017.

#### (b) Proposed civil construction works

After having gone through, the status report presented by Dean(CI), the following recommendations are made

1. **Construction of 1<sup>st</sup> floor over the existing canteen:**  
It was decided to go for tenders with short time notice after finalization of the detailed estimates by the local consultant who was entrusted with the work
2. **Providing the additional accommodation for the existing Canara Bank:**  
It was decided to take up work as per the original plan since it is a load bearing wall structure. Short time notice shall be called for after finalization of the detailed estimates by the local consultant who was entrusted with the work
3. **Construction of Boy's Hostel block 1 and amenities block:**  
It was tentatively decided to call for tender by the 10<sup>th</sup> of May. Meanwhile the draft tender notice and schedule finalized by consultant is being scrutinized and certain clarifications were sought from the consultant on the detailed estimate and once these issues are resolved, tender notice shall be issued. It was decided to float tender for Block 1 and 2 along with amenities block and emphasis shall be given for completion of Block 1 and amenities latest by April, 2018.
4. **Construction of R & D block:**  
The consultant is in the process of finalization of detailed estimates and action shall be taken to call for tenders once the estimates are finalized

#### (c) Civil maintenance works

After having gone through, the status report presented by Dean(CI), the following recommendations are made

1. **Replacement of AC sheets with new MS powder coated sheets in respect of workshops**  
It was decided to replace the old AC sheets of the existing workshops with new MS powder coated sheets at an estimated amount of Rs 17 lakhs and the work shall be taken up and shall be completed before the commencement of the new Academic year.



**2. Painting for block A and block B of Girl's**

It was decided to go for inside painting for block A and block B of Girl's hostel at an outlay of Rs 17 lakhs and the work shall be taken up and shall be completed before the commencement of the new Academic year

**3. Dedicated bore for ECE block**

It was decided to go for a dedicated bore for ECE block to meet the increasing demand for water. The estimate cost is Rs 1.00 Lakhs. The construction wing was instructed to submit the water audit for all the existing bores in the campus in order to review the subject in a comprehensive manner.

**4. Other Maintenance works**

- a) It was decided to provide wash lines in Mechanical, ECE, EEE and Civil blocks for proper maintenance of solar panels installed at the roof top. The work is programed to be taken up with an outlay of Rs 1.00 lakhs.
- b) The existing old steel ventilators in Mechanical, ECE and CSE blocks shall be replaced with UPVC ventilators with an outlay of Rs 1.20 lakhs.

**5 (a) Installation of Power Factor Correction Infrastructure in light of newly erected 500KW transformer**

500kw transformer was erected to meet anticipated demand of SIEMENS Skill Development Center. As it is not yet started, the said transformer is running under no-load leading to 'power factor drop' to 0.6 causing a loss of 30,000/- per month. In this regard there is a proposal to Install automated Power Factor Correction device to save the loss. In view of the above, it is recommended to procure the said infrastructure at an estimated cost of Rs. 3,00,000/-.

**(b) Skill Training program for NT Staff**

A detailed tentative schedule of the proposed Skill Training program for NT Staff of MVGR and MANSAS Educational Institutes has been presented by Vice-Principal (Administration). As per the proposal separate training programs for NT Staff of MVGR and MANSAS Educational Institutional Institutes may start on 08.05.2017

**6 (a) Surya Mitra**

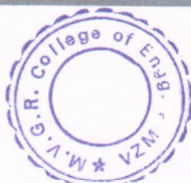
90 days training with continuous assessment is over, a formal valedictory is due to be organized to close the program. A proposal for reimbursement of funds incurred in imparting training was submitted to Govt. through NREDCAP

**7 (a) 4 years academic calendar of 2016 batch.**

The 4 year academic calendar of 2016 batch was reviewed and ratified.

**(b) Scheduling of Audit Courses from 2nd to 7th semesters.**

Scheduling of Audit courses from 2nd to 7th semester was reviewed and ratified. The committee has suggested to offer the audit course "NSS/NCC/YOGA/SPORTS/CULTURAL/Foreign language from V Semester onwards by taking the options from students through Google form because it is difficult to conduct this course in one semester. As per the suggestion, it is resolved



to take the options from the students through Google form in the I week of June, 2017.

**(c) Lab equipment for the AY 2017-18.**

The budget for lab equipment for the AY 2017-18 was received from all the departments. The details are furnished below:

Civil – Rs.21,72,100/-	EEE- Rs.10,95,500/-	MECH- Rs.27,95,000/-
ECE - Rs. 7,14,500/-	CSE- Rs.17,20,000/-	CHEM- Rs.3,20,000/-
IT - Rs.12,98,330/-		

Total amount is worked out to be: Rs.1,01,15,430/-.

It is resolved to review the budget proposals by admin. Team and finalize the amount.

**(d) Detained and condoned students of IV B.Tech II sem and B.Tech IV sem.**

The number of students (IV B.Tech. II semester & IV semester ) detained and condoned were reviewed and recorded. The details are furnished below.

IV B.Tech. II semester:

No. of Students detained: Nil

No. of Students Condoned: 71

B.Tech. IV semester:

No. of Students detained: 23

No. of Students Condoned: 123.

**(e) Learning resource requirement for the AY 2017-18 & utilization.**

The learning resources requirement for the academic year 2017-18 was received from all the departments. It is resolved to initiate the process for procuring the books for the AY 2017-18. Out of sanctioned budget Rs.51,70,000/- for the AY 2016-17, an amount of Rs.49,70,000/- was spent which is equivalent to 96%.

Students	Feb 2017	Mar 2017
Average no.of users per day	154	157
No.of books borrowed	82	83
Digital library	44	51

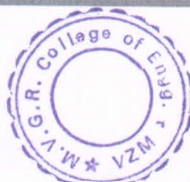
**(f) M.Tech. project of 2015 batch.**

The status on 2015 batch M.Tech projects were reviewed and recorded as below:

Branch	No. of students	Status of completion	Internship		No. of reviews	
			Completed	To be completed	Conducted	to be conducted
SE	14	60 to 90%	9	5	4	1
MD	15	40 to 70%	15	-	3	1
VLSI	17	60 to 75%	1	16	3	2
PS	10	60 to 80%	10	-	3	2
CSE	12	60 to 70%	3	9	3	2
CNIS	11	60 to 70%	5	6	3	2

**(g) Workshop on “Instructional design and delivery system” by NITTR-C**

The Institution is organizing a Faculty Development Program on “Instructional Design and Delivery Systems” by NITTR, Chennai from 05-06-2017 to 10-06-2017. About 63 faculty members are going to participate in the above workshop.



**(h) Deployment of resources for ensuing semester**

The work load allocation for the AY 2017-18 is completed by all the departments except B.Tech. III semester. The lab reviews for B.Tech. V semesters (Autonomous batch) were conducted.

**(i) M.Tech. I Sem results**

The results of M.Tech. I semester under Autonomous was reviewed and recorded to be 99.08%.

**(j) Faculty long leaves requisitions**

The following faculty members have applied for long leave on different grounds

1. Mrs. H. Sudha , Assistant Professor, Department of ECE has got the admission into Ph.D. (Full Time) at Andhra University, Visakhapatnam. She has applied leave from 01-04-2017 to 01-04-2020. It is resolved to sanction leave for 3 years ie from 01-04-2017 to 31-03-2020.
2. Mrs. Dr. Y L Anasuya, Assistant Professor, Department of Mathematic has applied me leave from 06-04-2017 to 30-06-2017 because she is undergoing a medical treatment. It is resolved to sanction leave from 06-04-2017 to 30-06-2017.
3. Mrs. V. Lavanya, Assistant Professor, Department of ECE was pursuing Ph.D. (Full time) at Andhra University , Visakhapatnam. Earlier, Study leave was sanctioned for a period of 3 years ie. From 01-03-2014 to 28-02-2017. She applied for extension of leave for a period of 5 months ie. From 01-03-2017 to 31-07-2017 to complete the research work. The review was conducted by Dean (R&D) and resolved to sanction leave for a period of 5 months ie. From 01-03-2017 to 31-07-2017.

**(k) Special permission for conduct of Internal exam on health grounds**

For Autonomous batch, as per academic regulations the student has to write two mid examinations ( Each 30 marks) and average performance of two mid examinations will be considered as final internal marks.

1. A student bearing Regd. No. 16335A0429, A. Revathi was absent for the subjects EMWT, PDC, AC, RVSP & MAT LAB of B.Tech. IV semester, II mid examinations, because she underwent appendicitis operation. She made a request to give special permission to write the mid examinations. Also, she submitted the medical reports. After verifying the reports and recommendations made by the HOD of ECE, it is resolved to give special permission to write the II mid examinations of EMWT, PDC, AC, RVSP & MAT LAB on payment of fee. The details are furnished below:
 

1. For each subject	Rs.1000/-
2. For above 2 subjects	Rs.3000/-
2. A student bearing Regd. No. 16331A0417, B. Avinash was absent for the subjects Electronic Devises & Circuits, Engineering Drawing & Network Analysis of B.Tech. II semester, II mid examinations, because he suffered from chickenpox. He made a request to give special permission to write the mid examinations of Electronic Devises & Circuits, Engineering Drawing & Network Analysis. Also, he submitted the medical reports. After verifying the reports and recommendations made by the HOD of ECE, it is resolved to give special permission to write the II mid examinations of Electronic Devises & Circuits, Engineering Drawing & Network Analysis on payment of fee.



The admin committee has suggested to evolve a policy document (Guidelines and procedures) for conduct of Internal examinations to the students who are absent on chronic health problems.

8 **(a) Reports on (i) Siemens-tSDI (ii) Benaca Bio gas Plant, (iii) Ongoing and Fresh Proposals of Funded Projects, (iv) Research Centers, (v) PhD theses submissions, (vi) Academic Leaves,**

**(i) Siemens-tSDI**

Power supply has been given for the labs from the new transformer. Trainers have been appointed by APSSDC and have taken charge of their respective labs. They have been connected with the respective department heads for identifying students for training

**(ii) Benaca Bio gas Plant**

The plant is currently running with cow dung to test survivability of bacteria and will be tried with vegetable waste from next week onwards.

**(iii) Ongoing and Fresh Proposals of Funded Projects**

DST-FIST project: Purchases have been made and the delivery of items is awaited

**DST Dr Anjaneyulu**

HFSS Teaching license purchase order has been released. Advertisement for recruiting a JRF is made.

**DST Dr D Krishna**

Orbital Shaker is purchased for which successful installation and commissioning is done. Ph meter is purchased and is yet to be installed and commissioned.

**DST & Inspire Program:**

Dr R Maheswaran is currently handling both of these projects that were sanctioned to him. Newly recruited JRF is working on hydrological model developed for Nagavalli river basin and Gosthani river basin

**DST Dr Parthasarathi**

Experimental work is finished and reports are made to be written

**MINOR Projects**

3 UGC Minor projects are completed out of which one is submitted. The remaining are in the verge of submission.

**Fresh Proposal**

IT department has sent one proposal to DST for external funding with Dr V Nagesh as PI and Mrs Anjana Devi as CO-PI.

**Conduct of ASQ Training**

17 faculty members have successfully completed the first phase of Six Sigma Black Belt training for a period of 5 days. The next phase is supposed to be conducted from June 5-9, 2017.

**FORAY**

A Central Project Review Committee was formed with 4 industrial experts and 4 academic experts of the college in order to review the 13 proposals received for internal funding under the FORAY Scheme. Out of the 13 proposals received, 6 were accepted for external funding amounting to Rs. 15.72 lakhs. A total of Rs. 16 lakhs was approved in R&D budget for the year 2016-17.



(iv) **Research Centers**

Departments EEE and ECE are awaiting for the JNTU Kakinada's Research Committee visit for sanction of research center stature

(v) **PhD theses submissions**

Mr Ravi Kiran Varma of CSE and D Swathi Patnaik of S&H have submitted their thesis

(vi) **Academic Leaves**

Reviews were conducted for faculty from all branches pursuing part-time PhD. Commitments were taken from them regarding their proposed PhD work during the summer break. No leaves would be granted to faculty during the course of the semester for pursuing PhD work under normal circumstances (from June 2017 onwards).

9 (a) **Faculty development activities during the month**

A report on workshops / conferences conducted and proposed, MOOCs & GIAN Courses, Proposals submitted to AICTE and other such academic activities were presented by Dean (FD). The same is noted

10 (a) **Implementation of 'No Dues' Module in the existing ERP**

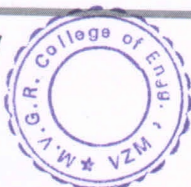
Currently students are taking 'No Dues' at almost 25 locations in the campus, including Labs of the Departments, Finance sections, Library, T&P Cell, NSS, NCC, and Sports units etc.... while leaving the college at their final year. This process is believed to be very time taking and not effective. In this regard there is proposal to get advantage of the existing ERP system for issuance of 'No Dues' form on line. Dean (SP) has presented the modalities on how it works in the existing ERP. In this regard it is recommended to proceed.

11 (a) **Sports / NSS / NCC activities**

A report is presented by Dean (SA) for the note of the team

12 (a) **Staff on rolls, new Joinings & Relievings in the month**Staff on rolls as on 30.04.2017

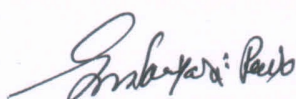
Department	PROF	ASCP	SRAP	ASTP	TA	Total
CHE	2	4	2	3	0	11
CIV	4	3	0	18	0	25
CSE	3	9	3	21	1	37
ECE	3	6	0	24	6	39
EEE	3	3	1	17	0	24
IT	1	3	2	9	0	15
MEC	7	8	0	23	1	39
MAT	2	1	1	7	0	11
PHY	1	1	0	4	0	6
CHY	2	0	0	3	1	6
E&H	0	2	1	11	0	14
MCA	0	0	0	1	0	1
MBA	3	1	0	13	0	17
<b>Total</b>	<b>31</b>	<b>41</b>	<b>10</b>	<b>154</b>	<b>9</b>	<b>245</b>
<b>Total Number of Non-Teaching Staff in the Month:</b>						<b>118</b>

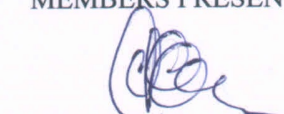


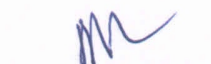
**(b) Updates on FFC visit of JNTUK**

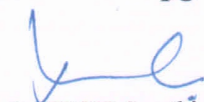
The current 3-year- Permanent Affiliation period is nearing its end by June 2017. Proposal has already been made to JNTUK for renewal of Permanent affiliation for another 3 years period starting the academic year 2017-18. Fact Finding Committee (FFC) of JNTUK may visit the Institution in the 1<sup>st</sup> or 2<sup>nd</sup> week of May for grant of renewal.

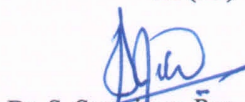
**11 Any other item with the permission of the chair****MEMBERS PRESENT**

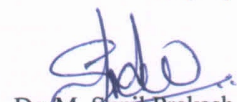
  
Dr. GVSSN Sanyasi Raju  
FO

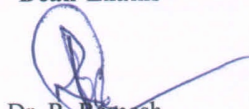
  
Dr. Ch. Purnachandra Rao  
AP(Ac)


  
Mr. P. Ranga Raju  
AP(Ad)

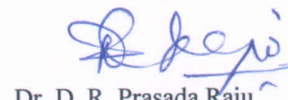
  
Dr. TVNP Sarathi  
Dean-Exams

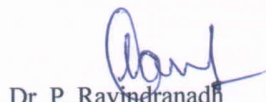
  
Dr. S. Sreenivasa Rao  
Dean-SA

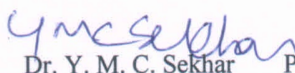
  
Dr. M. Sunil Prakash  
Dean-TP

  
Dr. R. Ramesh  
Dean-R&D


  
Dr. K. Rajeswara Rao  
Dean-CI

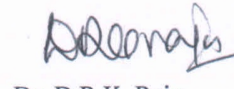
  
Dr. D. R. Prasada Raju  
Dean-FD

  
Dr. P. Ravindranadh  
Dean-SP

  
Dr. Y. M. C. Sekhar  
VP(Ac)

  
Prof. D. J. J. RamachandraRaju  
VP(Ad)

  
Dr. K. V. L. Raju  
Principal

  
Dr. D.R.K. Raju  
Correspondent

