



VIGNAN's INSTITUTE OF INFORMATION TECHNOLOGY
(AUTONOMOUS)

(Approved by AICTE - New Delhi & Affiliated to JNTUK, Kakinada)
Beside VSEZ, Duwada, Vadlapudi Post, Gajuwaka, Visakhapatnam - 530 049.

STUDENT ACTIVITY COUNCIL

MINUTES OF MEETING: 2019-20



**VIGNAN'S****INSTITUTE OF INFORMATION TECHNOLOGY**
(AUTONOMOUS)(Approved by AICTE - New Delhi & Affiliated to JNTUK, Kakinada)
Beside VSEZ, Duvvada, Vadlapudi Post, Gajuwaka, Visakhapatnam - 530 049.

Ref: No. VIIT/PO/Order/2019/09/09

Date: 09-09-2019

OFFICE ORDER

Sub: Reconstitution of Student Activity Council for the Academic year 2019-20.

Ref: No. VIIT/ PO/ CIR/ 2019/09/02

Ref: No. VIIT/ PO/ CIR/ 2019/09/05

Student Activity Council of VIIT is reconstituted for the Academic Year 2019-20 with the following members:

S. No.	Name of the person	Designation	Role	Signature
1.	Dr. B Arundhati	Principal	Chairperson	
2.	Dr. B. Sateesh	Dean Student Affairs	Member Secretary	
3.	Mrs. R Umamaheswari	HoD – ECM	Member	
4.	Mr. M. Padmakar	HOD-CE	Member	
5.	Sanapala Ravikiran	Student	President	
6.	Hari Manikanta	Student	Vice President	
7.	M. Prasad	Student	Secretary	
8.	Palavalasa Seema Bharathi	Student	Secretary	
9.	Prataparao Sai Vamsi	Student	Joint Secretary	
10.	Lahari Metturu	Student	Joint Secretary	
11.	Koruprolu Bhargavraju	Student	Joint Secretary	
12.	Maguluri Naga Sravani	Student	Joint Secretary	
13.	Kottapu Sampath Vinay	Student	Joint Secretary	
14.	Achanta Sai Santosh	Student	Joint Secretary	
15.	Greeshma Sai Priya	Student	Joint Secretary	
16.	Ajay Karakata	Student	Joint Secretary	
17.	Kancharla Akshay Sanjeev	Student	Joint Secretary	
18.	S.R.Sowjanya	Student	Joint Secretary	

Student Activity Council is responsible for the following:

1. Plan and Conduct National level/State level – Student seminars, Workshops, Live model exhibitions, Sports, Games and cultural events.
2. Prepare a budget estimate for the conduct of various Co-Curricular and Extra-Curricular activities.
3. Selection of students for Co-Curricular and Extra-Curricular activities conducted by other colleges.
4. Frequency of meetings: once in a semester/on Demand basis

Copy to:

CEO Office,
Rector Office,
Vice Principal Office
All Deans
All the HoDs


Principal**PRINCIPAL**
VIGNAN'S INSTITUTE OF
Information Technology (A)
Beside: VSEZ, Duvvada, Visakhapatnam-49



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Ref: No. VIIT/SA/CIR/2019/07/10

Date: 10-07-2019

CIRCULAR

The Student Activity Council members are informed to assemble in the principal office at 10:00 AM on 11-07-2019 to discuss record notes on various student activities received from the students and faculties.

Agenda:

1. Appreciation of efforts of SAC students for conducting Yuvatarang and other fests
2. Discussion on upcoming Tech fest and events
3. Discussion on importance of students spending quality time in library and clubs

Copy to:

1. Dr. B. Arundhati, Principal
2. Dr. K. Madhusudhan Rao, Dean Student Affairs
3. Dr. B Prasad, HOD – IT
4. Mr. M. Padmakar, HOD – CE




Principal

PRINCIPAL
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Ref: No. VIIT/SA/MoM/2019/07/11

Date: 11-07-2019

MINUTES OF THE STUDENT ACTIVITY COUNCIL MEETING

The record notes of discussions in the SAC – VIIT was held on 11th July, 2019 at 10:00AM, Thursday under the chairperson of Dr. B. Arundhati, Principal, VIIT.

Venue: Principal Office, VIIT (A).

Agenda:

1. Appreciation of efforts of SAC students for the conducting Yuvatarang and other fests
2. Discussion on upcoming tech fest and events
3. Discussion on importance of students spending quality time in library and clubs

Members Present:

S. No.	Name of the Person	Designation	Role	Signature
1.	Dr. B. Arundhati	Principal	Chairperson	
2.	Dr. K. Madhusudhan Rao	Dean Student Affairs	Member Secretary	
3.	Dr. B Prasad	HoD – IT	Member	
4.	Mr. M. Padmakar	HOD – CE	Member	
5.	Sankara Rao Korrajanni	Student	Member	
6.	Ganesh Chenna	Student	Member	
7.	Rakesh Kumar Ruthala	Student	Member	
8.	Ramu Kavali	Student	Member	
9.	Karthi Padala	Student	Member	
10.	Surya Ganesh Keerthi	Student	Member	

Action Taken Report for the meeting held on 05th March, 2019:

- ✓ Committee gave grand welcome to New SAC general body
- ✓ SAC students creating awareness on autonomy advantages to the students during the events
- ✓ Students are started registering courses and as per the T&P courses, committee instructed HoDs to conduct one skill-oriented course per semester in curriculum or if not add-on course per sem



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Proceedings:

The meeting is initiated by chairperson by welcoming all the members. The agenda of the SAC meeting was placed before the committee for the approval and the members confirmed the minutes. Dean, Student Affairs presented on the action points of the previous meeting and also briefed the members present on the actions taken.

Following points were discussed and decisions were taken:

Item No. 1: Appreciation of efforts of SAC students for the conducting Yuvatarang and other fests

The committee has appreciated efforts of SAC students for involvement during Yuvatarang and other fests

Item No. 2: Discussion on upcoming tech fest and events

Dean Student Affairs was asked to plan events for Independence Day at least six to eight events for 3 to 4 days and Dean R&D were asked to celebrate Engineers day with help of SAC and instructed to conduct project expo and felicitate any one civil engineer on that day

Item No. 3: Discussion on importance of students spending quality time in library and clubs

The members mentioned the importance of students spending quality time in library and clubs. Dean Student Affairs was asked to create awareness and confidence among the students to spend reasonable time at those places

The meeting ended with thanks to the chair.


Member Secretary


Chairperson



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Ref: No. VIIT/SA/CIR/2020/03/03

Date: 03-03-2020

CIRCULAR

The Student Activity Council members are informed to assemble in the principal office at 10:00 AM on 05-03-2020 to discuss record notes on various student activities received from the students and faculties.

Agenda:

1. Welcome of New SAC general body
2. Discussion on creation of awareness on autonomy advantages to the students
3. Discussion on conduction of extra courses and certifications

Copy to:

1. Dr. B. Arundhati, Principal
2. Dr. K. Madhusudhan Rao, Dean Student Affairs
3. Dr. B Prasad, HOD – IT
4. Mr. M. Padmakar, HOD – CE




Principal
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Ref: No. VIIT/SA/MoM/2020/03/05

Date: 05-03-2020

MINUTES OF THE STUDENT ACTIVITY COUNCIL MEETING

The record notes of discussions in the SAC - VIIT was held on 5th March, 2020 at 10-00AM, Thursday under the chairperson of Dr. B Arundhati, Principal, VIIT.

Venue: Principal Office, VIIT (A).

Agenda:

1. Welcome of New SAC general body
2. Discussion on creation of awareness on autonomy advantages to the students
3. Discussion on conduction of extra courses and certifications

Members Present:

S. No.	Name of the Person	Designation	Role	Signature
1.	Dr. B Arundhati	Principal	Chairperson	
2.	Dr. K. Madhusudhan Rao	Dean Student Affairs	Member Secretary	
3.	Dr. B Prasad	HoD - IT	Member	
4.	Mr. M. Padmakar	HOD - CE	Member	
5.	Sanapala Ravikiran	Student	Member	
6.	Hari Manikanta	Student	Member	
7.	M. Prasad	Student	Member	
8.	Palavala Saseema Bharathi	Student	Member	
9.	Lahari Metturu	Student	Member	
10.	Koruprolu Bhargavraju	Student	Member	

Action Taken Report for the meeting held on 11th July, 2019

- ✓ Appreciation of efforts of SAC students for the conducting Yuvatarang and other fests
- ✓ Students were given a freedom to organize institute level upcoming tech fest and events
- ✓ Dean Student Affairs was asked to create awareness and confidence among the students to spend reasonable time at those places



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Proceedings:

The meeting is initiated by chairperson by welcoming all the members. The agenda of the SAC meeting was placed before the committee for the approval and the members confirmed the minutes. Dean, Student Affairs presented on the action points of the previous meeting and also briefed the members present on the actions taken.

Following points were discussed and decisions were taken:

Item No. 1: Welcome of New SAC general body

The committee was grand welcome to new general body and they were asked to continue the same efforts like previous general body

Item No. 2: Discussion on creation of awareness on autonomy advantages to the students

Committee explained benefits of autonomy status and instructed to SAC team, create awareness regarding this among the students by general body by specially spending 5 to 10 mins during the events

Item No. 3: Discussion on conduction of extra courses and certifications

Dean academics were asked to motivate the students to register NPTEL courses and other certifications by explain the benefits of those certifications

The meeting ended with thanks to the chair.

Member Secretary

Chairperson