



VIGNAN'S INSTITUTE OF INFORMATION TECHNOLOGY

(Approved by AICTE, New Delhi & Affiliated to JNTUK, Kakinada)

Besides VSEZ, Duvvada, Visakhapatnam, Andhra Pradesh-- 530 049.

Phone: 0891-2755222/333/4442 :: Fax 0891 – 2752333

F. No. LES/VIIT/GBM/PO/2021-22/01

Dt: 26-10-2021

MINUTES OF THE 24TH MEETING OF THE GOVERNING BODY

HELD ON 26th OCTOBER 2021

The record notes of discussions in the 24th Meeting of Governing Body was held on 26th October 2021 at 10-00AM, Friday under the chairmanship of Dr. O. Naresh Kumar, Chairperson, Governing Body, VIIT (A).

Venue: Board Room, AKCNB Hall, VIIT

AGENDA:

1. The conformation of the minutes of the 23rd Governing Body Meeting held on 23.03.2021.
2. Agenda item for Ratification & Approvals
 - a. Confirmation and ratify the resolutions adopted in the 9th Academic Council Meeting held on 21st October 2021
 - b. Confirmation of Minutes of the 24th Finance Committee Meeting of held on 23rd October 2021.
 - c. Review and Approval of Annual Quality Audit Report (AQAR) 2020-21.
 - d. Approval for change of intake and confirmation AICTE Extension of approval F.Y. 2021-22.
 - e. Discussion and Approval of e-Governance Report F.Y. 2020-21.
 - f. To Review and Approve the Minority Cell and OBC Cell.
 - g. Ratification and Approval of the new recruits, Left staff and Vacancies.
 - h. Proposal for change of JNTUK affiliation
3. Agenda for Information

Members Present:

<i>S No</i>	<i>Name of the Member</i>	<i>Role</i>	<i>Designation</i>
1.	Sri. Oruganti Naresh Kumar	Chairman	LES Nominee
2.	Dr. L. Rathaiah	Member	LES President
3.	Dr. V Madhusudhan Rao	Member	LES Nominee
4.	Prof. A. K Bakhshi	Member	UGC Nominee
5.	Dr. L Sumalatha	Member	JNTUK Nominee
6.	Padma Bhushan Dr. Y. Lakshmi Prasad	Member	LES Nominee
7.	Shri. V.V. Venu Gopal	Member	Industrialist
8.	Shri. M. P. Dubey	Member	Industrialist
9.	Prof. Krishna Vedula	Member	Educationist
10.	Sri. K. Ravi Chandra	Member	Industrialist
11.	Sri. N. Srikanth	Member	LES Nominee
12.	Dr. K. Madhusudan Rao	Member	Institute Nominee
13.	Dr. B. Arundhati	Member Secretary	Principal

The following members were unable to attend the meeting due to pre-occupied works:

- Dr. P.V.G.D. Prasad Reddy, Vice Chancellor, Andhra University.
- Shri. L. Sri Krishna Devarayalu, Vice-Chairman, Lavu Educational Society

Proceedings:

Dr. L. Rathaiah, Hon'ble chairman of Lavu Educational Society cordially welcomed all the esteemed members of Governing Body to the 24th GB meeting held on 26th October 2021 at 10-00AM. He has requested the members to give their invaluable suggestions so that

the Institute can progress further heights. He started the meeting with his remarks in which, he informed the members about the precautions taken during the COVID 19 Pandemic and appreciated team for successful competition of academics through online without any disruption.

- The chairperson of GB, Mr. O. Naresh Kumar enquired about the status of e-content and MOOCs courses;
- Dr. V. Madhusudan Rao, Rector, appraised about the e-content development and he said that the staff developed more than 500 video lectures for both UG and PG Programs.
- Shri. M. P. Dubey asked principal about the status of MOOCs courses; Principal Dr. B. Arundhati updated the status of MOOCs courses through Coursera and NPTEL. She told that successfully completed more than 2000 courses through NPTEL/Coursera by both staff and students. Later, the chair continued meeting as per the agenda

I. CONFORMATION OF THE MINUTES OF THE 23RD GOVERNING BODY MEETING HELD ON 23.03.2021.

The chairperson of GB, Mr. O. Naresh Kumar enquired about the status of actions initiated against resolutions made by GB. The Minutes of the 23rd Governing Body meeting held on 23rd March 2021 was placed before the committee for the review & approval and the members confirmed the minutes after thorough discussion. Principal presented the action taken on points of the previous meeting and also briefed the members present on the actions taken.

II. Agenda item for Ratification & Approvals:

i. Confirmation of Minutes of 9th Academic Council meeting held on 21.10.2021:

Dean Academics Dr. A. Naga Jyothi presented the minutes of 9th ACM. The recommendations of ACM placed before the committee for the review & approval. The members confirmed the minutes after thorough discussion.

i. Exemption of Credits in VR17 regulation

- The Academic Council Members suggested following exemption rules as proposed in R10 regulation, JNTUK.
- The Academic Council members recommended the exemption for a maximum of two courses and to an extent of 6 Credits for the award of B.Tech degree for 2017 and 2018 admitted batch students having only 2 backlogs by the end of his/her final year and the exemption rule is also applied to students who have cleared all the courses by the end of final year in calculating the CGPA. (VR17 regulation-

UG 4 year program: 183/189 Credits & UG- Lateral Entry program: 135/141 Credits)

ii. *To Ratify UG results for 2017, 2018 and 2019 admitted batch.*

- Dean academics presented the results of VR17 and VR19 regulations (UG).The overall result analysis for 2017, 2018, 2019 admitted batches were presented.
- The Academic Council members ratified the VR17 and VR19 Regulation examination results of UG(B.Tech)

iii. *Ratify PG (M.Tech, MBA, and MCA) results for 2017, 2018 and 2019 admitted batch.*

- Principal presented the results of VR17 and VR19 regulations (PG) as ratified by Academic council. The overall result analysis for 2017, 2018, 2019 admitted batches presented.
- The Academic Council members ratified the VR17 and VR19 Regulation examination results of PG Courses (M. Tech, MBA & MCA).

iv. *Approval for the new Curriculum (VR-21) for M.Tech and MBA Programs*

- The revised curriculum of VR 21 M.Tech (CSE, ECE, DECS, P&ID, MD, IT, TE), and MBA along with the structure and regulations following choice-based credit system (CBCS) were presented by Dean Academics. All the courses in the curriculum are framed to impart skill development, employability and promote the spirit of entrepreneurship. The curriculum offers soft skill courses for enhancing the employment opportunities. The feedback from various stakeholders including employers, students, faculty, parents and alumni for revision of curriculum was reviewed and recommended by BoS.
- The revised curriculum of VR-21 for M.Tech (CSE, ECE, DECS, P&ID, MD, IT, TE), and MBA are newly designed as per the Autonomous guidelines by incorporating suggestions/feedback received from all stakeholders after thorough discussion in the BoS meetings.
- The stakeholder's feedback analysis of all programs including M.Tech-Machine Design; M.Tech-Transport Engineering; M.Tech-Digital

Electronics and Communication Systems; M.Tech-Information Technology; M.Tech-Power and Industrial Drives; M.Tech-Computer Science and Engineering; M.Tech-Electronics and Communication Engineering; MBA-Master of Business Administration and their corresponding ACM recommendations are confirmed.

The members of governing body reviewed the recommendations of Academic Council and approved the same.

ii. Confirmation of Minutes of 24th Finance Committee held by circulation on 23.10.2021

- Dean Admin presented the minutes of 23rd Finance Committee Meeting held on 23.10.2021 and the recommendations of Finance Committee presented to the committee for the review & approval.
- Principal presented all the recommendations of the 23rd Finance Committee along with the budgeted Income and Expenditure for the year 2021-22. The members confirmed the minutes of the 23rd Finance Committee after thorough discussion.

iii. Review & approval of Annual Quality Audit report for the 2020-21

Principal presented AQAR 2020-21 and he has briefed the members of Governing Body about key areas of developments of the institute including Academics, Teaching & Learning and Evaluation Process, Research & Developments, Infrastructure Developments, Extension & Outreach programs etc..

Discussion:

Deans and the Principal have submitted various academic, research and administrative proposals for the review and approval of the Governing Body. Governing Body Chairman and other members have asked the principal and the Deans details of various activities scheduled for the A.Y. 2021-22.

- Principal presented IQAC report about the plan of the action for the year 2021-22
- Governing Body Chairman and the members have suggested the Dean-Academics to implement more innovative teaching methodologies as required meeting the current needs.

- Chairperson Shri O. Naresh Kumar advised Dean-R&D to conduct more conferences, seminars, workshops for both students and faculty to update their knowledge and skills.
- Mr. Venu Gopal, Member of GB, advised Dean-IQAC to initiate quality assessment measures so that quality can be enhanced.
- Chairperson Shri O. Naresh Kumar Instructed Dean of Evaluation to announce results at the earliest for the benefit of students.
- Chairperson Shri O. Naresh Kumar advised Dean-T&P to conduct more campus drives by MNC companies which offer high package salaries. Also advised him to visit companies frequently at least 4-5 companies in a Month.
- Dean IQAC presented the Minutes of the 17th IQAC held on 25.01.2021 presented to the committee for the review & approval. The members confirmed the minutes after thorough discussion.

iv. Approval for change of intake and confirmation AICTE Extension of approval F.Y. 2021-22

Principal informed that AICTE given extension of approval for the year 2021-22 and it is approved additional intake of 60 for the B.Tech AI&DS and decreased intake from 18 to 9 for the M.Tech-Electronics & Communication Engg. After discussion, the committee confirmed and approved the same.

- The committee advised to plan for additional intake in emerging areas like, Artificial intelligence, Cyber Security
- Resolution: The GB members approved the Student Intake and expressed their happiness in the growth of the student strength.

v. Review & Approval of e-Governance Report of 2020-21

Discussion: Principal presented the e-governance report of the institute F.Y. 2020-21 and informed about the changes made in e-Governance specially e-Cap was newly introduced to strengthen digital administration. In addition to this, continued Examination Management Software (EMS) for exam cell, Vignan Attendance software for monitoring regular teaching learning process. Implemented SAMHITA software for the administration of “Finance & Accounts” and developed a portal for students’ “Admissions & Support” system. Upon the feedback from stakeholders modified the maintenance portal to make it as user friendly. The members reviewed and approved the same.

vi. To Review and Approve the Minority Cell and OBC Cell

In order to deploy the special concentration on students of backward sections, Principal proposed to establish Minority Cell and OBC Cell. The members discussed about the role and responsibilities of these cells and given approval for the same.

vii. *List of Teaching & Non-teaching staff joined and relieved since the last GB Meeting held on 23.03.2021*

The principal presented the list of Teaching and Non-Teaching staff joined and relieved since the last GBM i.e. from 23.03.2021 to till date. The members reviewed and approved the same.

viii. *Proposal for change of JNTUK affiliation:*

Principal informed member about the JNTUK-GV is now formed as university and JNTUK is now asked us to change of THE affiliation from JNTUK to JNTU-GV. The members reviewed and it resolved to change of affiliation from JNTUK to JNTU-GV.

III. Agenda item for Information:

- Research Targets and Bench marks: Dean IQAC presented the department wise research targets and bench marks to achieve. Further, Dean R&D reported the status of publications department wise, institute H-Index reached to 24 and Quality publication are 233 published in 2021-22. The members of the committee advised to incentivise the best performers who published quality publications.
- IQACNLW-21: Dean IQAC presented the event report of IQACNLW-21 and was conducted through on-line on 14th -15th May 2021. He said that the NAAC sponsored Rs. 30000 for this event and More than 200 participants were participated from various reputed institutions. The committee approved the report and also advised to organise similar type of events in future.
- UGC Paramarsh: UGC has released a grant of Rs. 21, 45, 596 in against to the amount spent on implementation of UGC Paramarsh scheme. The committee appreciated the IQAC team for the successful implementation of UGC Paramarsh scheme.
- Green Audit and Energy Audit: Dean IQAC presented AAA report F.Y. 2020-21. The GB reviewed and confirmed the same. He also informed members about the application status of Green Audit and Energy audit. He said that The IQAC applied to Green Mentors. The committee revised the data and approved the same.

Conclusion:

Dr. B. Arundhati, Principal officially extended the vote of thanks and formally concluded the Governing Body Meeting.



Member  **PRINCIPAL & Principal**
VIGNAN'S INSTITUTE OF
Information Technology (A)
Beside: VSEZ, Duvvada, Visakhapatnam-43



VIGNAN'S INSTITUTE OF INFORMATION TECHNOLOGY
(Approved by AICTE, New Delhi & Affiliated to JNTUK, Kakinada)
Besides VSEZ, Duvvada, Visakhapatnam, Andhra Pradesh-- 530 049.
Phone: 0891-2755222/333/4442 :: Fax 0891 – 2752333

F.No. LES/VIIT/GBM/PO/2021-22/02

Date: 10.02.2022

MINUTES OF THE 25th MEETING OF THE GOVERNING BODY

HELD ON 10th FEBRUARY 2022

The record notes of discussions in the 25th Meeting of Governing Body was held on 10th February 2022 at 10-30AM, Thursday under the chairmanship of Dr. O. Naresh Kumar, Chairperson, Governing Body, VIIT.

Venue: Board Room, AKCNB Hall, VIIT

.....

AGENDA

- I. The conformation of the minutes of the 24th Governing Body Meeting held on 26.10.2021.
- II. Agenda item for Ratification & Approvals
 - a. Confirmation and ratify the resolutions adopted in the 10th Meeting of the Academic Council held on 04th January 2022
 - b. Confirmation of Minutes of the 25th Meeting of the Financial Committee held on 7th February 2022.
 - c. Approval for change of intake in UG and PG programs.
 - d. Confirmation for List of Teaching & Non-teaching staff joined and relieved.
 - e. Ratification and Approval of the new recruits and Vacancies.
- III. Agenda for Information
 - a. Institute progress report FAY 2021-22.
 - b. To Review proposed Events, Programmes and Functions for A.Y. 2022-23.
 - c. Research & Development Outcomes.
 - d. Co-Curricular and Extra Curricular activities.
 - e. Review and approval of AQAR report 2021-22.
 - f. Change of permanent affiliation to JNTU-GV, Vizianagaram
- IV. Any other items with the permission of the chair

Members Present:

S. No.	Name of the Member	Role	Designation
1.	Sri. Oruganti Naresh Kumar	Chairman	LES Nominee
2.	Dr. L. Rathaiah	Member	LES President
3.	Mr. L. Sri Krishna Devarayalu	Member	LES Nominee
4.	Dr. V Madhusudhan Rao	Member	LES Nominee
5.	Prof. A. K Bakhshi	Member	UGC Nominee
6.	Dr. L Sumalatha	Member	JNTUK Nominee
7.	Dr. P.V.G.D. Prasad Reddy	Member	Educationist
8.	Shri. V.V. Venu Gopal	Member	Industrialist
9.	Shri. M. P. Dubey	Member	Industrialist
10.	Sri. N. Srikanth	Member	LES Nominee
11.	Dr. K. Madhusudhana Rao	Member	Institute Nominee
12.	Dr. B. Arundhati	Member Secretary	Principal

The following members were unable to attend the meeting due to pre-occupied works:

- Padma Bhushan Dr. Y. Lakshmi Prasad, Member, LES Nominee
- Prof. Krishna Vedula, Member, Educationist
- Sri. K. Ravi Chandra, Member, Industrialist

Proceedings:

Hon'ble chairman of Lavu Educational Society Dr. L. Rathaiah cordially applauded all the esteemed members of Governing Body for the presence to the 25th GB meeting held on 10th February 2022 at 10-30AM, Thursday. He has requested the members to give their invaluable insights so that the Institute can progress. He started the meeting with his remarks.

Later, the meeting was initiated by the welcome remarks of Dr. V. Madhusudhan Rao, Rector, VIIT and introduced all the Deans and HoDs to the GB Members. He briefed about Academics, Results, Placements status, Research and other achievements of VIIT (A). Later, the chair continued meeting as per the agenda

Agenda Item 1: Conformation of the minutes of the 24th Governing Body Meeting held on 23.08.2021.

The chairperson of GB, Mr. O. Naresh Kumar enquired about the status of actions initiated against resolutions made by GB in the last meeting. The principal Dr. B. Arundhati presented the Minutes of the 24th Governing Body meeting was placed before the committee for the review & approval and the members confirmed the minutes after thorough discussion. Principal presented on the action points of the previous meeting and also briefed the members present on the actions taken.

- The chair enquired about the status of I B. Tech result. The principal presented branch-wise results of the last semester. After thorough discussion, the GB given target for I Year result at least 90%.
- Dr. Rathaiah instructed principal to appoint lead coordinator to overseeing the day to day class monitoring and student's attendance of each branch.

II. AGENDA ITEM FOR RATIFICATION & APPROVALS:

A. Confirmation of Minutes of 10th Meeting of Academic Council was held on 04th January 2022:

Dean Academics Dr. V. Naga Jyothi presented the minutes of 10th ACM. The recommendations of ACM presented to the committee for the review & approval. The following are the key points noted with related the 10th ACM.

- a. The syllabus revision of VR19 and VR20 regulations for all B. Tech Programmes.
- b. ACM have accorded permission to initiate the implementations of new regulations (VR-22) for all UG Programs, MCA and newly proposed M.Tech (VLSI & Embedded Systems) Program by taking into consideration of APSCHE guidelines and VR20 regulations while designing the proposed VR-22 curriculum.
- c. Dean academic presented the results of UG and PG results of 2017, 2018 and 2019 admitted batch are ratified by Academic Council Members as per rules in force ratified by ACM.
- d. It is proposed to give exemption for a maximum of three courses and to an extent of 9 Credits. However, student has to clear the Laboratory courses, Internship, Project works for the award of B. Tech degree in VR17 regulation. (UG 4 year program: 180/189 Credits & UG- Lateral Entry program: 132/141 Credits)

Members of GB have satisfied with the recommendation of ACM and confirmed the minutes after thorough discussion.

- The feedback from various stakeholders including employers, students, faculty, parents and alumni for revision of curriculum was reviewed in CDMC and approved by BoS. The stakeholder's feedback analysis of all programs including B. Tech, M.Tech, MBA, and MCA and their corresponding ACM recommendations are confirmed for revision of syllabus.

B. Confirmation of Minutes of 25th Finance Committee meeting held by circulation on 7th February 2022

Dean Administration presented the minutes of 25th Finance Committee Meeting held on 7th February 2022 and the recommendations of Finance Committee presented to the committee for the review & approval. The following are the key discussions made before the Governing Body:

- i. Principal Dr. B. Arundhati presented Budget Proposal recommended by Finance Committee F.Y. 2022-23. The committee review the details of recurring and Non-Recurring budgets.
- ii. The chair Shri O. Naresh Kumar enquired about the budget plan for other incomes specially Grants from Govt. and NGO. Also advised to submit more proposals after thorough review by the external experts.
- iii. CEO, Mr. N. Srikant submitted the proposed the plan of action for creation of new infrastructure to meet AICTE requirements for new programs. The members of GB confirmed as recommended by Finance committee and approve the same.
- iv. Approval for extension of additional floor on the B-C Block of VIIT main building
- v. Establishment of AICTE IDEA Lab area of 250 Sqm (Estimated budget of Rs.100 lakh)
- vi. Approval for construction of additional two floors on Girls Hostel.

Principal presented all the recommendations of the 25th Finance Committee along with the budgeted Income and Expenditure for the year 2022-23. After thorough discussion the members confirmed the minutes of the 25th Finance Committee and are approved.

C. Approval for change of intake in UG and PG programs

Principal presented a proposal to increase Under Graduate intake by 180 in emerging areas in Computer Science and Engineering. She has proposed to apply for new intake in B. Tech-Cyber Security, B. Tech-Artificial intelligence, B. Tech-Data Science. She has also informed that VIIT has to reduce intake in existing courses then only new intake will be permitted. Hence, it is proposed to reduce 60 intakes from three UG programs i.e. from EEE, CE, and ME.

Members of GB enquired about all other new available programs in emerging areas and after discussion the committee recommended to apply for the above said programs.

D. Confirmation for List of Teaching & Non-teaching staff joined and relieved since the last GB Meeting held on 26.10.2021.

The principal presented the list of Teaching and Non-Teaching staff joined and relieved since the last GBM i.e. from 26.10.2021 to till date. The members reviewed and approved the same.

The chair enquired about the status of faculty appraisal.

Rector Dr. V.M. Rao updated the status of faculty appraisal and he has informed that the faculty was assessed based on the feedback, result and research. Orientation and Induction programmes were organized for the faculty who needs support.

After conduction of Induction programme,

- 14 faculty members who couldn't perform in spite of the above practices were requested to leave the organization.
- Principal updated that newly recruited 34 doctorates, among them 25 are from reputed institutions like IIT/NITs.
- Member of GB, Shri Venu Gopala Rao advised to pursue certification courses – AI&ML, Python, DS, & core courses.
- The Chair enquired about the faculty who pursuing Ph.D and Principal informed that there are 79 doctorates and 82 pursuing Ph.D. scholars are in the institution.

E. Review & Ratification of Vacancies for Teaching positions for the next academic year 2022-23:

In view of the increase intake and existing vacancies, principal presented the department-wise vacancies for faculty positions for the next academic year 2022-23 and the members reviewed and approved the following.

Program	Professor	Associate Professor	Assistant Professor	Total
Engineering & Technology	32	62	188	282
MBA	2	4	18	24
MCA	1	2	9	12
Grand Total	35	68	215	318

F. Change of permanent affiliation to JNTU-GV, Vizianagaram

Principal informed members about the change of permanent affiliation to JNTU-GV, Vizianagaram. The members confirmed the same.

II. AGENDA ITEM FOR INFORMATION:

A. Institute progress report:

Prof. B. Arundhati, Principal presented the Institute Progress report to the GB Members. She presented the College Highlights, Intake details, Research progression, Student Achievements, Innovation Cell activities, Patents, Ongoing and completed Projects, Placement Records and Academic results.

Discussion:

- M.Tech admissions can be enhanced by giving 100% Tuition fee waiver as a scholarship from Dr. L. Rathaiah Foundation
- 86.17% of students placed with an average package of INR 3.59 and highest package of INR 18.1 LPA during the academic year 2020-21.
- Merit students should be encouraged to bring quality outcome i.e students with 80 % above academic performance and so on.
- Dr. Prasad Reddy, Vice chancellor, Andhra University recommended to send information regarding M.Tech to the VCs of JNTUK and Andhra University. So that they will display the information in the University website and share the information with the respective affiliated colleges.
- Mr. V. V. Venugopal suggested conducting M.Tech in the evenings or part time mode so that it could encourage many interested employees from Steel Plant. He said he would be interested to have a MoU with Vignan.
- Dr. Ch. Hari Govinda Rao, Dean IQAC presented AQAR 2020-21 data.
- Dr. L. Rathaiah, Chairman, Vignan Group highlighted the following points which need to be done on priority basis for the upcoming NAAC which is scheduled in the next 5-6 months. In order to have frequent academic and administrative deliberations, he wants the GB members to meet at least once in a month. He mentioned that NEP will be implemented from the next year where the maximum weightage will be given to NAAC A++ Colleges.
- Recruitment of more than 120 faculty
- More number of Value Added Courses to be conducted on versatile topics which helps the students to develop various skills. Students should be given ample choice to select the courses.
- Research Publications to be raised to enhance the college H-Index from 19 to 25
- Extension Activities should be 150-200 per year which enhances the social responsibility among the students.
- Consultancy Projects should be emphasized in order to have a Corporate and Campus connect and provide research opportunities for the students who are inclined towards corporates.
- There are courses related to drafting Patents in Coursera. The faculty members who are in the Patents Committee have to undergo the aforementioned course in order to have a better understanding. He suggested to apply more number of patents for Australia where ideas are encouraged.
- Identify the Best Practices at department level and college level

- Distinctiveness of the college should be more focussed.
- Honours to the teachers from various NGOs and other Government sectors.
- Dr. A. K. Bakshi highlighted that the teaching learning methodologies should be 21 century methodologies like flipped classroom, activity based learning and so on. Teachers need to be updated and upgraded.
- Principal presented progress of automation works as an improvement of e-governance report including Administration, Finance & accounts, Examination, Student Support, Automation of Solar system, Automation of Maintenance through VMA Portal etc.
- As a part of strengthening automation of administration, CEO Mr. N. Srikant proposed to procure e-Cap governance software for complete automation of the college administration. The members of the committee confirmed and approved the same.

i. Research and Development activities::

- The committee advised to initiate department-wise research committee to monitor the progress of the part time Ph.D. And also advised to give individual research targets to faculty and offer special incentives for good researchers.
- Shri. M. P. Dubey advised to initiate faculty-student partnering for research and 2 credits for Students' publications in the curriculum.
- Mr. O. Naresh Kumar, Chairman suggested fixing incentive for the faculty members in order to motivate the staff in completing the Ph.D within the stipulated time. He suggested tracking the progress of their research.
- Mr. V. V. Venu Gopal Rao, member, suggested to display all the published research papers in the college website.
- Mr. O. Naresh Kumar suggested to insert the photo of the researcher while displaying the data in the website.
- Mr. V. V. Venu Gopal Rao, member, mentioned that all the doctorates are encouraged to publish the research papers in areas other than their research domain by incentivising them.
- Dr. V. Madhusudhan Rao, Rector informed the team that Students and Staff collaboration is encouraged in publishing the research articles.

ii. Co-Curricular and Extra Curricular activities:

- The chair advised to strengthen the mentoring process and instructed all team to take special care for students.
- Dr. P. Sekhar is appointed as Coordinator for Internship and Career Guidance Cell based on the suggestion given in the previous GBM.
- Mr. Srikant, CEO, highlighted the process of internship. In order to monitor the regularity and the progression of the student during internship, a book is designed by the Academics

department which contains the students' day to day activity in the industry and the report of everyday. Internship guidelines will be shared with the company personnel also.

- Dr. V. Madhusudhana Rao, Rector, informed the team that there is a regular follow up and monitoring by the research supervisors and faculty of the respective department for the students who attend Internship. Besides providing certification, the faculty members take written feedback from the student and industry personnel.
- Introduced Sports /Games/Yoga as an audit course in the curriculum

Resolution: The GB Members expressed their happiness in the student certificate courses and expressed that the number of students who are doing online courses should be more in the upcoming years.

iii. *Suggestions by the Chairperson:*

- All the faculty Members in the college have to adopt at least 20- 30 students and they have to concentrate on the unique qualities of the students and scaffold them in various arenas like Communication Skills, Typing Skills, Speaking and drafting ability and Ethical Behaviour.
- Create an app which helps them to know their physical well being.
- Rank the students based on Physical Fitness which helps in their Emotional well being.
- 90% attendance should be made mandatory for attending the exams in order to help the students to have better learning.
- Mr. Ravi Kumar suggested identifying the skills which are required for the company and try to focus more on company specific skills based Training.
- Mr. O. Naresh Kumar proposed the idea of hiring individuals dedicated to regular interactions with HR professionals.
- Dr. B. Prasad, Dean-T&P highlighted that the college has been training the students based on the requirement. Especially interdisciplinary courses are included in the curriculum in order to enhance the relevant skills in the students.

iv. *Quality of Placements:*

- Institute has made MoUs with 10 reputed industries like CEMS (Center of Excellence in Maritime and Ship Building), MSME, Robo Coupler, Blue-prism, Edu Skill (CISCO, AWS) etc.
- More emphasis has been given to coding related training as a result placement of non IT students is enhanced.
- Started CRT (Technical and Non-Technical) from II year onwards.
- Resolution: The GB Nominees appreciated the team. Mr.O.Naresh Kumar suggested working rigorously on skill development of the students based on the company requirements.

V. ANY OTHER ITEMS WITH THE PERMISSION OF THE CHAIRMAN

- Mr.O.Naresh Kumar suggested organizing the following for the upcoming year inorder to generate revenue by organizing Special Courses, Skill development Programmes, Special classes, Govt. Consultancy Projects, Creation of Apps-Display in Google store for use.
- Dr. L. Rathaiah suggested to provide the infrastructure, for the students or youngsters with creative ideas, after the college hours.(Hiring the campus).He reiterated that the future is sustainability.Sustainability of the teaching and research,systems,projects,procedures are used to save environment. He suggested grading the students and conducting Finishing School for the non-placedstudents by identifying the requirements.
- Mr. O. Naresh Kumar recommended that the members address the existing shortcomings within the college. He instructed the team to prepare the list of top 25 companies which recruit the students frequently with good package.

Conclusion:

Dr. B. Arundhati, Principal officially extended the vote of thanks and formally concluded the Governing Body Meeting.

b
Principal &
PRINCIPAL
VIGNAN'S INSTITUTE OF
Information Technology (A,
Beside: VSEZ, Duvvada, Visakhapatnam-43
Member secretary

