



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.

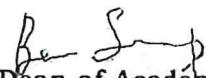
F.No. VIIT/DOA/2017/01

31st May 2017

NOTICE

The 1st Meeting of Academic Council will be held on 10th June 2017 at 09-00AM, under the chairmanship of Dr. Ch. Narasimham, Principal, VIIT.

All the members are requested to attend the meeting.


Dean of Academics
Dean Academics

Vignan's Institute of Information Technology

MEMBERS INVITED:

S. No	Name of the person	Category	Affiliation
1	Dr. Ch. Narasimham	Chairperson	VIIT
2.	Mr. Pavan Krishna K	Management Nominee	VIIT
3.	Dr. K. Ravindra	Director- Infrastructure, Development Chief Engineer	University Nominee
4.	Dr. Ch. Satyanarayana	Director- Academics and planning	University Nominee
7.	Dr. P. Subba Rao	Director- Evaluation	University Nominee
8.	Dr. A. Rama Mohan Reddy	Department of CSE	S V University
9.	Dr. Ch. Hari Govinda Rao	Member	VIIT
10.	Dr. Ben Swaroop.M	Member	VIIT
11.	Dr. B. Arundathi	Member	VIIT
12.	Dr. A. NagaJyothi	Member	VIIT
13.	Dr. Debnath Bhattacharya	Member	VIIT
14.	Dr. B. Prasad	Member	VIIT
15.	Dr. L. V. Venu Gopal Rao	Member	VIIT

16.	Dr. B. Satyanarayana	Member	VIIT
17.	Mr. K. V. N. Rajesh	Member	VIIT
18.	Mr. M. Somasundara Rao	Member	VIIT
19.	Dr. G. V. Nagesh Kumar	Secretary	VIIT
20.	Dr. T. Satyaguru	BOS Chairman, Chemistry	VIIT
21.	Mr. S. Yogeswara Rao	BOS Chairman ES	VIIT
22.	Mr. S. Satish	BOS Chairman English	VIIT
23.	Mr. K. T. Daniel Mohan	BOS Chairman, Mathematics	VIIT
24.	Mr. Siva Rama Krishana. Ch	UG Coordinator	VIIT
25.	R. P. Das	Professor	VIIT
26.	Dr. R. Hanumantha Rao	Member	VIIT
27	Dr. B. Sateesh	Member	VIIT
8	Mr. Viswanatha Sarma	Member	VIIT
29	Dr. T. Arachana Acharya	Member	VIIT

AGENDA

1. Welcome note by the chairperson – Academic council
2. Introduction of members – Academic Council, Brief review – VIIT – Chairperson – Academic Council
3. Ratifying Academic calendar and Academic regulations - Dean Academics – Dr. M. Ben Swaroop.
4. Ratifying Examination & Evaluation guidelines – Dean Evaluation – Dr. B. Sateesh
5. Ratifying the Program structure and detailed syllabus for UG & PG courses (VR 17)
6. Ratifying the syllabus for BS&H subjects – HOD-BS&H-Dr. R. Hanumantha Rao
 - a) English
 - b) Mathematics
 - c) Physics
 - d) Chemistry
7. Any other with the permission of the chair.

Copy to: -

- Administrative Office
- Principal Office
- Office of the CEO

**Minutes of the 1st Meeting of the Academic Council
Held on 10th June, 2017**

**Under the chairmanship
of
Dr. CH. NARASIMHAM
Principal, VIIT**

Venue: Board Room

Timings: 09:00AM



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DUVVADA, VISAKHAPATNAM

VIIT/PO/ACM/2017/01

Date: 10-06-2017

MINUTES OF MEETING OF THE FIRST ACADEMIC COUNCIL

Record notes of discussion in the First ACADEMIC COUNCIL meeting was conducted on 10th June 2017 under the chairmanship of Dr. Ch. Narasimham, Principal, Vignan Institute of Information Technology (VIIT).

Timings: 9-00 A.M. onwards

Venue: Board room, VIIT

Agenda:

1. Welcome note by the chairperson – Academic council
2. Introduction of members – Academic Council, Brief review – VIIT – Chairperson – Academic Council
3. Ratifying Academic calendar and Academic regulations - Dean Academics – Dr. M. Ben Swaroop.
4. Ratifying Examination & Evaluation guidelines – Dean Evaluation – Dr. B. Sateesh
5. Ratifying the Program structure and detailed syllabus for UG & PG courses (VR 17)
6. Ratifying the syllabus for BS&H subjects – HOD-BS&H-Dr. R. Hanumantha Rao
 - a) English
 - b) Mathematics
 - c) Physics
 - d) Chemistry
7. Any other with the permission of the chair.

Members Present

S. No	Name of the person	Category	Affiliation
1	Dr. Ch. Narasimham	Chairperson	VIIT
2.	Mr. Pavan Krishna K	Management Nominee	VIIT
3.	Dr. K. Ravindra	Director- Infrastructure, Development Chief Engineer	University Nominee
4.	Dr. Ch. Satyanarayana	Director- Academics and planning	University Nominee
7.	Dr. P. Subba Rao	Director -Evaluation	University Nominee
8.	Dr. A. Rama Mohan Reddy	Department of CSE	S V University
9.	Dr. Ch. Hari Govinda Rao	Member	VIIT

10.	Dr. A. NagaJyothi	Member	VIIT
11.	Dr. Debnath Bhattacharya	Member	VIIT
12.	Dr. B. Prasad	Member	VIIT
13.	Dr. L. V. Venu Gopal Rao	Member	VIIT
14.	Dr. B. Satyanarayana	Member	VIIT
15.	Mr. K. V. N. Rajesh	Member	VIIT
16.	Dr. T. Archana Acharya	Member	VIIT
17.	Mr. M. Somasundara Rao	Member	VIIT
18.	Dr. G. V. Nagesh Kumar	Secretary	VIIT
19.	Dr. T. Satyaguru	BOS Chairman, Chemistry	VIIT
20.	Mr. S. Yogeswara Rao	BOS Chairman ES	VIIT
21.	Mr. S. Satish	BOS Chairman English	VIIT
22.	Mr. K. T. Daniel Mohan	BOS Chairman, Maths	VIIT
23.	Mr. Siva Rama Krishana. Ch	UG Coordinator	VIIT
24.	Dr. R. Hanumantha Rao	Member	VIIT
25.	Dr. B. Sateesh	Member	VIIT
26.	Mr. Viswanatha Sarma	Member	VIIT

Leave of absence:

The following members did not attend the meeting:

R. P. Das Member

Points Discussed:

1. The chair cordially invited all the members of the Academic Council for the 2nd Academic Council Meet after the institution received autonomous status in 2017.
2. The chair introduced the members to the council.
 - a. The chair gave a review of VIIT to the committee members and a brief note on UG & PG programs and points discussed in the 1st Academic Council Meeting held on 10-06-2017.
 - b. He has presented the students achievements, merit and means scholarships and important best practices in the institute to the committee members.
 - c. Mr. Ravindra appreciated the policies followed by the management.
 - d. Mr. K. Pavan Krishna, CEO, highlighted the policies followed in the institute for strengthening UG & PG programs
 - e. Dr Ravindra inquired about the infrastructural facilities for UG & PG Programs.
 - f. He suggested providing good infrastructural facilities for all programs attract a greater number of students.

3. Review of implementation of Academic Calendars and Academic Regulations – UG and PG programs by Dean Academics, Dr. Ben Swaroop

Discussion:

- a) Dr. Ben Swaroop spoke about the autonomous status and BOS meetings conducted and the resolutions made, academic regulation, Academic Calendars and other relevant academic information was provided to the council.
- b) Dr. Ben Swaroop explains the implementation of academic calendar and academic regulations for all UG – B. Tech programs and the discussion is as follows.
- c) Implementation of Academic calendar – 1st B. Tech /1st M. Tech/1st MBA/1st MCA is reviewed
- d) The committee enquired sponsored admissions for M. Tech as the college is located amidst indenting belt.
- e) The committee discussed on implementation of Technical seminar in I M. Tech -I & II semester and at the end of I M. Tech-II Sem Comprehensive exam
- f) The committee enquires the procedure for II M. Tech- I&II Sem, Project – Phase-I & Phase-II.
- g) Dr. Ravindra expressed to follow premier institutes and suggested to follow the system.
- h) MOOCS may not be optional within any time, MOOCs may be considered mandatory.
- i) Mr. K. Pavan Krishna highlighted the internal marks and external marks related to JNTUK.

- j) Dr. Subba Rao said that there should be a correlation between internal and external marks.
- k) Dr. Subba Rao suggested that course objectives and outcomes to be incorporated for all courses.
- l) Credits for main project and other mini projects, etc should have more clarity.
- m) As per the regulations or Dr. Ravindra suggested that comprehensive exam should be based on technical fundamentals.
- n) Subject wise detentions and make up classes should be held time to time.
- o) Dr. Ravindra suggested that the aforementioned practice may be experimented and the consequences to be documented.
- p) Promotions policy implemented by the college is approved by the team. Dr. Ravindra expressed his concern that the students at 1st year level to be educated on the promotions policy.
- q) Dr. Ravindra enquired the specializations followed in MBA program and evaluation of Projects for MCA program
- r) Mr. K. Pavan Krishna clarified the evaluation procedures for main projects.
- s) Mr. K. Pavan Krishna also mentioned that the credits system, Academic Regulations and program structure are followed as per JNTUK guidelines.

Outcome: The academic council expressed their happiness for the successful implementation of academic calendars and academic regulations.

**4. Review on implementation of Examination and Evaluation Guidelines –
Dean Evaluation Dr. B. Sateesh**

Discussion:

- a) Dr. B. Sateesh Highlighted the evaluation system, paper setting, ACE's and other examinations relevant Issues.
- b) As per the suggestion of Dr. Ravindra, paper setting has to be given to reputed universities / NITs. Two question papers to be set by one paper setter and he suggested to remove challenge Double valuations.
- c) Results will be announced in 3-4 weeks.
- d) CGPA

Outcome: The academic council expressed their happiness for the successful implementation of examination and evaluation guidelines.

5. Any other with the permission of chair

Agenda points for information:

Dr Ben Swaroop explains the procedure for conducting value added courses and add-on courses in the institute

Conclude remarks:

Lastly, the meeting consulted at 1.00PM by Dr. Ch. Narasimham and again he thanked all the members for sparing their valuable time and giving valuable suggestions. The Principal proposed vote of thanks to all the members present over here and he has conveyed his heartfelt thanks to all for giving invariable suggestions and formally concluded the meeting.


Dean Academics




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



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Beside VSEZ, Duvvada, Vadlapudi Post, Gajuwaka, Visakhapatnam - 530 049.

F.No. VIIT/DOA/2017/02

01st December 2017

NOTICE

The 2nd Meeting of Academic Council will be held on 15th December 2017 at 11-00AM, under the chairmanship of Dr. Ch. Narasimham, Principal, VIIT.

All the members are requested to attend the meeting.

B. S.
Dean of Academics
Dean Academics

Vignan's Institute of Information Technology

MEMBERS INVITED:

S. No	Name of the person	Category	Affiliation
1	Dr. Ch. Narasimham	Chairperson	VIIT
2.	Mr. Pavan Krishna K	Management nominee	VIIT
3.	Dr. K. Ravindra	Director -Infrastructure, Development Chief Engineer	University Nominee
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5	Dr. P. Subba Rao	Director Evaluation	University Nominee
6	Dr. A. Rama Mohan Reddy	Department of CSE	S V University
7.	Dr. Ch. Hari Govinda Rao	Member	VIIT
8.	Dr. Ben Swaroop.M	Member	VIIT
9.	Dr. B. Arundathi	Member	VIIT
10.	Dr. A. NagaJyothi	Member	VIIT
11.	Dr. Debnath Bhattacharya	Member	VIIT

12.	Dr. B. Prasad	Member	VIIT
13.	Dr. L. V. Venu Gopal Rao	Member	VIIT
14.	Dr. B. Satyanarayana	Member	VIIT
15.	Mr. K. V. N. Rajesh	Member	VIIT
16.	Dr. T. Archana Acharya	Member	VIIT
17.	Mr. M. Somasundara Rao	Member	VIIT
18.	Dr. G. V. Nagesh Kumar	Secretary	VIIT
19.	Dr. T. Satyaguru	BOS Chairman, Chemistry	VIIT
20.	Mr. S. Yogeswara Rao	BOS Chairman ES	VIIT
21.	Mr. S. Satish	BOS Chairman English	VIIT
22.	Mr. K. T. Daniel Mohan	BOS Chairman, Maths	VIIT
23.	Mr. Siva Rama Krishana. Ch	UG Coordinator	VIIT
24.	Dr. R. Hanumantha Rao	Member	VIIT
25.	Dr. B. Sateesh	Member	VIIT
26.	Mr. Viswanatha Sarma	Member	VIIT
27	R.P. Das	Member	VIIT

AGENDA

1. Welcome note by the chairperson – Academic council
2. Introduction of members – Academic Council
3. Brief review about 1st ACM – Chairperson – Academic Council
4. Review of implementation of VR 17 Curriculum – UG AND PG courses
5. Any other with the permission of the chair.

Copy to: -

- Administrative Office
- Principal Office
- Office of the CEO

**Minutes of the 2nd Meeting of the Academic Council
Held on 15th December, 2017**

Under the chairmanship

of

Dr. CH. NARASIMHAM

Principal, VIIT

Venue: Board Room

Timings: 11:00AM



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DUVVADA, VISAKHAPATNAM

VIIT/PO/ACM/2017/02

Date: 15-12-2017

MINUTES OF MEETING OF THE SECOND ACADEMIC COUNCIL

Record notes of discussion in the Second ACADEMIC COUNCIL meeting was conducted on 15th December 2017 under the chairmanship of Dr. Ch. Narasimham, Principal, Vignan Institute of Information Technology (VIIT).

Timings: 11-00 A.M. onwards

Venue: Board room, VIIT

Agenda:

1. Welcome note by the chairperson – Academic council
 2. Introduction of members – Academic Council
 3. Brief review about 1st ACM – Chairperson – Academic Council
 4. Review of implementation of VR 17 Curriculum – UG AND PG courses
 5. Any other with the permission of the chair.
-

Members Participated

S. No	Name of the person	Category	Affiliation
1	Dr. Ch. Narasimham	Chairperson	VIIT
2.	Mr. Pavan Krishna K	Management nominee	VIIT
3.	Dr. K. Ravindra	Director- Infrastructure, Development Chief Engineer	University Nominee
4.	Dr. Ch. Satyanarayana	Director- Academics and planning	University Nominee
5	Dr. P. Subba Rao	Director- Evaluation	University Nominee
6	Dr. A. Rama Mohan Reddy	Department of CSE	S V University
7.	Dr. Ch. Hari Govinda Rao	Member	VIIT
8.	Dr. Ben Swaroop.M	Member	VIIT
9.	Dr. B. Arundathi	Member	VIIT

10.	Dr. Ben Swaroop.M	Member	VIIT
11.	Dr. B. Arundathi	Member	VIIT
12.	Dr. A. NagaJyothi	Member	VIIT
13.	Dr. Debnath Bhattacharya	Member	VIIT
14.	Dr. B. Prasad	Member	VIIT
15.	Dr. L. V. Venu Gopal Rao	Member	VIIT
16.	Dr. B. Satyanarayana	Member	VIIT
17.	Mr. K. V. N. Rajesh	Member	VIIT
18.	Mr. M. Somasundara Rao	Member	VIIT
19.	Dr. G. V. Nagesh Kumar	Secretary	VIIT
20.	Dr. T. Satyaguru	BOS Chairman, Chemistry	VIIT
21.	Mr. S. Yogeswara Rao	BOS Chairman ES	VIIT
22.	Mr. S. Satish	BOS Chairman English	VIIT
23.	Mr. K. T. Daniel Mohan	BOS Chairman, Mathematics	VIIT
24.	Mr. Siva Rama Krishana. Ch	UG Coordinator	VIIT
25.	R. P. Das	Professor	VIIT
26.	Dr. R. Hanumantha Rao	Member	VIIT
27	Dr. B. Sateesh	Member	VIIT

Members absent:

Mr. Viswanatha Sarma Member

Dr. T. Arachana Acharya Member

Points Discussed:

1. The chair cordially invited all the members of the Academic Council for the 1st Academic Council Meet after the institution received autonomous status in 2017.
2. The chair introduced the members to the council.
 - a. The chair gave a review of VIIT to the committee members in terms of major milestones, intake, achievements, research, projects, autonomous status, NAAC – reaccreditations, DST – Projects, DST-Fist, Awards, etc.
 - b. The chair highlighted the Faculty Credentials regarding research, papers publications, patents, books authored and others.
 - c. The chair emphasised on the policies provided to the staff by the management.
 - d. He has presented the students achievements to the committee members.
 - e. He has projected the facilities provided to the students for the wellbeing of the students. He has expressed how students get benefitted out of means and merit scholarships.
 - f. He has projected Insurance – faculty and students, felicitation to the parents of the placed students and other best practices implemented by the management.
 - g. Mr. K. Pavan Krishna, added some information's to the words of the chair regarding the aforementioned facilities and course files preparations, sections shuffling and all the academic related issues.
 - h. Mr. Ravindra appreciated the policies followed by the management.
 - i. Mr. K. Pavan Krishna, CEO, highlighted the CIS software.
 - j. Dr. Ravindra suggested applying for level -1 regarding fist funding.
 - k. The chair highlighted various cells in the college like ED cell, ISB and he briefed about the GBM members to the committee.
 - l. Dr. Ravindra inquired about the presence of insinuators in hostels, classification of waste, policies of long medical leave, etc.
 - m. He suggested naming long medical leave and eventual medical leave or emerging medical leave.
3. Ratifying Academic Calendars and Academic Regulations – Dean Academics, Dr. Ben Swaroop

Discussion:

- a) Dr. Ben Swaroop spoke about the autonomous status and BOS meetings conducted and the resolutions made for the 1st year course structure, academic regulation, Academic Calendars and other relevant academic information was provided to the council.
- b) Academic calendar – 1st B. Tech – 17 weeks for 1st sem is suggested.
- c) Year/Semester wise Program structure is highlighted for all UG program Beside JNTUK curriculum.
- d) Industrial visit is incorporated in II B. Tech -II semester and at the end of III B. Tech-II Sem Industry Oriented mini project which will essentially had a positive a part on the main project.

- e) In IV B. Tech-II Sem theory or internship has to be opted by individual Student.
- f) Dr. Ravindra expressed that this system is access to IIT and suggested to follow the system.
- g) MOOCs may not be optional within any time, MOOCs may be considered mandatory.
- h) Mr. K. Pavan Krishna highlighted the variation form JNTUK related to internal marks and external marks.
- i) Dr. Subba Rao said that there should be a correlation between internal and external marks and instead of 75 marks for lab it is supposed to be 100 marks.
- j) Dr. Subba Rao suggested that for industry – oriented minimum project and other courses introduced, course objectives and out comes to be incorporated.
- k) Credits for internship, main project and other mini projects, etc., should have clarity.
- l) The Committee Members expressed the mismatch in giving credits for 400 & 200 Marks 12 Credits has been given to 400Marks & 10 has been given to 200 Marks.
- m) As per the regulations or Dr. Ravindra suggested that comprehensive exam should be bounded on technical fundamentals.
- n) Subject wise detentions and make up classes should be held time to time.
- o) Dr. Ravindra suggested that the aforementioned practice may be experimented and the consequences to be documented.
- p) Promotions policy implemented by the college is approved by the team. Dr. Ravindra expressed his concern that the students at 1st year level to be educated on the promotions policy.
- q) A student has to clear the 4th Year UG Program in 8 Years.

Resolution: The academic council ratified Academic Calendars for AY 2017-18 and Academic Regulations for VR 17 UG & PG programs

4. Ratifying Examination and Evaluation Guidelines – Dean Evaluation Dr. B. Sateesh

Discussion:

- a) Dr. Sateesh B. Highlighted the evaluation system, paper setting, ACE's and other examinations relevant Issues.
- b) As per the suggestion of Dr. Ravindra, paper setting has to be given to reputed universities / NITs. Two question papers to be set by one paper setter and he suggested to remove challenge Double valuations.
- c) Exam pattern – 5 questions- internal choice – pass marks- 50, 35% in estimation external pass mark – 21.
- d) Results will be announced in 3-4 weeks.
- e) CGPA

Resolution: The Academic Council members ratified the examination and evaluation guidelines for VR17 Regulation for UG & PG Programs.

**5. Ratifying the Program structure and detailed syllabus for UG & PG courses
(VR 17)**

UG Programs: VR 17 - B. Tech - CE, EEE, ME, ECE, CSE, IT, ECM

PG Programs: VR 17 - M. Tech - (MD, SE, DECS, IT, P&ID, CSE, ECE)

VR 17 - MBA & MCA

Discussion: The curriculum of VR 17 UG & PG Programs 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.

Dr. Ben Swaroop, Dean Academics presented Skill Development Courses, Project related courses, new courses, value-added courses and add-on courses in order to update the students with latest technologies.

Resolution: The Academic Council members approved the VR17 Regulation for UG & PG Courses.

8. Ratifying the syllabus for BS&H subjects – HOD-BS&H-Dr. R. Hanumantha Rao

- a) Dr. R. Hanumantha Rao, HOD – BS&H, presented the syllabus of all the courses in the department of BS&H to the council
- b) Dr. Ravindra suggested having subject codes related to VIIT. He highlighted that the certificate has to be properly validated.

Conclusion remarks:

Lastly, the meeting consulted at 1.00PM by Dr. Ch. Narasimham and again he thanked all the members for sparing their valuable time and giving valuable suggestions. The Principal proposed vote of thanks to all the members present over here and he has conveyed his heartfelt thanks to all for giving invariable suggestions and formally concluded the meeting.


Ben Swaroop
Dean Academics


Principal &
Chairperson-Academic Council

PRINCIPAL
VIGNAN'S INSTITUTE OF
Information Technology (A)
Beside VSPZ, Devvada, Vizianagaram-537002

