



VIGNAN's INSTITUTE OF INFORMATION TECHNOLOGY
(AUTONOMOUS)

(Approved by AICTE-New Delhi & Affiliated to JNTU-GV, Vizianagaram)
Beside VSEZ, Duvvada, Vadlapudi Post, Gajuwaka, Visakhapatnam - 530 049.

STUDENT ACTIVITY COUNCIL

MINUTES OF MEETING: 2022-23



**VIGNAN'S****INSTITUTE OF INFORMATION TECHNOLOGY**

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Ref: No. VIIT/PO/Order/2022/09/09

Date: 09-09-2022

OFFICE ORDER

Sub: Reconstitution of Student Activity Council for the Academic year 2022-23.

REF: No. VIIT/ SA/ CIR/ 2022/09/03

REF: No. VIIT/ SA/ CIR/ 2022/09/07

Student Activity Council of VIIT is reconstituted for the Academic Year 2022-23 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.	Dr. R Umamaheswari	HoD – ECM	Member	
4.	Mr. M. Padmakar	HOD-CE	Member	
5.	K. Arvind Swamy	Student	President	
6.	K. Krishna Priya	Student	Vice President	
7.	G.V.Laasya	Student	Secretary	
8.	M. Sai Sampath	Student	Secretary	
9.	Vamsi Suhas	Student	Joint Secretary	
10.	V. Himaia	Student	Joint Secretary	
11.	Mounandhar Reddy	Student	Joint Secretary	
12.	K.Jayanth	Student	Joint Secretary	
13.	B. Sai Aasvitha	Student	Joint Secretary	
14.	Srija	Student	Joint Secretary	
15.	Ratan	Student	Joint Secretary	
16.	V. Soumya	Student	Joint Secretary	
17.	Ch. Vinay	Student	Joint Secretary	
18.	S Satvika Reddy	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
VIGNAN'S INSTITUTE OF
Information Technology (A)
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Ref: No. VIIT/SA/CIR/2022/07/13

Date: 13-07-2022

CIRCULAR

The Student Activity Council members are informed to assemble in the principal's office at 10:00 AM on 14-07-2022 to discuss record notes on various student activities received from the students and faculties.

Agenda:

- Appreciation of efforts of SAC students
- Discussion on Aug 15th celebrations – Azadi Ka Amrit Mahotsav or 75th Anniversary of Indian Independence and Engineers day celebrations
- Discussion on selection of new general body

Copy to:

1. Dr. B. Arundhati, Principal
2. Dr. B. Sateesh, Dean Student Affairs
3. Mrs. R. Umamaheswari, HOD-ECM
4. Mr. M. Padmakar, HOD-CE




Principal
PRINCIPAL
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Ref: No. VIIT/SA/MoM/2022/07/14

Date:14-07-2022

MINUTES OF THE STUDENT ACTIVITY COUNCIL MEETING

The record notes of discussions in the SAC - VIIT was held on 14th July, 2022 at 10-00AM, Thursday under the chairperson of Dr. B. Arundhati, Principal, and VIIT.

Venue: Principal Office, VIIT (A).

Agenda:

- Appreciation of efforts of SAC students
- Discussion on Aug 15th celebrations – Azadi Ka Amrit Mahotsav or 75th Anniversary of Indian Independence and Engineers day celebrations
- Discussion on selection of new general body

Members Present:

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.	Dr. R. Umamaheswari	HoD – ECM	Member	
4.	Mr. M. Padmakar	HOD – CE	Member	
5.	Ajay Karakata	Student	Member	
6.	Greeshma Sai Priya Lekkala	Student	Member	
7.	K. Nikhil	Student	Member	
8.	Bharada Wilson	Student	Member	
9.	Geddam Vasudev	Student	Member	
10.	Pediredla Sai Hemanth	Student	Member	

Action Taken Report for the meeting held on 05th March, 2022:

- ✓ PDs were instructed to conduct at least one sports or games event as extracurricular activity per week to participate the students and effectively utilize their 2 hours' time provided every day
- ✓ Students given a freedom to organize institute level one or two event through SAC and they successfully completed with more involvement and participation of students
- ✓ Dean admin were instructed to complete the extension of girl's hostel facilitates by next academic year to increase in intake in emerging branches



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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**

The committee has appreciated efforts of SAC students for involvement and participation of the students during previous semester in various co and extracurricular activities

- **Item No. 2: Discussion on Aug 15th celebrations – Azadi Ka Amrit Mahotsav or 75th Anniversary of Indian Independence and Engineers day celebrations**

Dean Student Affairs was asked to plan events in grand way or 75 years of Independence Day celebrations at least for a week day and instructed to all HoD's to conduct at least one event on behalf of Azadi Ka Amrit Mahotsav or 75th Anniversary of Indian Independence. Dean R&D were asked to celebrate Engineers day celebrations with help of SAC

- **Item No. 3: Discussion on selection of new general body**

Committee requested the Dean Student Affairs to conducted election for new general body, gave responsibility and freedom to organize this to the present general body

The meeting ended with thanks to the chair.


Member Secretary




Chairperson
PRINCIPAL
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Ref: No. VIIT/SA/CIR/2023/03/09

Date:09-03-2023

CIRCULAR

The Student Activity Council members are informed to assemble in the principal office at 10:00 AM on 10-03-2023 to discuss record notes on various student activities received from the students and faculties.

Agenda:

1. Welcome of New SAC General Body and appreciation of efforts of previous SAC students for their effort.
2. Discussion on Yuvatarang 2K23
3. Discussion on enhancement of club's facilities and extension activities

Copy to:

1. Dr. B. Arundhati, Principal
2. Dr. B. Sateesh, Dean Student Affairs
3. Mrs. R. Umamaheswari, HOD-ECM
4. Mr. M. Padmakar, HOD-CE




Principal
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Ref: No. VIIT/SA/MoM/2023/03/10

Date:10-03-2023

MINUTES OF THE STUDENT ACTIVITY COUNCIL MEETING

The record notes of discussions in the SAC - VIIT was held on 10th March, 2023 at 10-00AM, Friday under the chairperson of Dr. B. Arundhati, Principal, and VIIT.

Venue: Principal Office, VIIT (A).

Agenda:

- Welcome of New SAC General Body and appreciation of efforts of previous SAC students for their effort
- Discussion on Yuvatarang 2K23
- Discussion on enhancement of club's facilities and extension activities

Members Present:

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.	Dr. R. Umamaheswari	HoD – ECM	Member	
4.	Mr. M. Padmakar	HOD – CE	Member	
5.	K.Arvind Swamy	Student	Member	
6.	K.Krishna Priya	Student	Member	
7.	G. V. Laasya	Student	Member	
8.	M.Sai Sampath	Student	Member	
9.	Vamsi Suhas	Student	Member	
10.	V. Himaja	Student	Member	

Action Taken Report for the meeting held on 14th July, 2022

- ✓ Committee was appreciated the efforts of the SAC in previous semester.
- ✓ Students given a freedom to organize institute level events like Aug 15th celebrations, VISTA 2K22, other events through SAC and they successfully completed with more involvement and participation of students and also their involvement in Engineers day celebrations.
- ✓ SAC new general body were appreciated instructed them to take full responsibility and given full freedom to monitor everything in the institute level.

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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 and appreciation of efforts of previous SAC students for their effort**

The committee has appreciated efforts of SAC students for involvement and participation of the students during previous semester in various co and extracurricular activities as well as smooth conduction of new general body selections. Chair 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 Yuvatarang 2K23

Dean Student Affairs was asked to plan for Yuvatarang 2K23 in grand way and prepare budget and action plan by 1st week of December 2022 to conduct event in January 2nd week. Committee instructed to SAC team, it is national student youth festival, hence their responsibility to see every student involvement is mandatory to enhance their skills.

Item No. 3: Discussion on enhancement of club's facilities and extension activities

As per the students request committee requested Dean Student Affairs to enhance the facilities in each club like music instruments for cultural club etc and allocate one cabin in AKCNB hall for SAC members.

The meeting ended with thanks to the chair.

Member Secretary**Chairperson**