

**VIGNAN'S****INSTITUTE OF INFORMATION TECHNOLOGY****(AUTONOMOUS)**

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

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

VIIT/Principal Office/ SC&amp;ST C /2019-20/7/1

Dt: 10<sup>th</sup> Jul 2019**PROCEEDINGS OF THE OFFICE ORDER**

A committee consisting of the following members is hereby reconstituted as "SC & ST Committee (SC&ST C)" for the Academic Year 2019-20.


Sl. No	Name of Faculty	Designation	Position
1.	Dr.B.Arundhati	Principal	Chairperson
2.	Dr.N.TirupathiRao	Associate Professor	Member
3.	Mr.S.V.Ramana	Assistant Professor	Member
4.	Ms.K.G.Prasanthi	Assistant Professor	Member
5.	Ms.G.Bhhulakshmi	DEO	Member
6.	Dr.K.SrinivasaNaik	Associate Professor	Member Secretary

The Prime tasks of the Committee are as follows:

1. To review the issues of previous meetings
2. To discuss about performance of SC/ST students in semester exams
3. To organize job oriented and personality development programs.
4. Any other issue with the permission of the chair.

Copy to:

- All Deans & HoDs
- Principal Office
- Rector Office
- All members of the committee
- Master file

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





# 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.

VIIT/SC&SC C/Cir./2019-20/7/1

Dt: 13-07-2019

## CIRCULAR

It is hereby informed that there will be SC&ST Committee meeting on 15-07-2019 at 3.30 pm in Principal Office. Therefore all the members of the SC & ST Committee (SC&ST C) are hereby requested to attend with the meeting.

Agenda:

1. To review the issues of previous meetings
2. To discuss and identify trends, barriers, and potential interventions SC&ST students
3. To explore innovative solutions to benefit academically for SC&ST student community
4. Any other issue with the permission of the chair.

  
Member Secretary

Copy to:

- All Deans & HoDs
- Rector Office
- CEO office
- Principal Office
- Concerned Library members
- Library Notice Board





Ref:No. VIIT/Principal/SC&ST C/MoM/2019-20/7/1

Date: 15-07-2019

**MINUTES OF THE SC&ST COMMITTEE MEETING**

The record notes of discussions in the SC&ST C - VIIT was held on 15<sup>th</sup> July, 2019 at 3-30 pm, Monday, under the chairperson of Dr.B.Arundhati, Principal, and VIIT.

Venue: Principal Office, VIIT (A).

\*\*\*\*\*

**Agenda:**

1. To review the issues of previous meetings
2. To discuss and identify trends, barriers, and potential interventions SC&ST students
3. To explore innovative solutions to benefit academically for SC&ST student community
4. Any other issue with the permission of the chair.

**Members Present:**

Sl. No	Name of Faculty	Designation	Position
1.	Dr.B.Arundhati	Principal	Chairperson
2.	Dr.N.TirupathiRao	Associate Professor	Member
3.	Mr.S.V.Ramana	Assistant Professor	Member
4.	Ms.K.G.Prasanthi	Assistant Professor	Member
5.	Ms.G.Bhhulakshmi	DEO	Member
6.	Dr.K.SrinivasaNaik	Associate Professor	Member Secretary

In the opening remarks of the meeting the chairperson of the Admissions Advisory Committee welcomed all the members and briefed about the agenda.

**1. Review of Previous Meetings:**

The meeting commenced with a review of the minutes from previous meetings. The attendees discussed the progress made on action items and addressed any unresolved issues. It was noted that the action items were being diligently followed up, and updates were provided where necessary.



**2. Discussion on Identifying Trends, Barriers, and Potential Interventions for SC&ST Students:**

The attendees engaged in a comprehensive discussion on the academic performance of SC&ST students. Various trends and barriers were identified, including but not limited to socio-economic factors, lack of access to resources, and cultural challenges. Potential interventions such as mentorship programs, tutoring services, and tailored academic support were proposed to address these issues.

**3. Exploration of Innovative Solutions to Benefit the Academic Performance of SC&ST Student Community:**

Attendees brainstormed innovative solutions to improve the academic outcomes of SC&ST students. Ideas such as leveraging technology for personalized learning, establishing peer support networks, and integrating cultural competency training into the curriculum were discussed. It was emphasized that these solutions should be inclusive and sustainable to ensure long-term impact.

**4. Any Other Issues with the Permission of the Chair:**

Under this agenda item, attendees were invited to raise any additional issues or concerns. Several points were raised, including the need for enhanced faculty training on diversity and inclusion, and the importance of creating a supportive environment for SC&ST students. The chair acknowledged these issues and assured that they would be addressed accordingly.

The meeting ended with thanks to the chair.

**Action Taken Report:**

1. Compiled a comprehensive report on the identified trends, barriers, and potential interventions for SC&ST students, as tasked during the meeting. The report includes data analysis, case studies, and recommendations for addressing the challenges faced by SC&ST students in academia.
2. Researched innovative solutions discussed during the meeting and proposed actionable steps for implementation. This involved exploring technology-driven learning platforms, designing peer support networks, and drafting a proposal for integrating cultural competency training into the curriculum.
3. Scheduled a workshop for faculty members on diversity and inclusion training, in alignment with the suggestions raised during the meeting. The workshop will focus on enhancing faculty awareness and understanding of issues related to diversity, equity, and inclusion in educational settings.
4. Followed up on unresolved issues raised during the meeting and provided updates where applicable. Additionally, ongoing communication channels have been established to ensure that any emerging concerns or developments are promptly addressed in future sessions.

Positive steps have been taken to implement the recommendations and action items discussed during the meeting, with a focus on improving support systems and academic outcomes for SC&ST students within the institution.

  
**Member Secretary**



  
**Chairperson**  
**VIGNANA INSTITUTE OF**  
**Information Technology (A)**  
Beside: VSEZ, Duvvada, Visakhapatnam-49

**VIGNAN'S****INSTITUTE OF INFORMATION TECHNOLOGY****(AUTONOMOUS)**

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

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

VIIT/Principal Office/ SC&amp;ST C /2019-20/12/1

Dt: 5<sup>th</sup> Dec2019**PROCEEDINGS OF THE OFFICE ORDER**

A committee consisting of the following members is hereby reconstituted as "SC & ST Committee (SC&ST C)" for the Academic Year 2019-20.

Sl. No	Name of Faculty	Designation	Position
1.	Dr.B.Arundhati	Principal	Chairperson
2.	Dr.N.TirupathiRao	Associate Professor	Member
3.	Mr.S.V.Ramana	Assistant Professor	Member
4.	Ms.K.G.Prasanthi	Assistant Professor	Member
5.	Ms.G.Bhhulakshmi	DEO	Member
6.	Dr.K.SrinivasaNaik	Associate Professor	Member Secretary

The Prime tasks of the Committee are as follows:

1. To review the issues of previous meetings
2. To discuss about providing information about competitive exams and guidance
3. To discuss placements for SC&ST students and improvement in getting placements.
4. Any other issue with the permission of the chair.

Copy to:

- All Deans & HoDs
- Principal Office
- Rector Office
- All members of the committee
- Master file



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



# 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.

VIIT/SC&SC C/Cir./2019-20/12/1

Dt: 9-12-2019

## CIRCULAR

It is hereby informed that there will be SC&ST Committee meeting on 11-12-2019 at 3.30 pm in Principal Office. Therefore all the members of the SC & ST Committee (SC&ST C) are hereby requested to attend with the meeting.

Agenda:

1. To review the issues of previous meetings
2. To discuss about insights and strategies aimed at enhancing support, opportunities, and outcomes for SC&ST students within the institution.
3. To discuss placements for SC&ST students and improvement in getting GATE ranks.
4. Any other issue with the permission of the chair.

  
Member Secretary

Copy to:

- All Deans & HoDs
- Rector Office
- CEO office
- Principal Office
- Concerned Library members
- Library Notice Board







Ref.No. VIIT/Principal/ SC&ST C /MoM/2019-20/12/1

Date: 11-12-2019

**MINUTES OF THE SC&ST COMMITTEE MEETING**

The record notes of discussions in the SC&ST C - VIIT was held on 11<sup>th</sup> Dec, 2019 at 10-00AM, Thursday under the chairperson of Dr.Ch. Narasimham, Principal, and VIIT.

Venue: Principal Office, VIIT (A).

\*\*\*\*\*

**Agenda:**

1. To review the issues of previous meetings
2. To discuss about insights and strategies aimed at enhancing support, opportunities, and outcomes for SC&ST students within the institution.
3. To discuss placements for SC&ST students and improvement in getting GATE ranks.
4. Any other issue with the permission of the chair.

***Members Present:***

Sl. No	Name of Faculty	Designation	Position
1.	Dr.B.Arundhati	Principal	Chairperson
2.	Dr.N.TirupathiRao	Associate Professor	Member
3.	Mr.S.V.Ramana	Assistant Professor	Member
4.	Ms.K.G.Prasanthi	Assistant Professor	Member
5.	Ms.G.Bhhulakshmi	DEO	Member
6.	Dr.K.SrinivasaNaik	Associate Professor	Member Secretary

In the opening remarks of the meeting the chairperson of the Admissions Advisory Committee welcomed all the members and briefed about the agenda.

**1. Review of Previous Meetings:**

The meeting commenced with a review of the minutes and action items from previous meetings. Attendees discussed the progress made on unresolved issues and provided updates on actions taken since the last meeting.

**2. Discussion on Insights and Strategies for Enhancing Support, Opportunities, and Outcomes for SC&ST Students:**

Attendees engaged in a thorough discussion on various insights and strategies aimed at enhancing support, opportunities, and outcomes for SC&ST students within the institution.

This included exploring the establishment of mentorship programs, creating dedicated support centres, and integrating soft skills development programs into the curriculum.

**3. Discussion on Placements for SC&ST Students and Improvement in Getting GATE Ranks:**

The discussion shifted towards strategies for improving placements for SC&ST students and enhancing their performance in competitive exams such as GATE. Attendees explored avenues such as targeted networking events, industry partnerships, and specialized coaching programs to support SC&ST students in achieving higher GATE ranks and securing placements.

**4. Any Other Issues with the Permission of the Chair:**

Under this agenda item, the participants had the opportunity to raise additional issues or concerns for further discussion, to benefit the students of the above discussed sections.

The meeting ended with thanks to the chair.

**Action Taken Report:**

1. Compiled a detailed report summarizing insights and strategies discussed during the meeting for enhancing support, opportunities, and outcomes for SC&ST students, as assigned during the meeting. The report includes a comprehensive analysis of the discussed strategies, along with actionable steps and recommendations for implementation.
2. Researched and proposed actionable steps for improving placements for SC&ST students and enhancing their performance in GATE exams, as tasked during the meeting. This involved exploring potential partnerships with industry organizations, designing specialized coaching programs, and identifying resources for targeted networking events.
3. Organized a workshop on cultural sensitivity training for faculty and staff members, in line with the suggestions raised during the meeting. The workshop focused on enhancing awareness and understanding of issues related to diversity, equity, and inclusion, with a particular emphasis on supporting SC&ST students within the institution.
4. Established a mechanism for gathering regular feedback from SC&ST students to inform ongoing initiatives and improvements, as discussed during the meeting. This involved setting up feedback channels such as surveys, focus group discussions, and suggestion boxes to solicit input from SC&ST students on their experiences and suggestions for enhancement.

However, proactive steps have been taken to implement the recommendations and action items discussed during the meeting, with a focus on supporting SC&ST students and enhancing their opportunities and outcomes within the institution. Efforts will continue to be made to monitor progress and adjust strategies as needed to ensure meaningful impact.

  
**Member Secretary**



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