



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: 2021-22





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/2021/09/10

Date: 10-09-2021

OFFICE ORDER

Sub: Reconstitution of Student Activity Council for the Academic year 2021-22.

Ref: No. VIIT/SA/CIR/2021/09/03

Ref: No. VIIT/SA/CIR/2021/09/07

Student Activity Council of VIIT is reconstituted for the Academic Year 2021-22 with the following members

S. No.	Name of the Person	Designation	Role	Signature
1.	Dr. B Arundhati	Principal	Chairperson	
2.	Dr. K. Madhusudhana Rao	Dean Admissions & Student Affairs	Member Secretary	
3.	Dr. R Umamaheswari	HoD – ECM	Member	
4.	Mr. M. Padmakar	HOD-CE	Member	
5.	Ajay Karakata	Student	President	
6.	Greeshma Saipriya Lekkala	Student	Vice President	
7.	K Nikhil	Student	Secretary	
8.	Bhadra Wilson	Student	Secretary	
9.	Geddam Vasudev	Student	Joint Secretary	
10.	Pedireddla Sai Hemanth	Student	Joint Secretary	
11.	Mantri Sai Haritha	Student	Joint Secretary	
12.	Boddeda Sushanth	Student	Joint Secretary	
13.	Dammu Balaram Satish	Student	Joint Secretary	
14.	Nekkala Trinadh	Student	Joint Secretary	
15.	Dantam Naga Laya	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,
Principal Office
All Deans
All the HoDs



Principal

PRINCIPAL
VIGNAN'S INSTITUTE OF
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Beside: VSEZ, Duvvada, Visakhapatnam



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Ref: No. VIIT/SA/CIR/2021/08/17

Date: 17-08-2021

CIRCULAR

The Student Activity Council members are informed to assemble in the principal's office at 10:00 AM on 18-08-2021 to discuss record notes on various student activities received from the students and faculties.

Agenda:

1. Appreciation of the New SAC General Body.
2. Discussion on VISTA 2K21.
3. Discussion on Medical Insurance benefits and awareness among the students
4. Discussion on extension of girl's hostel facilities



Copy to:

1. Dr. B. Arundhati, Principal
2. Dr. K. Madhusudhana Rao, Dean Admissions & Student Affairs
3. Mrs. R. Umamaheswari, HOD-ECM
4. Mr. M. Padmakar, HOD-CE


Principal

PRINCIPAL
VIGNAN'S INSTITUTE OF
Information Technology (A)
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Ref: No. VIIT/SA/MoM/2021/08/18

Date: 18-08-2021

MINUTES OF THE STUDENT ACTIVITY COUNCIL MEETING

The record notes of discussions in the SAC - VIIT was held on 18th August, 2021, Wednesday at 10-00AM, under the chairperson of Dr. B. Arundhati, Principal, VIIT.

Venue: Principal Office, VIIT(A).

Agenda:

1. Appreciation of the New SAC General Body.
2. Discussion on VISTA 2K21.
3. Discussion on Medical Insurance benefits and awareness among the students
4. Discussion on extension of girl's hostel facilities

Members Present:

S.No.	Name of the Person	Designation	Role	Signature
1.	Dr. B Arundhati	Principal	Chairperson	
2.	Dr. K. Madhusudhana Rao	Dean Admissions & Student Affairs	Member Secretary	
3.	Mrs. R. Umamaheswari	HoD – ECM	Member	
4.	Mr. M. Padmakar	HOD-CE	Member	
5.	Dalli Teja Reddy	Student	Member	
6.	Telu Siva Prasad	Student	Member	
7.	Sangani Sateesh Shankar	Student	Member	
8.	Penumathsa Anjali Priya	Student	Member	
9.	Ravula Sriinivasa Rao	Student	Member	
10.	Thentu Prudvi	Student	Member	

Action Taken Report for the meeting held on 4th March, 2021:

- ✓ Extended the timings of library and sports hours, extra bus also provided based on the requirement
- ✓ Made clubs to be more active and conducted more number of events
- ✓ Elections were conducted and New SAC general body was formed.



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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 the New SAC General Body

- The committee has congratulated the new SAC general body and appreciated efforts of the SAC for their active role in development of the Institute.

Item No. 2: Discussion on VISTA 2K21.

- Dean R&D were asked to conduct **VISTA 2K21** on 14th and 15th Sept' 2021 and requested to give full freedom to students for organizing the function

Item No. 3: Discussion on Medical Insurance benefits and awareness among the students

- It was observed that many pupils were suffered during COVID; hence NSS team was asked to create awareness among the students regarding medical insurance benefits and facilities given by the college in this aspect.

Item No. 4: Discussion on extension of girl's hostel facilities

After COVID there is more demand for girl's hostel, hence committee has decided to request management to build more rooms in girl's hostel.

The meeting ended with thanks to the chair.


Member Secretary


Chairperson



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Ref: No. VIIT/SA/CIR/2022/03/04

Date: 04-03-2022

CIRCULAR

The Student Activity Council members are informed to assemble in the principal office at 10:00 AM on 05-03-2022 to discuss record notes on various student activities received from the students and faculties.

Agenda:

1. Appreciation of efforts of SAC students
2. Discussion on utility of extended timings
3. Discussion on expansion of cafeteria facilities



Copyto:

1. Dr.B.Arundhati,Principal
2. Dr. K. Madhusudhana Rao, Dean Admissions & Student Affairs
3. Dr. R. Umamaheswari, HOD-ECM
4. Mr. M. Padmakar, HOD-CE


Principal
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Ref: No. VIIT/SA/MoM/2022/03/05

Date: 05-03-2022

MINUTES OF THE STUDENT ACTIVITY COUNCIL MEETING

The record notes of discussions in the SAC - VIIT was held on 5th March, 2022 at 10-00AM, Saturday under the chairperson of Dr. B. Arundhati, Principal, and VIIT.

Venue: Principal Office, VIIT (A).

Agenda:

- Appreciation of efforts of SAC students
- Discussion on usage of extended timings
- Discussion on expansion of cafeteria facilities

Members Present:

S.No.	Name of the Person	Designation	Role	Signature
1.	Dr. B Arundhati	Principal	Chairperson	
2.	Dr. K. Madhusudhana Rao	Dean Admissions & 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 Saipriya Lekkala	Student	Member	
7.	K Nikhil	Student	Member	
8.	Bhadra Wilson	Student	Member	
9.	Geddam Vasudev	Student	Member	
10.	Pedireddla Sai Hemanth	Student	Member	

Action Taken Report for the meeting held on 18th August, 2021:

- ✓ Student members have expressed their satisfaction for providing everyday two periods for their co and extracurricular activities.
- ✓ Students given a freedom to organize VISTA2K21 and they successfully completed with more involvement and participation of students
- ✓ NSS team was conducted awareness sessions to the students regarding medical insurance benefits and Admin persons also explained the benefits provided by the Institute for students
- ✓ Budget was submitted by Dean admin for extension of girl's hostel facilitates and in next academic year they agreed to increase 30% of the accommodation



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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 last six months in various co and extracurricular activities

- **Item No. 2: Discussion on utility of extended timings**

After COVID it was found that the number of events conducted during the current academic year was considerably good. But for improving health of the students, committee suggested that class work will be completed by 3.00 PM every day and Dean Academics was asked to prepare a complete reschedule from 3.00 PM to 4.45 PM student has to participate in either co-curricular and extracurricular activities.

- **Item No. 3: Discussion on expansion of cafeteria facilities**

Committee requested the dean admin to prepare a budget proposal to enhance cafeteria facilities Because of single shift and increase of intake, the present facilities are required to enhance

- The meeting ended with thanks to the chair.


Member Secretary




Chairperson
PRINCIPAL
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