



**Sai Spurthi
Institute Of Technology**
[Approved By AICTE, Affiliated to JNTU, Hyderabad, Certified by]

B. Gangaram , Sathupally , Khammam Dt -507303-TS

CAC
Minute of Meeting
Academic Year 2019 -2020



Ref: SSIT/CIR/CAC/01/2019-20

Date: 01.07.2019

CIRCULAR

It is decided to conduct College Academic Committee meeting on 05th July, 2019 in the conference hall at 03:00 P.M

A handwritten signature in black ink, appearing to read 'Chairperson' above 'PRINCIPAL'.

Chairperson
PRINCIPAL
SAI SPURTHI INSTITUTE OF TECHNOLOGY
B. GANGARAM, SATHUPALLY (M)
PIN: 507 303, Khammam Dist. T.S.

Copy to: 1. Principal
2. All the College Academic committee Members.



Sai Spurthi Institute Of Technology

(Approved By AICTE, Affiliated to JNTU, Hyderabad)

Minutes of Meeting held on 05th July, 2019 in conference hall at 03.00 P.M.

Agenda:

- ❖ Welcome note by Chairperson and Confirmation of last CAC meeting held on 04.04.2019.
- ❖ Assessment of all academic activities during last academic year (2018-19).
- ❖ Review of the Academic calendar (2019-20).
- ❖ Nptel and MOOC'S
- ❖ Admissions, Scholar ships to merit students, Orientation programs.
- ❖ Digital class rooms.
- ❖ Any other discussion

Minutes of meeting (05th July, 2019):

1. The meeting started with a welcome note by Principal –Chairperson Dr. CH.VIJAYA KUMAR.
2. Minutes of meeting of last meeting were approved by all the members in the committee.
3. The CAC approved and reviewed the academic calendar of 2019 - 2020.
4. The chairperson congratulated CAC members and all HOD'S for getting IV B.Tech results first Place in the Khammam district under JNTUH affiliated colleges exams held in April/May 2018.
5. The CAC committee made a resolution for the faculty members to do Nptel courses and MOOC'S to the students of final year B.Tech.
6. The committee decided to give scholar ships to the students based on their performance in the studies and results obtained.
7. CAC approved to organize the orientation programs for the first year students.
8. The CAC approved one digital class room for each department.
- 9 .The meeting ended with the note of thanks from the coordinator.


Chairperson

PRINCIPAL

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College Academic Committee

5.7.19

S No.	Name of the Member	Position	Signature
1.	Dr. Ch. Vijaya Kumar	Chairman & Principal	
2.	Mr. D. Prabhakar Reddy	Management Member	
3.	Dr. K. Bhaskar Mutyalu	HOD - MECH	
4.	Mr. K. Ramakrishna Prasad	HOD - EEE	
5.	Mr. P. Sekhar Babu	HOD - ECE	
6.	Mr. Sk. Yacob	HOD - CSE	
7.	Dr. Sk. Meera Saheb	HOD - H&S	
8.	Dr. D. N. V. Krishna Reddy	HOD - MBA	
9.	Mr. G. Upendra	Librarian	
10.	Prof. K. V. Jawahar	NAAC Coordinator	
11.	Mr. T. Veeranna	IQAC Coordinator	

**PRINCIPAL
PRINCIPAL**

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Ref: SSIT/CIR/CAC/02/2019-20

Date: 19.10.2019

CIRCULAR

College Academic Committee Members and all HODs are informed to attend the CAC meeting to be held on 23rd October, 2019 in conference hall at 03:30 P.M

A handwritten signature in black ink, appearing to read 'Gangaram'.

Chairperson

PRINCIPAL

SAI SPURTHI INSTITUTE OF TECHNOLOGY

B. GANGARAM, SATHUPALLY (M)

PIN : 507 303, Khammam Dist. T.S.

Copy to: 1. Principal
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Minutes of Meeting held on 23rd October, 2019 in conference hall at 03.30 A.M.

Agenda:

- ❖ Welcome note by Chairperson and Confirmation of last CAC meeting held on 05.07.2019.
- ❖ Syllabus completion status.
- ❖ Internal Mid exams & External exams.
- ❖ FDP Programs, conferences and workshops.
- ❖ Guest Lectures.
- ❖ Any other discussion

Minutes of meeting (23rd October, 2019):

1. The meeting started with a welcome note by Principal –Chairperson Dr. CH.VIJAYA KUMAR.
2. All the members approved the minutes of last meeting.
3. CAC verified the status of completion of syllabus and suggested to conduct guest lectures also to the students
4. The CAC discussed about external examiners for conducting university laboratory examinations.
5. The CAC suggested to council the faculty members for doing research and publishing papers in conferences and in journals
6. Committee resolved to continue the financial support for staff to participate in Faculty Development Programs, Workshops, Conferences, Journals and Seminars etc.
7. All the members of the committee decided to conduct Technical symposiums in all departments.
8. The chairperson congratulated all the members for standing district first among JNTUH affiliated colleges in B.Tech II and III year results examinations held in April/May 2018.
9. The meeting ended with the note of thanks from the coordinator.

Chairperson

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College Academic Committee

23.10.19

S No.	Name of the Member	Position	Signature
1.	Dr. Ch. Vijaya Kumar	Chairman & Principal	
2.	Mr. D. Prabhakar Reddy	Management Member	
3.	Dr. K. Bhaskar Mutyalu	HOD - MECH	
4.	Mr. K. Ramakrishna Prasad	HOD - EEE	
5.	Mr. P. Sekhar Babu	HOD - ECE	
6.	Mr. Sk. Yakob	HOD - CSE	
7.	Dr. Sk. Meera Saheb	HOD - H&S	
8.	Dr. D. N. V. Krishna Reddy	HOD - MBA	
9.	Mr. G. Upendra	Librarian	
10.	Prof. K.V. Jawahar	NAAC Coordinator	
11.	Mr. T. Veeranna	IQAC Coordinator	

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Ref: SSIT/CIR/CAC/03/2019-20

Date: 04.01.2020

CIRCULAR

College Academic Committee Members and all HODs are informed to attend the CAC to be held on 7th Jan 2020 in conference hall at 10:30 A.M

A handwritten signature in black ink, appearing to read "Chairperson".

Chairperson

PRINCIPAL

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Copy to: 1. Principal
 2 All the College Academic committee Members



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Minutes of Meeting held on 7th Jan, 2020 in conference hall at 10.30 A.M.

Agenda:

- ❖ Welcome note by Chairperson and Confirmation of last CAC meeting held on 23.10.2019.
- ❖ Project works, Symposiums.
- ❖ International Conference.
- ❖ Placements.
- ❖ New branch B.Tech - Artificial Intelligence for the next academic year.
- ❖ Sports festival.
- ❖ Any other discussion

CAC minutes of meeting (7th Jan, 2020):

1. The meeting started with a welcome note by Principal –Chairperson Dr. CH.VIJAYA KUMAR.
2. All the members in the committee approved the minutes of last meeting.
3. The CAC committee discussed about B.Tech project works of the students and decided to have MOU with the companies.
4. All the members of the committee discussed about ongoing Technical seminars organizing in the month of jan 2020.
5. The committee advised Placement coordinator regarding placements to the students.
6. The CAC committee decided to go for additional branch of Artificial Intelligence for the next Academic year based on the requirement of the subject across the globe.
7. All the members accepted to organize sports festival in the college level.
8. The meeting ended with the note of thanks from the coordinator.

A handwritten signature in black ink, appearing to read 'Chairperson'.

Chairperson
PRINCIPAL

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College Academic Committee

07.01.20

S No.	Name of the Member	Position	Signature
1.	Dr. Ch. Vijaya Kumar	Chairman & Principal	
2.	Mr. D. Prabhakar Reddy	Management Member	
3.	Dr. K. Bhaskar Mutyalu	HOD - MECH	
4.	Mr. K. Ramakrishna Prasad	HOD - EEE	
5.	Mr. P. Sekhar Babu	HOD - ECE	
6.	Mr. Sk. Yakob	HOD - CSE	
7.	Dr. Sk. Meera Saheb	HOD - H&S	
8.	Dr. D. N. V. Krishna Reddy	HOD - MBA	
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Ref: SSIT/CIR/CAC/04/2019-20

Date: 09.04.2020

CIRCULAR

College Academic Committee Members and all HODs are informed to attend the CAC to be held on 15th April 2020 in Zoom meeting at 03:00 P.M

Chairperson
PRINCIPAL

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Minutes of Meeting held on 15th April 2020 in conference hall at 03:00 P.M.

Agenda:

- ❖ Welcome note by Chairperson and Confirmation of last CAC meeting held on 7th Jan2020.
- ❖ Covid -19 Precautions.
- ❖ On – line Classes during Lock – down period.
- ❖ Organizing Webinars by the departments.
- ❖ On – Line Courses and On – Line FDP workshops
- ❖ Any other discussion.

CAC minutes of meeting (15th April 2020):

- The meeting started with a welcome note by Principal –Chairperson Dr. CH.VIJAYA KUMAR, Principal.
- All the members approved the minutes of last meeting.
- The chairperson instructed all the members of the committee and HOD'S about precautions and necessary preventive measuring steps to be taken during covid – 19.
- CAC planned to conduct On – Line classes to the students for completion of syllabus and project works during lock down period due to covid -19.
- All the members of the committee decided to organize On - Line webinars and On- Line FDP Workshops in all the departments.
- The CAC committee clear – cut for all the faculty members to undergo on – Line webinars, On – Line FDP workshops and On – Line Courses.
- The committee members felt very happy and appreciated the students securing winners team in Volley ball and badminton doubles team runner-up badminton women singles participated in the JNTUH Zone – B Inter collegiate tournament.
- CAC discussed about conducting External Project examinations on line.
- The meeting ended with the note of thanks from the coordinator.



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College Academic Committee

15.04.20

S No.	Name of the Member	Position	Signature
1.	Dr. Ch. Vijaya Kumar	Chairman & Principal	
2.	Mr. D. Prabhakar Reddy	Management Member	
3.	Dr. K. Bhaskar Mutyala	HOD - MECH	
4.	Mr. K. Ramakrishna Prasad	HOD - EEE	
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