



SREENIVASA INSTITUTE OF TECHNOLOGY AND MANAGEMENT STUDIES
(AUTONOMOUS)

(Approved by AICTE, New Delhi & Affiliated to JNTU Anantapur)
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MINUTES OF ELEVENTH MEETING OF THE GOVERNING BODY HELD ON
08 NOVEMBER, 2023

The Eleventh Meeting of the Governing Body was held at 11.00AM on 08 November 2023 (Wednesday) in the Conference Room, Audikesavulu Block.

The following Members were Present:

S.No.	MEMBERS	PORTFOLIO	DESIGNATION
1	Sri.K.Ranganatham	Chairman (Management)	Chairman, SITAMS
2	Ms.D.A.Thejeswari	Member (Management)	Trustee, Srinivasa Trust
3	Sri.D.K.Badri Narayana	Member (Management)	Secretary, SITAMS Industrialist & Philanthropist
4	Dr.B.S.Madhukar	Member (UGC Nominee)	Assessment Committee of Yoga Certification Board (YCB), Bengaluru.
5	Prof P.R.Bhanu Murthy	Member (University Nominee)	Professor of Civil Engg., & Director, Faculty Development, JNTU College of Engineering, Ananthapuramu
6	Sri A. Nirmal Kumar Priya	Member (State Govt. Nominee)	Regional Joint Director of Technical Education, Tirupati.
7	Dr.K.L.Narayana	Member (Educationist)	Former Principal, Sri Venkateswara University, Tirupathi
8	Dr.S.Rajesh	Member (Faculty)	Professor & COE Sreenivasa Institute of Technology and Management Studies, Chittoor
9	Dr.M.Saravanan	Member (Faculty)	Professor & Dean Academics, Sreenivasa Institute of Technology and Management Studies, Chittoor
10	Dr.N.Venkatachalapathi	Member Secretary (Ex-officio)	Principal, Sreenivasa Institute of Technology and Management Studies, Chittoor

Sri K. Ranganadham, Chairman, Sreenivasa Institute of Technology and Management Studies (SITAMS) and Chairman, Governing Body chaired the meeting and extended a warm welcome to the Members attended. The Chairman requested the Member Secretary to present all the developments since last Governing Body meeting to the members.

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Mrs.D.A.Kalpaja, Managing Trustee, Srinivasa Trust & Mr.D.A.Srinivas, Trustee, Srinivasa Trust could not attend the meeting due to Busy Schedule. The members of the Governing Body discussed the agenda, item wise and resolved.

1. Introduction of new Governing Body members to induct in this meeting.

Chairman introduced the following new member to the governing body.

S.No.	Details of the Member	Position
1.	Sri A. Nirmal Kumar Priya Regional Joint Director of Technical Education, Tirupati State Government Nominee	Member

2. Action taken report on the minutes of the Governing Body meeting held on 27.12.2022.

1. Conducted remedial classes for I, II-, III- & IV-year students based on the performance in Mid Exams.
2. Approval of increase in intake of the following course is received and implemented for the academic year 2023-24

S.No	Name of the Department	Intake for 2022-23	Revised Intake for 2023-24
1	CSE (Artificial Intelligence)	90	120

3. Received feedback from the relieved faculty members and found the following reasons for their resignations.
 1. Majority of faculty member relieved for doing Fulltime Ph.D.
 2. Professional Betterment.
4. Increased salaries of CSE and allied faculty members for Faculty Retention rate.
5. More number of Co-Curricular and Extra-Curricular activities conducted during the academic year 2022-23 and also planned for the academic year 2023-24.
6. a) Application submitted for NBA accreditation for the departments EEE, MBA & MCA. Application for MCA was withdrawn due to NBA Portal issue.
b) Process of submission of application for NAAC accreditation started.
7. Skill Oriented Courses were introduced in the curriculum and implemented in the academic year 2022-23.
Dr.B.S.Madhukar enquired regarding Skill oriented courses and informed to verify some standard institutions offering the courses like Delhi University etc. The Member Secretary explained the procedure of the Skill oriented courses introduced in the regulation and the evaluation process of courses.
8. Events in collaboration with industry and institute were conducted in all the departments

Resolution: The Governing body Members noted the action taken report on minutes of the last meeting of Governing Body.

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3. Report on academic and other activities in the college since the last meeting of the Governing Body.

The member Secretary explained the members about the various academic activities conducted in the institute from December 2022 to October 2023.

- Seminars and workshops organized for students.
- Students and faculty presented papers in National/ International conferences and Seminars in other institutions.
- Faculty members attended FDP, Seminars / Workshops and Refresher courses.
- Publication of Research articles in peer reviewed journals by the faculty.
- Students attended Seminars / Symposiums / Workshops, etc.
- Sports and Games activities organized in the campus.

Dr.B.S.Madhukar enquired about the Seminars of students and the feedback collected from the students. He also suggested that as the institution is progressing towards NAAC, two or three departments may combine and conduct the Programs. Member secretary explained the MoU's obtained from industry and institutions.

The members appreciated the academic activities conducted since the last meeting of Governing Body.

4. Examination Results for the academic year 2022-23.

The Member Secretary explained the end exam results of B.Tech, MBA, MCA and M.Tech for the academic year 2022-23 (I & II semester).

The Governing body members noted the details.

5. Report on Admissions for the academic year 2023-24.

Member secretary explained admission status of SITAMS for the academic year 2023-24. The demand for departments Civil, Mechanical and EEE reduced drastically and increase in for CSE and Allied branches, such as (Artificial Intelligence and Machine learning, Artificial Intelligence & Data Science). Also explained the issues related to admission process and strategies for improvement of admission for the forth coming academic year.

Prof P.R.Bhanu Murthy suggested to fill the seats completely in the forth coming year in CSE and allied branches like AIML, AI and Data science admissions before applying for any new/enhancement of seats in allied branches in Computer Science Engineering .

Dr.B.S.Madhukar suggested to have a Brain storming session to know the reason for reduced admissions and advised to take necessary steps at the earliest as admissions is a long term issue which affects the Accreditations.

Resolution: The Governing body noted the suggestions for the betterment of Admissions and advised to start the Process.

6. Ratification of recommendations of the Academic Council meeting held on 07.10.2023.

Minutes of meeting of the Academic Council meeting held on 07.10.2023.

- Approved the academic calendar for I, II, III & IV B.Tech, M.Tech, MBA and MCA for the academic year 2023-24.

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- Approved the minutes of meeting of Sub-Committee of Academic Council held on 12.08.2023.
- Approved the BOS panel proposed for external subject expert for B.Tech Civil, EEE, Mechanical, ECE, CSE, CSE (AIML), MBA, MCA, Physics, Chemistry, Mathematics and English from the academic year 2023-24 onwards for three years.
- Approved the minutes of BOS meetings of all UG departments for implementation of R23 regulation and course structure of I BTech and other academic courses.
- Approved the activity planner for the academic year 2023-24.

Resolution: Governing body ratified the recommendations of Academic Council meeting.

7. Recommendations on New Members for Various Statutory Bodies in SITAMS.

Member secretary presented the proposed Finance committee for the academic year 2023-24 onwards.

S.No.	Members	Designation	Status
1.	Dr.N.Venkatachalapathi	Principal	Chairman
2.	Mr.Dwarakanath	Chief Financial Officer	Member
3.	Mr.M.Dasaradh	Financial Officer	Member
4.	Dr K. Sudharsan	Senior Faculty	Member
5.	Mr.P.G.Venkateswara Rao	Accountant	Member
6.	Mr.K. Chamundeswari	Accountant	Member

Resolution: Governing body members noted and approved.

8. a. Staff appointments made since the last meeting of the Governing Body.

30 new appointments made since the last meeting of the Governing Body which includes 24 Assistant Professors, 5 Associate Professors and 1 Professor.

Dr.B.S.Madhukar suggested to conduct online classes for CSE related branches as the UGC is offering the online programs which are very much essential for students.

Resolution: Members ratified the new appointments made since the last meeting of Governing Body.

b. Staff who left the institution since the last meeting of the Governing Body.

19 faculty members relieved from our institute since the last meeting of Governing Body, which includes 13 Assistant Professors, 3 Associate Professors and 3 Professors.

Dr.B.S.Madhukar suggested to do exiting meeting and record it when the staff are relieving, so that we can know about the strengths and weakness of institution. Informed to have a bond during the recruitment and suggested to give increments for long standing faculty to encourage the Faculty Retention rate.

Resolution: Members noted, the list of faculty members who left the institute since last meeting of Governing Body and Suggested to carry Exit Meeting hereafter.

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9. Report about the important communications, policy decisions received from Government, AICTE etc.

The member Secretary detailed the communications received:

AICTE

- Received Extension of Approval letter for existing course and also increase in intake for the course B. Tech CSE(AI) from 90 to 120 for the academic year 2023-24.
- Awaiting opening of application for EOA for the academic year 2024-25.

JNTUA

- Inspection of Fact Finding Committee for JNTUA Affiliation, is completed for the academic year 2023-2024.
- As per the communications received from JNTUA, our Institution had conducted Microsoft Up Skills Programme successfully.
- The JNTUA conducted a meeting with honorable Vice Chancellor regarding B. Tech R23 Academic Regulation and Syllabi on 30-08-2023 at Ananthapuramu and the same is implemented.

Query: Dr.B.S.Madhukar, UGC Nominee enquired about the R23 syllabus. Chairman & Dean academics informed that the Ist year syllabus is prepared inline with the JNTUA, the remaining II, III & IV year syllabus need to be prepared. Prof.P.R.Bhanumurthy, University Nominee explained that 20% of the syllabus can be modified if required based on the practicals.

Resolution: The Governing body members noted and approved.

10. Important points placed before the governing body for ratification and approval

1. Starting new courses and increase in intake for the academic year 2024-25.
- **Increase in intake for the academic year 2024-25.**

Changes proposed in the intake for the academic year 2024-25			
S.No.	Course	2023-24	2024-25
1	B.Tech CSE (Artificial Intelligence and Machine Learning)	120	180
2	B.Tech CSE (Artificial Intelligence)	120	180
3	B.Tech CSE (Data Science)	120	180
4	M.Tech(Computer Science Engineering)	9	18

- **New Courses proposed for the academic year 2024-25**

New Courses proposed for the academic year 2024-25		
S.No.	Course	Intake
1	B.Tech CSE (Cyber Security)	60

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2	B.Tech (Computer Science and Information Technology)	60
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2. Starting of 2nd shift (3:00PM to 7:00PM) diploma in various courses for the academic year 2024-25.
3. Submission of Application for Autonomous Extension by December 2023.
4. Awards for Faculty and Students
5. Long service recognition award for Employees.

Prof.P.R.Bhanu murthy, University Nominee suggested that while asking for Increase in intake as well as starting of new courses, ensure faculty - student ratio.

Resolution: The Governing body members noted and informed to follow the suggestions. The board accorded permission to recruit faculty as per the 1:15 Faculty Student ratio.

11. BUDGET PROPOSAL FOR THE ACADEMIC YEAR 2023-24 AND FINANCIAL INFORMATION

Member secretary explained the budget proposals for the academic year 2023-24 (Annexure-1), the Audit statement for the financial year 2022-2023 and Income and Expenditure statement for the year 2022-2023.

Prof.P.R.Bhanumurthy, University Nominee enquired whether the budget is collected from all the departments of the institution based on the requirements. Member secretary, explained the requirements were received from various departments.

Resolution: The Governing body after thorough discussion approved the budget for the academic year 2023-24.

12. RATIFICATION OF RECOMMENDATIONS OF SUB-COMMITTEE MEETINGS OF GOVERNING BODY

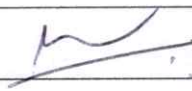

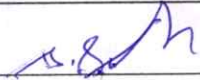


- i. Recommendation of promotions for MBA faculty.
- ii. Recommendation of the enhancement of salary for CSE and allied branch Faculty.
- iii. Fixation of fee structure under Admission, Management and Convener quota for the Academic Year 2023-24.
- iv. Fixation of fee structure for ECET Spot admission for the Academic Year 2023-24.
- v. Faculty selections was conducted by JNTUA, Ananthapuram from 30-05-2023 to 31-05-2023.
- vi. Placement Details of the academic year 2023-24.

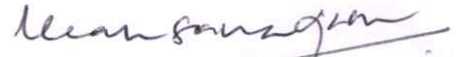
Prof.P.R.Bhanumurthy, University Nominee enquired the pay scale norms, policy implemented for the salary pay and Ceiling limit. Dean academics explained about the policy and increment of salary every year based on performance. Regarding Faculty selection Prof.P.R.Bhanumurthy enquired the ratification conducted as per the composition.

Dr.B.S.Madhukar, UGC Nominee enquired the ERP Software, Alumni contributions and informed to implement as it supports a lot for NAAC Purpose. Member secretary explained in detail about the Automation software.



The Eleventh meeting of the Governing Body concluded with a thank you note by the Member Secretary to all the members

S.No.	MEMBERS	PORTFOLIO	Signature
1	Sri.K.Ranganatham	Chairman (Management)	
2	Ms.D.A.Thejeswari	Member (Management)	online
3	Sri.D.K.Badri Narayana	Member (Management)	
4	Dr.B.S.Madhukar	Member (UGC Nominee)	online
5	Prof P.R.Bhanu Murthy	Member (University Nominee)	online
6	Sri A.Nirmal Kumar Priya	Member (State Govt. Nominee)	online
7	Dr.K.L.Narayana	Member (Educationist)	
8	Dr.S.Rajesh	Member (Faculty)	
9	Dr.M.Saravanan	Member (Faculty)	
10	Dr.N.Venkatachalapathi	Member Secretary (Ex-officio)	



Sri K. RANGANATHAM
Chairman, SITAMS & Governing Body