



SREENIVASA INSTITUTE OF TECHNOLOGY AND MANAGEMENT STUDIES
(AUTONOMOUS)

(Approved by AICTE, New Delhi & Affiliated to JNTU Anantapur)
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MINUTES OF GOVERNING BODY MEETING (2021-2022)

Meeting of the Governing Body held on 10.03.2022 at 11:00AM through online mode.

The following members were present

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|-----|--|------------------|
| 1. | Sri.K.Ranganadham
Chairman, Sreenivasa Trust | Chairman |
| 2. | Sri.D.K.Badri Narayana
Secretary, Sreenivasa Trust | Member |
| 3. | Mrs.D.A.Kalpaja
Trustee, Sreenivasa Trust | Member |
| 4. | Dr.B.S.Madhukar
UGC Nominee | Member |
| 5. | Prof.V.Venugopal Reddy
University Nominee | Member |
| 6. | Sri.K.Padma Rao
State Government Representative | Member |
| 7. | Dr.K.L.Narayana
Educationalist | Member |
| 8. | Dr.S.Rajesh
Professor & COE, SITAMS | Member |
| 9. | Dr.K.Gopi
Professor & ECE Head, SITAMS | Member |
| 10. | Dr.M.Saravanan
Principal (FAC), SITAMS | Member Secretary |

Mrs.D.A.Thejeswini, Trustee Sreenivasa Trust and Mr.D.A.Sreenivas, Trustee Sreenivasa Trust could not attend the meeting.

Honorable Chairman, Governing Body Sri.K.Ranganadham welcomed all the members for the meeting.

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

Principal introduced the following new members to the governing body.

S.No.	Details of the Members	Position
1	Dr.M.SARAVANAN Principal (FAC) & Dean Academics Professor, Department of ECE, SITAMS	Member Secretary
2	Dr.S.RAJESH Controller of Examinations Professor, Dept of Mechanical Engineering, SITAMS	Member
3	Dr.K.GOPI Head of the Department Professor, Department of ECE, SITAMS	Member

2. Action taken report on the minutes of the Governing Body meeting held on 12.03.2021.

Principal explained the members about the action taken report on the minutes of the Governing Body meeting held on 12.03.2021. In accordance with the resolution made,

- Implemented various reforms in Examination Process
- Intakes of various department were increase and decreased
- New courses were introduced in the last academic year.
- Conducted Board of Studies meeting for R20 implementation
- Conducted Academic Council meeting on 08.11.2021.

Members noted and accepted the action taken report on minutes of last meeting of Governing Body.

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

Principal explained the members about the various academic activities conducted in the institute.

- Seminars and Programmes conducted during the period (2021-2022)
- Presented papers in National/ International conferences and Seminars in other colleges
- Faculty members who attended FDP, seminars / workshops and Refreshment courses.
- Faculty members awarded PhD during March 2021 – March 2022
 - Mrs.D.A.Kalpaja madam enquired about incentives and mode of appreciation to those faculty members for their achievements and also informed to implement it immediately and also display their achievements in notice board and college website.

- Research articles publication in journals by the faculty members
- Students achievements in competitive / online exams
 - Prof.V.Venugopal Reddy, University Nominee, enquired about students participation in Coding Competition conducted by TCS and other MNCs and asked to highlight those details.
- Students attended seminars / symposiums / workshops, etc. And presented papers in other colleges
 - Dr.B.S.Madhukar, UGC Nominee, raised query about zero count of participation of students from CIVIL & EEE departments. Also suggested, Librarian should circulate the information about various activities happening in and around about all the specializations to the concern departments to reduce this communication gap and facilitate students to utilize the available opportunities.
- List of equipments /consumables purchased
 - Members expressed that the expenditure towards labs are very less and informed to improve it from the coming semesters.
- Placement details of students
 - Members appreciated the total number of placement count of 380 but at the same time commented that the average salary packages need to be improved.
- Number of patents filed and published

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

4. Examination Results for the academic year 2020-21.

Principal explained about the end exam results of B.Tech, MBA, MCA and M.Tech 2020-21 (I & II semester) also highlighted the reduction in the overall result of all the years of B.Tech (except IV-I) in comparison with previous academic year and explained the reasons listed below

1. Due to online mode of teaching
2. Especially on Subjects with need of Mathematics background got very less.
3. Distribution of failures in many subjects also the reason for reduction in overall performance.

Also explained about necessary steps taken to overcome those issue and prepare teaching learning process suitable for both online and offline mode of teaching.

5. Report on Admissions for the academic year 2021-22.

Principal Explained about admission status of SITAMS for the academic year 2021-22. The demand for departments CIVIL, Mechanical and EEE were reduced drastically and increase in demand for CSE related domains. Also explained about the issues related to admission process and strategies for improvement of admission for the forth coming academic year.

6. Starting of New courses, Increase in intake, Reduction in intake for the academic year 2022-23.

Principal explained about the available demands of various courses and proposed the changes required in the intake for the academic year 2022-23.

Changes proposed in the intake for the academic year 2022-23			
S.No.	Course	2021-22	2022-23
1	B.Tech - CSE (AIML)	120	180
2	B.Tech - CSE (AI)	60	120
3	B.Tech - CSE (DS)	60	120
4	B.Tech - Mechanical	90	30
5	B.Tech - EEE	60	30
6	B.Tech - Civil	30	30
7	M.Tech - Product Design	18	9

Prof.V.Venugopal Reddy, University Nominee, informed to increase the intake of MCA from 60 to 120 as there may be a chance of increase in demand for another few years.

The members of Governing Body accepted the proposed changes and approved to apply the same to get EoA from AICTE for the academic year 2022-23.

7. Ratification of recommendations of the Academic Council meeting held on 08.11.2021.

The Governing Body ratified the following recommendations of the Academic Council Meeting held on 08.11.2021.

- Approved the minutes of BOS meetings conducted in departments CIVIL, EEE, Mechanical, ECE, CSE, AIML, AI, DS and MCA.
- Approved the II year R20 syllabus and course structure of III & IV year of R20 regulation.
- Approved to implement Skill Oriented Courses and Skill Advanced Courses under R20 regulation.

- Approved the Academic calendars for ACY 2021-22 (I semester) and authorized Chairman Academic council to approve for II semester.
- Approved the minutes of internal academic committee meeting held on dt:- 23.08.2021.

8. Recommendations of new members for various Statuary Bodies in SITAMS

The Governing Body approved the following members for various statutory bodies in SITAMS.

Finance Committee:

S.No	Name and Designation	Position
1	Dr.P.Sudheer Professor, ECE	Coordinator
2	Dr. V. Maheswari Associate Professor & Head, EEE	Member
3	Dr. Arthi. M Associate Professor & Head, AIML	Member
4	Dr. H. Viswa Kiran Assistant Professor, MBA	Member

Internal Quality Assurance Cell:

S.No	Name and Designation	Position
1	Dr.S.Vijayakumar, Professor, ECE	Coordinator
2	Dr.U.Balakrishna, Professor, S&H	Senior Academic and Administrative Members
3	Mr. Ramesh R.Halakurki, Professor, EEE	
4	Mr.Sreeraman, HoD, CSE	
5	Dr.K.Prabhuchandran, Associate Professor, ECE	Members
6	Dr.P.Raja Rajeswari, Associate Professor, CSE	
7	Mr. J. Sheik Mohamed, Assistant Professor, MCA	
8	Mr. N. Sathish Kumar, Assistant Professor, Mechanical	
9	Dr. G. Sucharitha, Assistant Professor, S&H	
10	Mr. M. Vasudeva Naidu, Assistant Professor, Civil	
11	Mrs. S. Saritha, Assistant Professor, MBA	

Research and Development:

S.No	Name and Designation	Position
1	Dr. K. Vimalanathan, Professor, Mechanical	Coordinator
2	Dr.C.kavitha, Associate Professor, ECE	Member
3	Dr. T. Kesava Rao, Associate Professor, CSE	Member
4	Dr. R. Suresh, Associate Professor, EEE	Member
5	Mr. Anand Anil, Assistant Professor, CIVIL	Member
6	Dr. H. Viswa Kiran, Assistant Professor, MBA	Member
7	Dr. M. Kalpana Devi, Assistant Professor, MCA	Member
8	Mr.C. H. Amaulla, Assistant Professor, S&H	Member

9. Staff appointments made since the last meeting of the Governing Body.

40 new appointments made since the last meeting of the Governing Body which includes 33 Assistant Professors and 7 Associate Professors.

Members ratified the New appointments made since the last meeting of Governing Body.

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

32 faculty members relieved from our institute since the last meeting of Governing Body, which includes 19 Assistant Professors, 6 Associate Professors and 7 Professors.

Members ratified the reliefs of faculty members since the last meeting of Governing Body.

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

Principal explained about the following communications received,

AICTE

- Received Extension of Approval order, for existing courses, new courses applied and increase/Decrease of intake of existing courses for the academic year 2021-22.
- Awaiting for the opening of application for the EoA for the academic year 2022-23
- Received notification from AICTE to submit NOC from Fire department for our institute.

JNTUA

- Received University Affiliation order for the academic year 2021-22 (valid up to December 2022).
- Received information regarding payment of pending UCS (university common service) fee for the academic year 2019-20 & 2020-21 of Rs.17,33,900/- in 8 quarters within January 2022 to December 2023.

NBA

- Received notification from National Board of Accreditation (NBA) for submission of Compliance report along with fee of Rs.3,54,000/- for consider further Accreditation (renewal application) for the departments ECE, CSE & Mechanical on or before 30th June 2022.

Members noted, approved and authorized Principal to take necessary actions.

12. Important Points placed before the Governing Body for Ratification and Approval.

Principal explained the various important points for ratification and approvals,

Members noted and ratified the proposals.

- a. Introduced Honor and Minor Degree in B.Tech. with following specialized tracks
- Building Materials and Constructions
 - Energy Systems (EEE)
 - Industrial Robotics and Automation (Mech)
 - Internet of Things (ECE)
 - Cyber Security (CSE)
 - Artificial Intelligence and Data Science(AI/ML)

- b. Fixation of Examination fee for Honor and Minor Degree for B.Tech Programs

Proposed to fix fee for registration of exams for Honor and Minor degree.

Degree	Number of Subjects	Exam Fee
Honor Degree	4 subjects	Rs.3000 per subject
Minor Degree	4 subjects	Rs.3000 per subject

- c. Automation of Examination process

Planned to purchase automation software costs Rs.5,38,000/- from Smart Braineer Techno solutions, Kakinada, AP for implementation of automation of examination process.

1. Pre – Examination process
2. Post –Examination process
3. Choice Based Credit Systems

4. Question Bank Up gradation
5. Outcome Based Education
6. Digital Evaluation System

d. Class rooms and admin rooms for AIML, MCA and AI planned to shift to Mechanical Block due to increase in intake and non availability of class rooms in PG (CSE) block.

e. Fixation of Honorarium for Resource persons visiting our institute for various academic and administrative activities

S.No.	Resource Person / Member	Details	Proposed Honorarium
1	Guest / Expert Lecture	Minimum of 2 hr of Lecture (1 session)	Rs.5000/- + TA(actual)
2	Workshop	Minimum of 3 hr of Practice (1 session)	Rs.3000/- + TA(actual)
3	STTP / FDP	Minimum of 2 hr of Lecture (1 session)	Rs.5000/- + TA(actual)
4	Conferences	Session Chair	Rs.5000/- + TA(actual)
5	BOS Members	Per Meeting	Rs.10000/- + TA (actual)
6	AC Members	Per Meeting	Rs.10000/- + TA (actual)

f. Incentives to Faculty / Students involving in various academic and administrative activities

Particulars	Description	Proposed Incentives
Funded Research Projects	Funded Research Projects	50% of the overhead charges in the sanctioned amount (Max 1,00,000/-)
	Minor Projects (In-house) Under Seed Money Scheme	5000/- to 50000/-
Intellectual Property Rights	Patents	Filed – 5000 Awarded – 25000
International Journals (Faculty)	SCI Indexed (Free)	8000/-
	Scopus Indexed (Free)	6000/-
	UGC Care	1000/-
Conferences (Faculty)	International Conference	OD + Registration Fee
	National Conference	OD + Registration Fee

International Journals (Students)	SCI Indexed	Student - 2000/-
	Scopus Indexed	Faculty - 2000/-
	UGC Care	Student - 1000/- Faculty - 1000/-
Conferences / Symposium / Project Expo (Students)	Only Participation	Registration Fee
	Presentation of Paper and Best Prize	TA +Registration Fee
Invited Talk / Session Chair / FDPs	Invited Talk, Session Chair to Other Institutions	OD
	Sponsored FDPs, and Seminars to Other Institutions	OD + TA + Registration Fee
Book Publications	Book Publication related to Engineering and Technology with ISBN	10000/-
	Book Publication related to Other than Engineering and Technology with ISBN	5000/-
Award	Best Researcher Award	20000/-
	NPTEL Gold Certificate	5000/-
	NPTEL Certification	Registration Fee

13.Budget proposals for the academic year 2022-23

Principal explained the budget proposals for the academic year 2022-23. Members approved the proposed budget for 2022-23.

14.Ratification of recommendations of Sub-Committee meetings of Governing Body.

Member Governing Body ratified the recommendations of Sub-Committee meetings of Governing body held on following dates.

a. Sub-Committee held on Dt:-19.06.2021 & 22.07.2021 "Promotion order"

S.No	Name	Department	Present Designation	Promoted Designation
1	Dr.K.Gopi	ECE	Associate Professor	Professor
2	Dr.P.Sudheer	ECE	Associate Professor	Professor
3	Dr.S.Rajesh	Mechanical	Associate Professor	Professor
4	Dr.S.Vijaya kumar	ECE	Associate Professor	Professor

b. Sub-Committee held on Dt:- 15.09.2021 "Appointment of new members for various administrative positions"

S.No	Name & Designation	Administrative Position
1	Dr.M.Saravanan, Professor, ECE	Dean Academics
2	Dr.S.Rajesh, Professor, Mechanical	Controller of Examinations
3	Dr.K.Vimalanathan, Professor, Mechanical	Research and Development Coordinator
4	Dr.P.Sudheer, Professor, ECE	Chief Training and Placement Officer

c. Sub-Committee held on Dt:- 10.01.2022, "Revision of Examination fee and other remuneration particulars".

- Revised / New fee fixation for UG/PG special courses like, MOOC, MINOR & HONOR.
- Revised fee fixation for Examination Certificate particulars
- Revised remuneration for Practical Examinations
- Revised remuneration for Examination process

15.Suggestions from Honorable Members

The Honorable members of Governing Body made the following important suggestions,

- Improve consultancy activities in the institute
- Increase number of activities related to co-curricular and Extra- curricularrrr to keep the institute live.
- May initiate process for Provisional Accreditation by NAAC
- Copy of thesis of all the PhD holders must kept in the institute library for reference and to motivate students towards R&D activities.

Dr. M.SARAVANAN
PRINCIPAL (FAC), MEMBER SECRETARY