VARDHAMAN COLLEGE OF ENGINEERING, HYDERABAD
Autonomous institute, affiliated to JNTUH

MINUTES OF 20TH GOVERNING BODY MEETING HELD ON 14-03-2020

MEMBERS PRESENT:

▪ Dr. T. Vijender Reddy	Chairman
▪ Sri. T. Upender Reddy	Member
▪ Dr. K. Mallikharjuna Babu	Member
▪ Dr. K. Lakshmi Narayana	Member
▪ Sri. M. Balaji	Member
▪ Dr. E. Saibaba Reddy	Member
▪ Dr. J. V. R. Ravindra	Member
▪ Dr. S. Sai Satyanarayana Reddy	Member Secretary

LEAVE OF ABSENCE:

▪ Sri. M. Rajasekhar Reddy	Member
▪ Sri. E. Prabhakar Reddy	Member
▪ Sri. E. S. Chakravarthy	Member
▪ Smt. Madhvi Chandra	Member
▪ Dr. H. S. Jain	Member

Dr. T. Vijender Reddy, Chairman, Governing Body extended a cordial welcome to all the members & invitees and requested Dr. S. Sai Satyanarayana Reddy, the Principal & Members Secretary to present the agenda.

At the outset Member Secretary thanked the members for attending the emergency meeting and apprised that in order of comply with necessary approvals form AICTE, JNTUH & State Government this meeting was convened & cordially invited chairman and proceeded to the slated agenda.

Section 1: ITEMS FOR CONFIRMATION AND ACTION TAKEN REPORT

1.1 Confirmation of minutes of the 19th GB Meeting held on 02-11-2019

This item was proposed to be taken-up in the next Governing Body meeting.

1.2 To note the Action Taken on the Decisions / Resolutions of the 19th GB Meeting held on 02-11-2019

This item was proposed to be taken-up in the next Governing Body meeting.

2.1 CHANGES IN PROGRAMS TO BE OFFERED FOR THE AY 2020-2021

In connection to the approval of item no. 2.7.5 of 19th GB meeting held on 02-11-2019, based on AICTE APH 2020-2021 and JNTUH Order about introduction of new courses vide Procs. No A1/New B.Tech. Courses/2020 dated 28-02-2020, the Member Secretary explained the necessity of following changes in the courses to be offered by the institution for the academic year 2020-2021.

2.1.1 Introduction of new courses:

UG – B.Tech. in Computer Science and Engineering (Artificial Intelligence and Machine Learning) with an initial intake of 60

2.1.2 Increase in Intake:

UG – B.Tech. in Information Technology from existing intake of 120 to 180

2.1.3 Reduction in Intake:

2.1.3.1 UG – B.Tech. in Electrical and Electronics Engineering from existing intake of 120 to 60

2.1.3.2 UG – B.Tech. in Mechanical Engineering from existing intake of 120 to 60

2.1.4 Closure of Courses:

UG – M.Tech. in Embedded Systems from existing intake of 18 to 00

The Member Secretary apprised that the proposed changes do not alter the overall intake of UG courses i.e., 900 in the College.

After detailed discussions and deliberations, the GB approved the above changes as proposed. The GB directed the Member Secretary to initiate suitable action to obtain the necessary permissions and approvals from apex bodies namely JNTUH, State Government and AICTE.

2.2 INTERNSHIP POLICY

The Members Secretary presented the draft Internship Policy to the GB. The GB noted and approved the Internship Policy. The Internship Policy is shown at Annexure-I.

2.3 FACULTY TRAINING AND DEVELOPMENT POLICY

The Members Secretary presented draft Faculty Training and Development Policy to the GB. The GB noted and approved the same. The Faculty Training and Development Policy is shown at Annexure-II.

2.4 EXAMINATION REFORMS

The Members Secretary presented the draft **Examination Reforms** to the GB. The GB noted and approved the same. The Examination Reforms are shown at Annexure-III.

2.5 RE-CONSTITUTION OF VARIOUS COMMITTEES

The MS proposed to reconstitute / constituted of several committees listed as below following AICTE guidelines.

- A. **Anti-Ragging Committee**
- B. **Anti-Ragging Squad-I**
- C. **Anti-Ragging Squad-II**
- D. **Grievance and Redressal Committee**
- E. **Internal Complaints Committee**
- F. **SC/ST Committee**
- G. **IQAC**
- H. **RTI Committee**
- I. **Women Grievance and Redressal Committee**
- J. **Student Career Development Committee**

The GB noted and approved the same. The reconstituted / constituted committees are shown at Annexure-IV.

With no other points for discussion the meeting concluded with vote of thanks to the Chair.

Member Secretary

INTERNSHIP POLICY

1. Each student is normally required to undergo professional exposure beyond the classroom in an Industry / Research or Technical College / Research Lab for a period of at least 6 to 8 weeks, preferably 8 weeks for effective engagement.

2. Internship prescribed under curriculum will be done by each student with the approval of the College during the vacation period immediately after 4th or 6th semester.

3. The students who got their internship in the summer vacation after the 4th semester through College T&P Department, faculty/visiting faculty contacts will be evaluated. In the event, the performance of the student is found unsatisfactory, he/she will not be allowed to register for an Internship through the College during the 6th semester.

4. The internship would be evaluated by the concerned department based on the training report submitted by the student, presentation, and mentor's input immediately after the successful completion of the internship.

5. If the performance of the student, who opts internship after the 6th semester, is unsatisfactory, they would be allowed to undertake the Internship during the vacation after the 7th semester till satisfactorily completing their internship.

6. It is mandatory that all the students should get at least one internship evaluated.

Finding Internship

- Students can find Internships on their own or through Department of Training & Placement (T&P). The task of finding an internship via T&P for Industrial Internship is a collective effort by the students and the College T&P Department. The T&P will facilitate/guide and oversee the activities, and assist the students wherever needed.

Internship Registration

If the students are opting for Internship through College, then the recruitment process will generally consists of the following steps:

- All 2nd and 3rd-year students interested in getting an Internship through the College are required to apply to T&P showing their interest and seeing internship.

- Student's internship registration process: All interested students will be able to take part in further processes to get an Internship through the College. All other students will be treated as Not Interested /Off- Campus/Non-PC track (Placement Office). We encourage such students to inform their internship status to the T&P for records.

- After a company is enlisted and it is approved by the T&P, the company profiles will be made available to all the interested/eligible students via a circular, respective departmental placement coordinator, HOD and telegram group. Students must check the telegram group regularly to see if there are company profiles for which they are eligible to apply. If they are, then the student should participate in the selection drive for this profile.

- The company will be allotted dates for conducting Pre-Placement Talk (PPT)/Written Test/Online Test, with a request to confirm the same by a specified date.

- The company visits the campus on scheduled dates and conducts the Written/Online Test/GD/Interview as part of their intern selection procedure during the time frame assigned to them.

- Company is suggested to prepare a list of waitlisted students in order of their merit. In the event that a selected student drops out from the list of selected candidates, the waitlist will become operational, and the company will be informed of the same.

- Waitlisted students who have not received any offers may continue to participate in the Internship process.

- Once a student has been given an offer by a company, he/she will be de-registered from the Internship process irrespective of whether he/she accepts or declines the offer.

- A student who is interested for a company is required to go through all the subsequent steps required by the company for which he/she is eligible. Disengaging from the process in the middle without prior approval from the Department of Training & Placement will lead to the student being subjected to disciplinary actions (after a hearing).

- The students are expected to follow all deadlines. No requests for extension of deadlines will be entertained. However, special cases may be brought to the notice of the T&P for a final decision.

- The dates for interviews/tests will be decided by the T&P keeping in mind the best interests of a majority of the students and shall be duly notified to the concerned students at least 24 hours prior to the scheduled activity. No requests for change of dates will be entertained.

- Slots for interviews/GDs for each student will be decided by recruiting company. If a student requires a change in slot timings for a valid reason, then they should inform to T&P at the earliest. If the company declines to accept this change, then it is the responsibility of the student to be present for the GD/interview.

- Registered students should not contact companies directly without the prior knowledge or consent of the T&P office, until internship offers are made to particular students. This includes any form of verbal/written communications including telephonic, electronic or direct conversations.

- The Companies have been requested to inform the results to T&P for subsequent information to students. Companies have also been requested not to communicate with the students directly.

- If a student registered for the internship process, has been offered an Internship off-campus then he/she should immediately inform the Placement Office for deregistering from the list/database

- T&P strictly adheres to the notion of "One Student One Offer Norm per year".

- Dress Code to be followed during internship related activities/interviews- Students (girls and boys) must wear neat business attire with covered shoes.

- Students violating the dress code during the Internship activities will not be permitted to attend any further internship activities.

- If any student is offered an internship (in the second or third year of study) through T&P, it is mandatory for the student to accept/continue with the internship. If a student rejects/discontinues, then he/she will be de-registered from the list/database and would be ineligible from participating in further Placement process in the Final year. Exceptional cases that deserve reconsideration will be assessed separately (case by case) and the decision would be taken by T&P committee.

- In case a student is offered an academic internship by a university/corporate with which VCE has an agreement, it is mandatory for the students to accept such an offer and join. This is regardless of their previous offer from any other organization/ institution.

FACULTY TRAINING AND DEVELOPMENT POLICY

Vardhaman College of Engineering, Hyderabad strongly believes that high quality of education can be offered through highly, qualified, trained and experienced faculty members. Since inception, the College continuously stay focused on this quality parameter. The College also feels the continuous training is essential for it faculty to stay up-to-date and relevant for imparting the new pedagogical practices and technology training.

In order to achieve this goal, the college identified the following areas and initiated continuous programs for the faculty belonging to all the disciplines.

Permitting the faculty members to

1. Register for higher education for M. Tech., and PhD degree programmes
2. Present papers in the conferences and workshops of their discipline both in India and Abroad
3. Register for various training programmes for both Short Term and Long Teems within and outside the state
4. Register to NPTEL and other online certificate training Courses like TIOKT ofIITB and ICT-MNIT, Jaipur
5. Attend various in-house training programmes, conferences both national and international, seminars, workshops, short-term and long term programmes
6. In-house training programs on curriculum design, pedagogy and assessment patterns by distinguished academicians, and
7. Hands-on sessions by the Industry · personal at the College and faculty internship programs during the summer break.

The faculty were given full financial support in-terms of registration fees, TA & DA as applicable, training cost for experts in case of in-house training programmes. These facilities are applicable for all those faculty who have completed their probationary period of their service.

EXAMINATION REFORMS

The Journey of Examination Reforms at Vardhaman College of Engineering (VCE), Hyderabad began with the College became autonomous in the year 2011. The autonomous status was confirmed by University Grants Commission in 2014. A full-fledged examination center was established and started functioning with a full time Controller of Examination and adequate number of staff to dwell upon the confidential work. The examination center was established based on the UGC guidelines in the academic year 2011-12.

From the academic year 2011-12, while adhering to the JNTIJH guidelines, the College has made several changes in the curriculum, assessments and evaluation patterns. All the changes were brought in with careful study and analysis of several factors and stakeholder meetings/inputs and passed through various committees such as Departmental Academic Committees, Board of Studies, Academic Council and Governing Body. The first examination reform was moving away from single evaluation to double evaluation. Then, the best of two evaluations was taken as final one marks if the difference in marks is less than or equal to 14; otherwise the scripts were evaluated by third examiner and the marks given by the third evaluator were taken as the final marks.

The College started practicing Outcome-based Education (OBE) in the year 2015 (Teacher Centric to Student Centric) and this has brought in several changes in the Curriculum, Pedagogy and Assessment patterns. Following the AICTE guidelines, the College has implemented Choice Based Credit System (CBCS) from the academic year 2015-16 onwards.

From the academic year 2015-16, the College changed its evaluation pattern from the best of two evaluations, it was decided to take the average of the two evaluations as final marks, if the difference is less than or equal to 14, otherwise a third evaluation was made and the average of the tree evaluations was taken as final marks. Until the academic year 2015-16, the students were given an opportunity of personal verification of their answer scripts. But from academic year 2016-17, the revaluation system is introduced for better visibility and clarity in the process. Subsequently, all the evaluation patterns were based proper rubrics to measure various learning outcomes.

The number of credits for the UG programmes were reduced from 220 (2011) to 192 (2015) and to 160 (2018). This has enabled the College to introduce modified curriculum and effective assessment system. During the academic year 2019-20, the College has introduced a major academic reform of introducing integrated courses. The integrated course is assessed on two components viz., theory and practice, thus contributing to enhancement of students learning. Accordingly, a suitable assessment pattern was also introduced. The practice component was primarily in the hands of internal faculty and was assessed as a part the continuous internal evaluation (CIE). The quality of Question Papers being the key of examination reform, the College constituted department-wise Board of Examiners (BOE) from the academic year 2019-20. It may be noted that the CI   was conducted for 30 marks (average of two tests) leading to 60 marks and SEE was conducted for 70 marks and awarded was 30:70. This was corrected by conducting CIE and SEE for I 00 marks each and given a weightage of 30:70 for CIE ad SEE respectively. This not only helped in smooth conduction of examinations and but also properly inflicting the weightages for the CIE and SEE. Overall it was ensured that the standard of question papers for both internal and external examinations/evaluations were of good quality and student-centric.

The Examination processes at VCE were more or less standardized based on the OBE-Curriculum, OBE-TLP and QBE-Assessments. All the regulations are approved by the appropriate academic bodies/committees and published for the benefit of the stakeholders both in soft and hard copy formats. As one of management guru 'Peter Drucker' said that "if you can't measure it you can't improve it". Based on the results of the assessment, the learning outcomes from the courses were measured and mapped to the programme outcomes with a desired mapping strength at the end of each academic year. The attainment of POs of the outgoing batch were carefully studied year after year and compared and analyzed for the improvement in the Learning Outcomes. Based on the mapping strength and PO attainments, suitable modifications were made to improve the Learning Outcomes. The examination reforms focus on meeting the targets, setting new-targets and this process indicates continuous improvement in the overall learning of the students. The examination processes are being thoroughly monitored and frequently audited both by internal and external experts in order to ensure proper checks and balances for transparency.

A. Anti-Ragging Committee:

SNo	Name and Designation	Designation / Affiliation	Category
1.	Dr. S. Sai Satyanarayana Reddy	Principal, VCE	Chairman
2.	Sri. R. Venkatesh	Circle Inspector	Civil and Police Administration
3.	Sri. Soma Gopal	NTV	Local Media
4.	Ms. G. Pavani Suresh	SRCM Heartfulness Meditation Centre	Non-Government Organizations involved in youth activities
5.	Sri. Vivek Kulkarni	Assoc. Dean (CDC) & Assoc. Prof. of CS	Faculty member
6.	Sri. R. Phani Vidyadhar	Asst. Prof. of EC	Faculty member
7.	Sri. A. Seshappa	Asst. Prof. of ME	Faculty member
8.	Smt. V. Kavitha	Assoc. Prof of FE	Faculty member
9.	Sri. D. Manoj Reddy	Asst. Prof. of FE	Faculty member
10.	Mrs. R. Jeevan Reddy	Parent	I Year
11.	Sri. L Durga Reddy	Parent	Senior
12.	Mali Sujith Kumar Reddy	Student	I Year
13.	Medishetty Maniraju	Student	Senior
14.	Ms. P. K. Hemasri	Warden	Non-Teaching
15.	Mr. P. Rajeswarareddy	Warden	Non-Teaching

B. Anti-Ragging Squad-I :

SNo	Name and Designation	Designation	Category
1.	Sri. Md. Asif	Assoc. Dean (Student Affairs) & Assoc. Prof. of EE	Member
2.	Mr. S. Jagjivan Singh	Asst. Prof. of FE	Member
3.	Ms. Gandham Swetha	Asst. Prof. of CS	Member
4.	Dr. B. Chandrasekhar Rao	Assoc. Prof. of FE	Member
5.	Ms. E. R. Aruna	Asst. Prof. of IT	Member

C. Anti-Ragging Squad-II :

SNo	Name and Designation	Designation	Category
1.	Dr. G. A. E. Satish Kumar	HOD and Prof. of EC	Member
2.	Sri. CH. Ramakrishna	Asst. Prof. of EC	Member
3.	Dr. K. Jaiganesh	Prof. of EE	Member
4.	Ms. K. Haleema	Asst. Prof. of EE	Member
5.	Ms. P. Prasanna	Asst. Prof. of FE	Member

D. Grievance and Redressal Committee

SNo.	Name of Member	Designation / Affiliation	Category
1.	Dr. H. Venkateswara Reddy	COE & Professor of CS, VCE	Chairman
2.	Dr. A. RajaniKanth	HOD and Associate Professor of CS	Member
3.	Dr. V. Muni Sekhar	HOD and Associate Professor of IT	Member
4.	Dr. G. A. E. Satish Kumar	HOD and Professor of EC	Member
5.	Dr. N. Kiran Kumar	HOD and Professor of EE	Member
6.	Dr. P. Srinivasa Rao	HOD and Professor of ME	Member
7.	Dr. G. Mallikarjuna Rao	HOD and Associate Professor of CE	Member
8.	Ms. V. Kavitha	Associate Professor of FE	Member
9.	Ms. T. Jagadeeswari	Associate Professor of CS	Member

E. Internal Complaints Committee

SNo.	Name of Member	Designation / Affiliation	Category
1.	Dr. P. Sarah	Professor of FE, VCE	Chairperson
2.	Dr. P. Srinivas Rao	Professor & HOD of ME, VCE	Member, Faculty
3.	Ms. V. Kavitha	Professor of FE, VCE	Member, Faculty
4.	Sri. K. Venkatesh	Department of EC, VCE	Member, Non-Teaching Staff
5.	Ms. K. Vijitha	Department of IT, VCE	Member, Non-Teaching Staff
6.	Sri. R. Ramesh	Mathru Abhaya Foundation	Member, Non-Government Organization
7.	Ms. M. Priyanka	II Year B.Tech., IT	Member, Student
8.	Ms. T. Sreeja Reddy	II Year B.Tech., CS	Member, Student
9.	Mr. J. Om Sai Adarsh	II Year B.Tech., CS	Member, Student

F. SC/ST Committee

SNo.	Name of Member	Designation / Affiliation	Category
1.	Dr. D. Krishna	Associate Professor of EC, VCE	Chairman
2.	Sri. K. Kotaiah Swamy	Assistant Professor of CS, VCE	Member, Faculty
3.	Dr. M. Siddartha	Assistant Professor of FE, VCE	Member, Faculty
4.	Dr. Md. Imran Shareef	Associate Professor of EE, VCE	Member, Faculty
5.	Ms. V. Jyothi	Assistant Professor of EC, VCE	Member, Faculty (Women)

G. IQAC

SNo.	Name of Member	Designation / Affiliation	Category
1.	Dr. S. Sai Satyanarayna Reddy	Principal, VCE	Chairman
2.	Sri. E. Prabhakar Reddy	Treasurer, VES	Management representative

SNo.	Name of Member	Designation / Affiliation	Category
3.	Sri. N. Hanuman Reddy	Administrative Officer, VCE	Senior Administrative Officer
4.	Dr. J. V. R. Ravindra	Professor of ECE, VCE	Member
5.	Sri. Vivek Kulkarni	Associate Professor of CSE, VCE	Member
6.	Smt. A. Vijaya Lakshmi	Assistant Professor of EEE, VCE	Member
7.	Sri. G. Naveen Kumar	Assist ant Executive Engineer, Indian Engineering Services	Alumni
8.	Sai Prashanth	Ill - B. Tech.	Student – Member
9.	Sri. N. Venkatesh	Senior Vice President of Advanced Technologies , Redpine Signals	Member from Industry
10.	Sri. D. Srinivasa Rao	HR Manager, SBI	Parent – Member
11.	Ms. Madhavi Nimmagadda	Kanha Ashram	Member from Local body
12.	Sri. Santosh Kumar	Director, Nalsoft	Employer
13.	Sri. Y. Pandurangaiah	Associate Dean (Outreach) & Professor of ECE, VCE	Member
14.	Sri. Md. Asif	Associate Dean (Student Affairs) & Associate Profess of EEE, VCE	Member
15.	Dr. P. Nageswara Rao	Professor of ECE , VCE	IQAC Co-ordinator

H. RTI Committee

SNo.	Name of Member	Designation / Affiliation	Category
1.	Dr. S. Sai Satyanarayana Reddy	Principal, VCE	Chairman
2.	Dr. H. Venkateswara Reddy	COE & Professor of CS, VCE	Principal Information Officer
3.	Ms. E. R. Aruna	Assistant Professor of IT, VCE	Assistant Principal Information Officer

I. Women Grievance and Redressal Committee

SNo.	Name of Member	Designation / Affiliation	Category
1.	Dr. P. Sarah	Professor of FE, VCE	Chairperson
2.	Dr. P. Srinivas Rao	Professor & HOD of ME, VCE	Member, Faculty
3.	Ms. V. Kavitha	Professor of FE, VCE	Member, Faculty
4.	Smt. Madhvi Chandra	Gitanjali Group of Schools	Member, NGO
5.	Sri. T. Srikanth Reddy	Advocate, TS High Court	Member

J. Student Career Development Committee

SNo	Name of the Member	Designation / Affiliation	Category
1.	Dr. K. Mallikharjuna Babu	Director & CEO	Chairman
2.	Dr. S. Sai Satyanarayana Reddy	Principal	Member

SNo	Name of the Member	Designation / Affiliation	Category
3.	Sri. Vivek Kulkarni	Associate Dean (CDC) and Associate Professor of CS	Member
4.	Dr. A. RajaniKanth	HOD and Professor of CS	Member
5.	Dr. V. Muni Sekhar	HOD and Associate Professor of IT	Member
6.	Dr. G. A. E. Satish Kumar	HOD and Professor of EC	Member
7.	Dr. N. Kiran Kumar	HOD and Professor of EE	Member
8.	Dr. P. Srinivasa Rao	HOD and Professor of ME	Member
9.	Dr. G. Mallikarjuna Rao	HOD and Associate Professor of CE	Member
10.	Dr. V. Sreehari	HOD and Professor of MBA	Member
11.	Ms. Qudrat Bhatia	Associate Professor	Member
12.	Sri. Manish K. Srivastava	Dean (Corporate Relations) and Training & Placement Officer	Member Convener