



R K COLLEGE OF ENGINEERING

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Kethanakonda (V), Ibrahimpatnam (M), Vijayawada, AMARAVATI-521456.

Date:17/07/2023

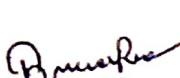
Circular

It is here by informed that there will be a meeting with all HODs on 20.07.2023 at 11:00 AM to finalize various academic and administrative committees and their responsibilities for the academic year 2023-24.


Principal

Copy to:

1. Office
2. HODs
3. All the department Notice Board


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Date: 20-07-2023

MINUTES OF THE MEETING HELD ON 18-07-2023

All faculty and students are hereby informed that the following committees are formed to involve in various activities of the college for improving the quality of education. The list of the committee and their responsibilities are described below. The Committee will continue its activity for the academic year 2023-24.

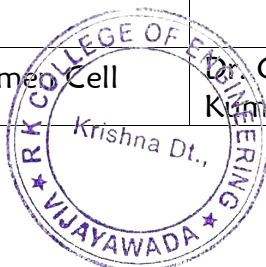
MINUTES OF MEETING:


1. The member in each committee is finalized.
2. The functionalities of the Committees is framed and distributed for effective implementation.
3. The Principal of the institute guide and encouraged all the staff and students to utilize the committees to develop governance of the institution.

ACADEMIC YEAR 2023-24 COMMITTEES LIST

S. NO	COMMITTEE NAME	CO-ORDINATOR NAME
01	Academic Committee	K Koteswara Rao
02	Internal Quality Assurance Cell	Dr.Harish.H
03	R&D Cell	Dr Manjunath BE
04	Industry Institute Interactive Cell	Dr. G. Narendra Santhosh Kumar
05	Alumni Activity Committee	S. K. John Sydha
06	Anti-Ragging Committee	Dr. I SAI RAM
07	Training, Placement Cell	Dr. G. Narendra Santosh Kumar


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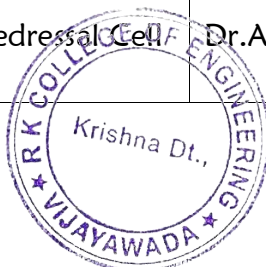
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S. NO	COMMITTEE NAME	CO-ORDINATOR NAME
08	ESC Cell	Dr. G. Narendra Santosh Kumar
09	Sports Committee	B Dharma Raju
10	Transport Cell	P. Narsimha Rao
11	Examination Cell Committee	V V G S Rajendra Prasad
12	DISCIPLINE COMMITTEE	V Sri Rama Murthy
13	Minority Cell	V Srirama Murthy
14	Women Grievance Cell	Dr.R.Sujatha Rani
15	SC-ST Cell	V.Sri Rama Murthy
16	OBC Cell	K. Koteswara Rao
17	NAAC Committee	K,Koteswara Rao
18	Student Innovation and Incubation Cell	Dr. Harish H
19	Ombudsman Cell	R.Ganga Bhavani (Lawyer)
20	Central Library And Information Cell	K. Anand sagar
21	Grievance & Redressal Cell	Dr.A.Hanumath Prasad


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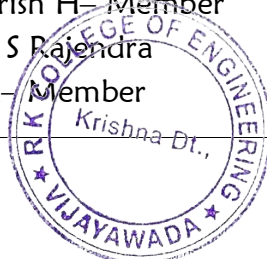
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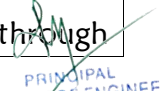
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S. NO	COMMITTEE NAME	CO-ORDINATOR NAME
22	Website Committee	Sk. Shanwaz Ahmad
23	Career Guidance Cell	Dr. G. Narendra Santhosh Kumar
24	Internal Complaints Cell	K. Koteswara Rao
25	Electoral Literacy Club	Dr.Y.N.Raju
26	Competency Development Cell	Dr.H.Harish

S. NO.	NAME OF THE COMMITTEE	COMPOSITION OF THE COMMITTEE	RESPONSIBILITIES OF THE COMMITTEE
1.	ACADEMIC COMMITTEE	Dr K Rama Krishnaiah – Chairman K Koteswara Rao – Coordinator Dr. A. Hanumath Prasad – Member Dr. N. Yuva Raju – Member Dr. G. Narendra – Member Santhosh Kumar – Member Dr. K. V. Rama Rao– Member Dr. R. Sujatha Rani– Member Dr. Sk. Khasim– Member Dr Manjunath BE– Member Dr Harish H– Member V V G S Rajendra Prasad– Member	<ul style="list-style-type: none">Provision of teaching requirements for successful completion of academic programs of the college and supervision of the same periodically facilitating examination controller to ensure arrangements for conducting examinations according to JNTUK standards recommendations to the governing body for provision of necessary infrastructural human resources.Requirements to progress towards the vision of the college facilitating supervision over the functioning of computing technology and its infrastructure a central library.Teaching resources of the college facilitating the promotion of research culture in the college through


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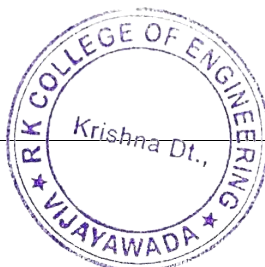
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		<p>G. Tulasi Rao - Member</p> <p>M.Uday Kiran – Member</p> <p>V Srirama Murthy – Member</p> <p>M Venkateswara Rao – Member</p> <p>N Dhanunjaya Rao – Member</p> <p>Dr P. Vamsi Krishna (Exam Cell in charge)</p>	<p>carburization and confirmation among faculties encouraging cooperation with other academic institutes and industries a favorable environment for business development ensuring discipline among students facilitating and overseeing co-curricular activities of students recommending management to encourage students with stipend awards scholarships, medals and prizes and so on inspire students to be creative and innovative.</p> <p>•Recommending management, to encourage them by providing financial support to the same appointment committees of college faculty and outside experts to address and advise on specific academic issues and then act on the recommendations of these committees after due consideration of the planning and implementation of the overall academic growth of the college by submits a recommendation to the governing body if necessary.</p>
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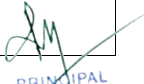
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2.	INTERNAL QUALITY ASSURANCE CELL	<p>Dr.K.Rama Krishnaiah, Chair Person</p> <p>Dr.M.Mahendra Nath, Member - Management</p> <p>Dr. K.V.Rama Rao, Member - Teacher</p> <p>Dr.R.Sujatha Rani, Member - Teacher</p> <p>Dr. N. Yuva Raju, Member - Teacher</p> <p>G. Tulasi Rao, Member - Teacher</p> <p>M. Uday Kiran, Member - Teacher</p> <p>V. Sri Rama Murthy, Member - Teacher</p> <p>V.V.G.S Rajendra Prasad, Member</p> <p>K. Koteswara Rao, Member - Teacher</p> <p>M.Venkateswara Rao, Member - Teacher</p> <p>Dr.A.Hanumath Prasad, Member - SAO</p> <p>Dr. G. Narendra Santhosh Kumar, Member - SAO</p> <p>Dr T NARAYANAN, Member - Local</p>	<ul style="list-style-type: none">• Develop quality metrics /parameters for various academic and administrative activities of the institution and conduct gap analysis for RKCE.• Facilitating the creation of a student-centered environment that leads to quality education and the maturation of faculty to adapt the required knowledge and technology for a participatory teaching and learning process that regularly reviews the achievement of course outcomes and measures taken for each faculty and their mapping to the PO, PEO&COs.• Monitor actions taken by departments on feedback from students, parents and other stakeholders on the intuitive quality-related process;• Dissemination of information on various quality parameters of higher education;• Organization of inter-institutional and intra-institutional workshops, seminars on topics related to quality and promotion of quality circles.• Documentation of various quality improvement programs /activities.
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		<p>Society</p> <p>B Aswini, Member – Student</p> <p>D Sarath babu, Member – Alumni</p> <p>Baji Shahid Shaik, Member – Employers</p> <p>P.V Ramalingeswara Rao, Member – Industrialist</p> <p>P.Prasad, Member – Stakeholder</p> <p>Dr.Harish.H, Coordinator, IQAC</p>	<ul style="list-style-type: none">• Acting as the institution's nodal body for the coordination of quality-related activities, including the adoption and dissemination of best practices;• Development and maintenance of institutional database for institution maintenance / expansion;
3.	R & D CELL	<p>Dr. K Rama Krishnaiah Chairman</p> <p>Dr Manjunath BE-Coordinator</p> <p>Dr. N. Yuva Raju-Member</p> <p>Dr. H.Harish– Member</p> <p>Dr. G. Narendra Santhosh Kumar – Member</p> <p>Dr SK KHASIM– Member</p> <p>Dr. R. Sujatha Rani– Member</p> <p>DONGA LAVANYA DEVI (20MCE1A0519) Member</p> <p>ISKANDARAJA</p>	<ul style="list-style-type: none">• Prepare an annual research activity plan for all departments.• Establish connections with near and far industries and identify the technological challenges they face.• Take appropriate industry problems for solutions through research and development projects assigned to faculty and students.• Explore technology development opportunities in common application areas such as transportation, traffic control, security, healthcare,


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		<p>JAYASURYA(21MC5A0209) - Member</p> <p>CHINNOJU HARITHA(20MC1A0412) - Member</p> <p>NANDYALA RAJ KUMAR (20MC1A0454) - Member</p> <p>SHAIK NASIMA (20MC1A0470) - Member</p> <p>BALINA CHANDRA MOUNIKA (21MC5A0402) - Member</p> <p>GOROPARTHI VENU(21MC5A0428) - Member</p> <p>SUPRIYA B(20MC1A0473) - Member</p>	<p>etc. and assign them to faculty and students.</p> <ul style="list-style-type: none">• Initiate and promote MoUs with industries and R&D organizations for consultancy, collaborative research, sponsored projects, industry-institute interactions, etc.• Conduct brainstorming sessions through interviews of eminent personalities from industry, research and development organizations and institutions of repute for better understanding of research methodology and practices currently in use.• Support faculty in lecturing at various events and conducting workshops, training programs, seminars, conferences, symposia and faculty development programs.• To keep everyone informed about the announcements of various funding agencies like DST, DAE, DRDO, ISRO, CSIR, AICTE and UGC etc..• Motivate students to present contributions at national and international conferences and projects in competitionsSupport interdepartmental/cooperation.• Monitor research Standards and development activities.
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4.	INDUSTRY INSTITUTE INTERACTION CELL	<p>Dr K Rama Krishnaiah- Chairman Dr. G. Narendra Santhosh Kumar- Coordinator Sk. Shabaaz - Member Sk. Arif- Member Sk. John Sydha- Member CH.PREM KUMAR- Member YATHIRAJULA REVATHI(20MC1A048 4) – Member S J MAHESH (20MC1A0464) – Member PILLI HEMANTH (21MC5A0326) – Member GAMPALA GANGADHAR(21MC5 A0307) – Member BUDDAPPAGARI SREENIVAS (20MC1A0301) – Member KAKUMANI ABHIRAM (21MC5A0310) – Member</p>	<ul style="list-style-type: none">• Guides in obtaining industry financial support for research and development projects from government organizations which include DST, CSIR, UGC, AICTE etc.• Helps in handing over research and development projects from research organizations• Facilitates marketing of consulting services offered by departments• Arranges industrial visits, internships and industrial tours• Includes industry professionals who are members of the College Board of Trustees, Academic Council, Departmental Development Committees, Training and Placement Committee etc.• Extending MOU linkages with industry for training, placement, internships, using services for business development programsOrganizes student and faculty training in industry• Helps in getting live projects to be done by final year B Tech and M Tech students• Liaising with industry to implement a virtual development center programs within the campus.
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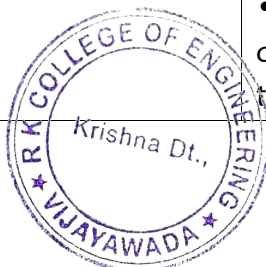
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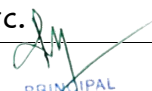
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5.	ALUMNI ACTIVITY COMMITTEE	<p>Dr. K Rama Krishnaia – President</p> <p>S. K. John Sydha – Vice President</p> <p>SK ARIF- Joint Secretary</p> <p>N. Manoj pavan Kumar Gupta– Treasurer</p> <p>E Praveen– Member</p> <p>K Sankar- Member</p> <p>G Suresh- Member</p>	<ul style="list-style-type: none">• Responsible for registering everyone outgoing students as alumni members and database maintenance.•It collects and aggregates information about notable alumni i.e., their achievements, progress and successful careers.•Maintains continuous interaction with alumni and plans to utilize their services for the benefit of current students and the institute.•Creates alumni network and showcases students through seminars, guest lectures, workshops etc.•Responsible for establishing alumni chapters and holding their annual meetings frequently. Place alumni details on institute websites that communicate with individual HODs through Institute Automation and update them regularly.•Circulates the alumni details to the students present for their benefit.•Invites graduates to a good professional position for guest lecturers under discussion with HOD.•Identify scholarship funding for deserving students from Alumni.•Collects funds for library development/equipment/computer centers, buildings, etc.
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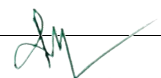
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6.	ANTI-RAGGING COMMITTEE	<p>Dr. K Rama Krishnaiah- Chairman Dr. I SAI RAM-Co Ordinator K Koteswara Rao- Convener V V G S Rajendra Prasad – Co Convener Dr N Y RAJU-Member V. Srirama Murthy – Member Dr. K.v. Rama rao – Member G Tulasi Rao – Member DR. R SUJATHA RANI- Member Chunduri Ajay(21MC5A0305) – Member Supriya B(20MC1A0473) – Member Poosala Deepa (20MC1A0460) – Member Kasibisi Praveen (20MC1A0540) – Member Kommu Teja (20MC1A0544) – Member M.Amulya(20MC1A05 56) – Member Nandru Indhu(20MC1A0565) – Member Kurra Manikant (20MC1A0551) –</p>	<ul style="list-style-type: none">•Ensures that at least one faculty member is present at any particular time at all locations to prevent dishonest activities.•Takes precautions to avoid disorderly activities at other locations such as bus stops and instructs student volunteers and undercover informants at various boarding points.•Canvas about anti-ragging in the form of Flexes, Posters and Boards in college premises and surrounding areas where there is a chance of ragging.• Provides guidance and counseling programs for beginners and parents regarding guessing. Accepts affidavits from students and parents regarding Ragging during admission.•Provides details of helpline inside and outside the school premises.•Resolves the complaint received from the victim• Verifies facts through questioning•Give disciplinary action against the culprit.
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		Member	
7.	TRAINING & PLACEMENT CELL	<p>Dr K Rama Krishnaiah- Chairman</p> <p>Dr. G. Narendra Santhosh Kumar- Coordinator</p> <p>Sk. Shabaaz - Member</p> <p>Sk. Arif- Member</p> <p>Sk. John Sydha-Member</p> <p>Lingutla Karunya (20MC1A0553) – Member</p> <p>Nanubala Harish(20MC1A0566) – Member</p> <p>Katepogu Damodar (21MC5A0312) – Member</p> <p>Tummuluru Ganga Raju (21MC5A0223) – Member</p> <p>Daravath Devla Naik (21MC5A0206) – Member</p> <p>Chitiki Prathap Reddy(20MC1A0201) – Member</p> <p>Sirisha Penkey(21MC5A0504) – Member</p> <p>Shaik Rafl (21MC5A0515) – Member</p> <p>N Harish (20MC1A0566) – Member</p> <p>Kurra Manikanth (20MC1A0551) – Member</p>	<ul style="list-style-type: none"> •Collects and maintains student database for third year student T&P activities. Based on this also plans for imparting necessary skills such as soft skills, hard skills and technical skills. • Responsible for identifying placement opportunities across reputable organizations. • To ensure interaction with industry and bridge the gap between institute and industry. • Ensures better implementation of industry specific training programs •Helps companies in the recruitment process by conducting interviews, group discussions. written tests etc. in Campus. •Conducts special sessions to provide current trends and developments in technology and tools to students Planning, designing and imparting soft skills to students. • Plan, design and deliver personality development to students. • Plan, design and complete schools for students.

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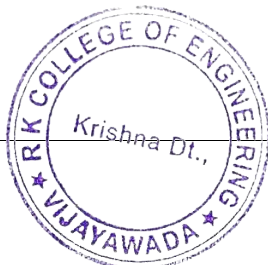
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			<ul style="list-style-type: none">•Coordinates with Training Manager to identify soft and communication skills training requirements.
8.	ESC CELL	<p>Dr K Rama Krishnaiah- Chairman Dr. G. Narendra Santosh Kumar -Co- Ordinator Dr. N. Yuva Raju -Member K Koteswara Rao- Member V V G S Rajendra Prasad-Member G. Tulasi Rao-Member M Uday Kiran - Member V. Srirama Murthy- Member Dr. A. Hanumath Prasad-Member Sk. Shabaaz-Member M Sunil Kumar (20MC1A0304) – Member Chunduri Ajay (21MC5A0305) – Member Shaik Aleem Basha(20MC1A0467) – Member Nandyala Raj Kumar (20MC1A0454) – Member</p>	<ul style="list-style-type: none">• Organize business awareness camps, business development programs and faculty development programs in the region for the benefit of science and technology people.• Develop and implement business development curriculum at various levels including degree/diploma courses of the parent institution and other institutions in the region.•Conduct research work and surveys to identify business opportunities (especially in the S&T area and the service sector).•Guide and assist potential entrepreneurs in various aspects such as preparation of project reports, obtaining project approvals, loans and facilities from support system agencies and information on various technologies.• Conduct guest lectures, TV and radio interviews, seminars, etc. for the promotion and growth of S&T and the implementation of their projects. business.

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9.	SPORTS COMMITTEE	<p>Dr K Rama Krishnaiah- Chairman B Dharma Raju- Coordinator Dr. N. Yuva Raju- Member Sk. John Sydha-Member Dr. G. Narendra Santhosh Kumar - Member Shaik Zuberiya (20MC1A0585) – Member Kuna Sai Vamsi (21MC5A0315) – Member N.Achyuth(21MC5A0323) – Member Nelluri Jeevan Kumar(21MC5A0509) – Member Meka Aswini(20MC1A0558) – Member P adhan(20MC1A0577) – Member Tondepur Tarun Kumar (21MC5A0221) – Member A Rajesh Kumar (21MC5A0304) – Member</p>	<ul style="list-style-type: none">•Prepare Action Plan for the year indicating requirement of sports items and maintain all type of sports inventory.•Organize intra-college competitions at the college level. Assist and encourage the students to participate actively in organizing and conducting various sports and games both indoor and outdoor in the college.•Maintain records of sports and games events attended by students within the college, within the university and outside at the region/state /national level and their achievements/awards.•Submit annual report on the sports/ events and budget allocations & spent during the year.•Coordinate with the Principal in Obtaining permission to hold sports events in the college campus.•Recommending students to participate in the intra or inter-college events.•Recommending sanction for Entry/Registration Fees to participate in various sports events.•Submitting the information regarding students who have taken part in sports events.
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10.	TRANSPORT CELL	<p>Dr K Rama Krishnaiah- Chairman P. Narsimha Rao – Coordinator V V G S Rajendra Prasad- Bus In charge V. Murali Krishna- Bus in charge T. David Raju – Bus in charge M. M. Narasimha Rao Bus in charge D. Sudha Rani- Member Yesupogu Mahesh (21MC1A0207) – Member Gorantla Madhu (22MC5A0206) – Member Vankam Vyshnavi (22MC5A0228) – Member Shaik Yasin (22MC5A0226) – Member Madireddy Harish (22MC5A0313) – Member Ragam Srinivas (22MC5A0319) – Member S. Sri Hari (21MC1A0466) – Member Gaddala Akhila (22MC5A0413) – Member</p>	<ul style="list-style-type: none"> •Responsible for providing transport for students and staff from the College to the City and vice versa •Responsible for regular maintenance of all buses and in case of any major repair should report immediately to the Director. •Responsibility for regular control of driver's log books. •If necessary, arranges additional buses with the Transport Company. • Will provide transportation for students and employees on any educational trip, visit to a sports event. •Our college buses cover every nook and corner of Vijayawada city and suburbs, so students staying near college bus routes are not considered for hostel accommodation. •Throughout the day students and staff should come to the college by college bus with proper discipline. • Bus operators should keep a name list of staff and students boarding the bus and regularly record the attendance of staff and students boarding the bus in their charge in the morning and evening.
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11.	EXAMINATION CELL COMMITTEE	<p>Dr K Rama Krishnaiah- Chairman V V G S Rajendra Prasad-Coordinator</p> <p>K Koteswara Rao- Member G. Tulasi Rao - Member M. Uday Kiran- Member</p> <p>Dr. A. Hanumath Prasad - Member Dr. N. Yuva Raju- Member Dr.P. Vamsi Krishna (Exam cell in charge)- Member Dr. G. Narendra Santhosh Kumar (TPO) -Member Prasad (office admin)- Member Ch.Swaroopaa - Member</p>	<ul style="list-style-type: none">•The Examination Committee shall prepare relevant time tables for our College based on the examination time table of the JNTUK.•The Examination Committee shall make the Block and Seating Arrangement and display them on the concerned Notice Board.•Though the teaching faculty is entitled to vacation if eligible, it is expected that they are available for examination duty at least for two weeks. Hence, they shall give their vacation preference dates to the Exam Committee in the specified format.•The Exam Committee shall prepare and display an overall Supervision Duty List as well as Daily Supervision Duty List on the Staff Notice.•The Exam Committee shall ensure that adequate stationary, like answer sheets, drawing sheets, charts, graph paper, drawing boards, trays, threads, water jugs, etc. are made available.•The Exam Committee shall hold a pre-exam meeting to brief the members of faculty with regard to the examination procedures and the role and responsibilities of a report of same shall be submitted to the principal.
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			<ul style="list-style-type: none">•All the results (First Year to Final Year) shall be sent to the respective HOD's.•Exam cell shall analyze the exam results and the same shall be verified by the respective HOD's, after due verification, copies of the result analysis shall be sent to HODs, the Principal and Management.•Preparation of smooth conduct of Examinations, preparation of time-table schedules, Invigilation duty chart, allotment in the Examination halls etc.•To conduct Internal Assessment examination as per academic calendar.•Distribution of marks lists to the students after the results of various examinations received from the University•Any Circular, Guideline, Office Order, Notification received by the University are dispatched or circulates to the concerned Departments/ Students.
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12.	DISCIPLINE COMMITTEE	<p>Dr K Rama Krishnaiah – Chairman V. Srirama Murthy - Coordinator</p> <p>Dr. A. Hanumath Prasad - Member</p> <p>Dr. N. Yuva Raju- Member</p> <p>V V G S Rajendra Prasad-Member</p> <p>K Koteswara Rao - Member</p> <p>G. Tulasi Rao-Member</p> <p>M. Uday Kiran- Member</p> <p>Sk. Shabaaz-Member</p> <p>P. Raja Kumari- Member</p>	<ul style="list-style-type: none">• Every student should attend classes regularly and punctually.• Students are expected to wear clean, suitable clothes and their identity cards in the campus.• Use of mobile phone is strictly prohibited.• Ragging is a punishable offence and students are expected to treat each other with respect.• Smoking or indulging in other reprehensible habits within the college premises are also forbidden.• Proper respect must be paid to the staff both inside and outside classrooms.• Malpractices at examinations and test papers will be severely dealt with.• Students should not cause any damage or loss to the property and articles of the college• Students who do not have classes during a period should not loiter on the college veranda or in the premises.• Political activism has been banned on the college as per the Hon'ble High Court Order No. WP (C). No. 24286 of 16 (1).• Requests and representations on behalf of the class and notices if any kind should not be circulated among the students anywhere within the college premises without the written permission of the principal.
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		<ul style="list-style-type: none">• Meetings of any kind will not be held within the college premises without the written permission of the principal.• Prior permission of the principal should be obtained for: Organizing special meetings, entertainments or social functions in the College. For using loud- speakers, megaphones etc. In the college premises. For inviting persons from outside for any function in the college. For collecting subscriptions of any kind from the students and staff members of the college.• When a student has any doubt on any matter concerning college discipline, he may seek guidance from the principal or any of the Heads of Departments.• A student who violates any rule or regulation of the college is liable to be punished. The decision of the principal in matters of discipline shall be final.• The management has the authority to conduct an enquiry against any student regarding his misconduct.• Any matter not covered by the above-mentioned rules shall be decided by the principal from time to time.
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13.	MINORITY CELL	<p>Dr K Rama Krishnaiah – Chairman</p> <p>V Srirama Murthy – Coordinator</p> <p>B Edith – Member</p> <p>D Sudharani -- Member</p> <p>V Vajra Lakshmi – Member</p> <p>Sk. Shabaaz – Member</p> <p>Shaik Arif - Member</p>	<ul style="list-style-type: none">•Plans to implement, coordinate and control all schemes related disadvantaged groups.•Ensures the safe and secure environment for minorities<ul style="list-style-type: none">•Provides counseling for any emotional emergencies arising on account of any events in the institute•Provides a mechanism to redress the grievances of minorities•The Cell is committed to provide assistance to the minority students along with Scheduled /Scheduled Tribe students through counseling, personality development, development of communication skill, remedial coaching, tutorial classes, and preparatory classes for professional and employment purposes, etc.• The Cell is actively engaged in coordinating and resolving the problems in the matter of conduct of remedial coaching and other measures with a view to see that the education system succeeds in bringing to a level quantitatively as well as qualitatively indistinguishable from the level of the rest of the society.•The Cell organizes several educational Schemes.
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14.	WOMEN GRIEVANCE CELL	<p>Dr K Rama Krishnaiah – Chairman</p> <p>Dr.R.Sujatha Rani - Coordinator</p> <p>D. Sudha Rani - Member</p> <p>E Bhanu sri- Member</p> <p>B Edith – Member</p> <p>G Vijaya kumari – Member</p> <p>Ch,Adilakshmi Devi – Member</p> <p>Batchu Rajitha (21MC1A0508) – Member</p> <p>Chegi Reddy Surekha (21MC1A0516) – Member</p> <p>Chennadi Khyathi (21MC1A0518) – Member</p> <p>Chennamraju Keerthi (21MC1A0519) – Member</p> <p>Dasari Meghana (21MC1A0523) – Member</p> <p>Gubbala Umasri (21MC1A0537) – Member</p> <p>Kadali Mounika (21MC1A0543) – Member</p> <p>Kokkonda Naga Durga (21MC1A0552) – Member</p> <p>Daparthi Baby Prasanna (21MC1A61122) – Member</p> <p>Kanapala Manvika (21MC1A6117)</p>	<ul style="list-style-type: none"> • To inculcate Human values and ethical practices to girls through co-curricular, extracurricular activities and make them strong. • Create and sustain a community of learning in which girls acquire knowledge and learn to apply it professionally. • To create a friendly environment, integrated with education, in establishing centers of excellence and sharing knowledge in all areas. • To provide solutions to their problems related to academics and general and make them dynamic. • To develop them physically and mentally on par with changing trends in society through their hidden talents. • To improve their integrated development through inspiration for women empowerment.
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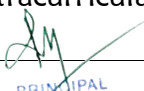
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15.	SC-ST CELL	<p>Dr K Rama Krishnaiah – Chairman</p> <p>V Srirama Murthy – Coordinator</p> <p>G.Tulasi Rao - Member</p> <p>B Edith – Member</p> <p>D.sudha Rani -- Member</p> <p>P R Raja Kumari – Member</p>	<ul style="list-style-type: none"> •To resolve all the problems related to SC/ST students, Faculty, Non-teaching employees of the institute. •To improve the learning levels of Schedule Caste and Schedule Tribe students to bring them up to the general level of the other communities. • To give wide publicity of various scholarships and schemes of government to all students and staff and advise them to utilize the facilities and sources available in the institute to empower themselves.
16.	OBC CELL	<p>Dr K Rama Krishnaiah – Chairman</p> <p>K Koteswara Rao – Coordinator</p> <p>Dr.N.Y.Raju– Member</p> <p>Dr.R.Sujatha Rani - Member</p> <p>G.Mahesh – Member</p> <p>- Member</p> <p>T Muni Sankar - Member</p>	<ul style="list-style-type: none"> •To circulate State Government and UGC's decisions about different scholarship programs. • To communicate with the students and motivate them for better future planning. • To deal with representations received from Other Backward Classes (OBC) Candidates regarding their admission, scholarships and other similar matters in the College.
17.	NAAC Committee	<p>Dr K Rama Krishnaiah – Chairman</p> <p>K Koteswara Rao – Coordinator</p> <p>Dr. B.E. Manjunath- Member</p> <p>V V C S Rajendra Prasad- Member</p>	<ul style="list-style-type: none"> • Prepare a comprehensive development plan of the college regarding academic, administrative and infrastructural growth, and enable college to foster excellence in curricular, co-curricular and extracurricular activities.


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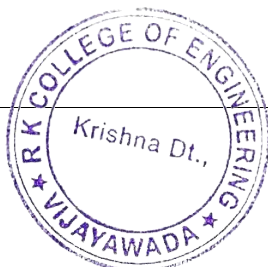
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		<p>G. Tulasi Rao - Member</p> <p>M.Uday Kiran – Member</p> <p>V Srirama Murthy – Member</p> <p>Dr A. Hanumath Prasad – Member</p> <p>Dr. N. Yuva Raju – Member</p> <p>Sk. Shabaaz- Member</p> <p>Dr. R. Sujatha Rani- Member</p> <p>Dr.H.Harish - Member</p>	<ul style="list-style-type: none">• Decide about the overall teaching programmes or annual calendar of the college.• Recommend to the management about introducing new academic courses and the creation of additional teaching and administrative posts.• Make specific recommendations to the management to encourage and strengthen research culture, consultancy and extension activities in the college.• Make specific recommendations to the management to foster academic collaborations to strengthen teaching and research.• Make specific recommendations to the management to encourage the use of information and communication technology in teaching and learning process.• Make specific recommendations regarding the improvement in teaching and suitable training programmes for the employees of the college.• Prepare the annual financial estimates (budget) and financial statements of the institution and recommend the same to the management for approval.• Formulate proposals of new expenditure which are not provided for in the annual budget.
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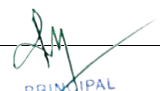
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			<ul style="list-style-type: none"> • Discuss the reports of the IQAC and make suitable recommendations. • Frame suitable admissions procedure for different programmes by following the statutory norms. • Plan major annual events in the college, such as annual day, sports events, cultural events, etc. • Recommend the administration about appropriate steps to be taken regarding the discipline, safety and security issues of the college. • Consider and make appropriate recommendations on inspection reports, local inquiry reports, audit report, report of National Assessment and Accreditation Council, etc. • Prepare the annual report on the work done by committee for the year ending on the 30th June and submit the same to the management of such college. • Perform such other duties and exercise such other powers as may be entrusted by the management.
18.	STUDENT INNOVATION AND INCUBATION CELL	Dr K Rama Krishnaiah – Chairman Dr. Harish H – Coordinator Dr. B.E. Manjunath- Member Dr A. Hanumath Prasad- Member Dr. C. Narendra Krishna Dt.,	<ul style="list-style-type: none"> • Identify and reward innovation and share success stories • Organize regularly workshops/Seminars/ interaction With entrepreneurs, investors and create a mentor group for student innovators


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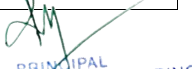
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		<p>Santhosh Kumar - Member</p> <p>Dr. B. Venkata Rajanna - Member</p> <p>Dr.P. Vamsi Krishna- Member</p> <p>Bandikolla Akhila (21MC1A6104) – Member</p> <p>Bommu Yesu Raju (21MC1A6108) – Member</p> <p>Madireddy Harish (22MC5A0313) – Member</p> <p>Rayi Hari Sai Ram (22MC5A0321) – Member</p> <p>Ragam Srinivas (22MC5A0319) – Member</p> <p>Sharadha D (21MC1A0467) – Member</p> <p>Ambati Ramya (21MC1A0504) – Member</p> <p>Bhogadi Honey (21MC1A0510) – Member</p>	<ul style="list-style-type: none"> • Network with peers and national business development organizations • Create an Institutional Innovation Portal to highlight innovative projects undertaken by institutional faculty and students • Organize hackathons, brainstorming, mini-challenges, etc.
19.	OMBUDSMAN CELL	<p>Dr K Rama Krishnaiah – Chairman</p> <p>R.Ganga Bhavani (Lawyer)</p> <p>Dr.R.Sujatha Rani- Member</p> <p>Dr A. Hanumath Prasad – Member</p> <p>P. R. Raja Kumari- Member</p>	<ul style="list-style-type: none"> • The Ombudsman shall exercise his powers to hear any complaint made by any student against the University or an institution affiliated to it, or institute, as the case may be, after the student has availed himself of the remedies available at such institute for redressal of


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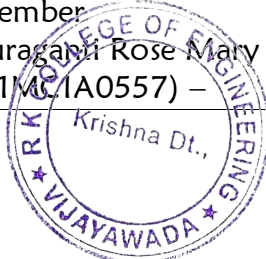
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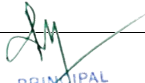
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		P.V. Pattabhi Ram-Member	<p>grievances; and any applicant for admission as a student to such institution.</p> <ul style="list-style-type: none"> The Ombudsman will not deal with any request for reconsideration or remark in the answer sheets unless there is an irregularity which significantly affects the outcome or a specific case of discrimination is mentioned. The Ombudsman will have the power to call for the assistance of any person belonging to the Scheduled Castes, Scheduled Tribes, Socially and Economically Backward Classes, Minority or Handicapped category as amicus curiae to hear complaints of alleged discrimination.
20.	CENTRAL LIBRARY AND INFORMATION CELL	<p>Dr K Rama Krishnaiah – Chairman</p> <p>K. Anand sagar- Coordinator</p> <p>Dr. B.E. Manjunath-Member</p> <p>Dr.R.Sujatha Rani - Member</p> <p>P.V. Pattabhi Ram-Member</p> <p>Mendu Videesha (21MC1A0569) – Member</p> <p>Mallavarapu Jeevitha (21MC1A0563) – Member</p> <p>Kuraganti Rose Mary (21MC1A0557) –</p>	<ul style="list-style-type: none"> Collecting the requirements of textbooks, reference journals and ensuring sufficient number of copies in the library as per norms. Planning and implementation of library automation, procedures, development and use of the digital library. Finalizing the list of books, journals, periodicals and equipment for both the institute and departmental libraries and proposing budget estimates to the administration.


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		<p>Member Kadali Mounika (21MC1A0543) –</p> <p>Member Kokkonda Naga Durga (21MC1A0552) –</p> <p>Member Kothakota Anusha (22MC5A0424) –</p> <p>Member Amit Das (22MC5A0403) –</p> <p>Member Seeda Sri Hari (21MC1A0466) –</p> <p>Member Patan Ayesha (21MC1A0456) –</p> <p>Member</p>	
21.	GRIEVANCE & REDRESSAL CELL	<p>Dr. K Rama Krishnaiah- Chairman</p> <p>Dr. A. Hanumath Prasad– Coordinator</p> <p>K Koteswara Rao– Member</p> <p>V V G S Rajendra– Prasad– Member</p> <p>G. Tulasi Rao– Member</p> <p>M. Uday Kiran– Member</p> <p>V. Srirama Murthy– Member</p> <p>Dr.R.Sujatha Rani - Member</p> <p>Dr. N. Yuva Raju– Coordinator</p>	<ul style="list-style-type: none"> • All Complaints of students / staff who could not be accommodated in the normal process should be referred to this committee. • The committee tries to solve problems amicably and, in a time – bound manner. • Implement reasonable and reliable resolution for complaints of various issues received from students / parents and ensures complaints are dealt with in a timely, impartial and confidential manner.


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		<p>P.R.Raja Kumari - Member Sk. Shabaaz – Member Donta Prudhvi (22MC5A0204) - Member Pathan Baji Baba (22MC5A0316) - Member Koru Hampi (22MC5A0423) - Member Nanjunda Swamy B A (22MC5A0431) – Member Pemula Sumanth (21MC1A0587) – Member</p>	
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22.	WEBSITE COMMITTEE	<p>Dr K Rama Krishnaiah – Chairman</p> <p>Sk. Shanwaz Ahmad- Coordinator</p> <p>K. Koteswara Rao - Member</p> <p>Dr. A. Hanumath Prasad-Member</p> <p>V.V.G.S. Rajendra Prasad-Member</p> <p>Dr. H. Harish -Member</p> <p>T Sravanthi-Member</p> <p>Pidaka Atchuta Veeresh (21MC1A0107) - Member</p> <p>Tota Vamsi (21MC1A05B0) - Member</p> <p>Upputuri Mohan (21MC1A05B4) - Member</p> <p>Vinuthna Nydani (21MC1A05B7) - Member</p> <p>Shaik Johnbee (21MC1A05A3) - Member</p> <p>Peta Sankar (21MC1A0590) – Member</p> <p>R Sree Vidya (21MC1A0596) – Member</p>	<ul style="list-style-type: none">• Identify strategic initiatives for the site and present to senior site and present to senior management for review and update.• Develop a prioritized list of desired design and functionality improvements• Identify to update and improve website design and content• Coordination with other commissions in publishing relevant information.• This committee makes sure security, maintenance, safety and upgradation of website duties regularly like posting results, achievements, any events and plans, Placements records, ongoing project information, PEOs, Pos up to date.
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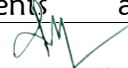
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23.	CAREER GUIDANCE CELL	<p>Dr K Rama Krishnaiah – Chairman</p> <p>Dr. G. Narendra Santhosh Kumar – Coordinator</p> <p>Dr.R.Sujatha Rani - Member</p> <p>K Koteswara Rao – Member</p> <p>V V G S Rajendra Prasad– Member</p> <p>M. Uday Kiran – Member</p> <p>V Srirama Murthy – Member</p> <p>M Venkateswarao – Member</p> <p>N Dhanunjaya Rao – Member</p> <p>G Tulasi Rao – Member</p> <p>Sk. Shabaaz - Member</p> <p>Sk Arif- Member</p> <p>Sk John Sydha -Member</p> <p>M M Narasimha Rao- Member</p> <p>Kanneganti Usha sri (22MC5A0211) - Member</p> <p>Kota Ajay (21MC1A0203) - Member</p> <p>Shaik Basha (22MC5A0324) - Member</p> <p>Manda Sai (22MC5A0504) – Member</p>	<ul style="list-style-type: none"> • To conduct a survey among students on their career options. • To create awareness on the importance of higher education by organizing related events • To organize awareness sessions on competitive exams such as GATE, CAT, GRE, GMAT and to counsel them to appear in those tests and information on requirements and preparation. • To organize expert sessions in order to provide options for students to pick best places to pursue higher education and on available job opportunities by facilitating talks/coaching from various consultancies. • To conduct career/Personality development seminars and workshops and to provide necessary literature /brochure/information. • To organize awareness sessions on professional skills by subject experts and guide them on all career related matters.
24	INTERNAL COMPLAINTS CELL	<p>Dr K Rama Krishnaiah – Chairman</p> <p>K Koteswara Rao – Coordinator</p> <p>V V G S Rajendra Prasad– Member</p> <p>G. Tulasi Rao – Member</p>	<ul style="list-style-type: none"> • To develop a policy against sexual harassment of women at the Institute. • Prevent discrimination and sexual harassment, by promoting gender amity among students and


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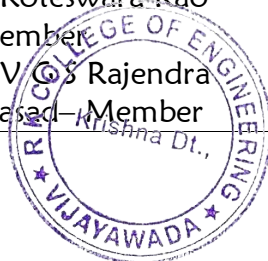
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		<p>M. Uday Kiran – Member</p> <p>V Srirama Murthy – Member</p> <p>M. Venkateswarao – Member</p> <p>Dr.R.Sujatha Rani - Member</p> <p>P R Raja Kumari – Member</p> <p>P V Pattabhi Ram- Member</p> <p>B Edith – Member</p> <p>V Mahendra Reddy (Student) – Member</p> <p>Vase Kiran (Student) - Member</p>	<p>employees.</p> <ul style="list-style-type: none"> • Make recommendations to the management for changes/elaborations in the Rules in the student hand book and Employees hand book, to make them gender just and to lay down procedures for the prohibition, resolution, settlement and prosecution of acts of discrimination and sexual harassment, by the students and the employees. • To ensure the implementation of the policy in letter and spirit through proper reporting of the complaints and their follow-up procedures. • Deal with cases of discrimination and sexual harassment against women, in a time bound manner, aiming at ensuring support services to the victimized and termination of the harassment. • Recommend appropriate punitive action against the guilty party to the Management. • To evolve a permanent mechanism for the prevention and Redressal of sexual harassment
25	Electoral Literacy Club	<p>Dr K Rama Krishnaiah – Chairman</p> <p>Dr.Y.N.Raju - Coordinator</p> <p>K Koteswara Rao – Member</p> <p>V V G S Rajendra Prasad – Member</p>	<ul style="list-style-type: none"> • To educate the students and staff about voter registration, electoral process and related matters through hands on experience. • To familiarize the students


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		<p>G. Tulasi Rao – Member M. Uday Kiran – Member V Srirama Murthy – Member M. Venkateswarao – Member K Sankar – Member Dr.R.Sujatha Rani - Member P R Raja Kumari – Member M Rajesh (21MC1A0103) – Member Setti Siva Narayana (22MC5A0223) – Member Yadari Radha Govind (18MC1A0410) – Member Vaddi Suresh Kumar (22MC5A0448) – Member Pemmadi Bhavani (22MC5A0508) – Member Shaik Sameer (22MC5A0511) – Member Gunti Gopinadh (22MC5A0501) – Member</p>	<p>and staff with EVM and VVPAT and to educate them about robustness of EVM and integrity of the electoral process using EVMs</p> <ul style="list-style-type: none"> • To help the students and staff, understand the value of their vote to ensure that they exercise their suffrage right in a confident, comfortable and ethical manner • To harness the potential of ELC members for carrying the electoral literacy in communities • To facilitate voter registration for its eligible members who are not yet registered • To develop a culture of electoral participation and maximize the informed, and ethical voting, and follow the principle 'Every vote counts' and 'No Voter to be Left Behind'.
26	Competency Development Cell	<p>Dr K Rama Krishnaiah – Chairman Dr. Harish H - Coordinator Dr A. Hanumath Prasad- Member Dr.G. Narendra Santhosh Kumar - Member Dr. B. Venkata Rajanna</p>	<ul style="list-style-type: none"> • Identifies and updates the skill sets required by different career tracks, in respective field of engineering every year in consultation with the industry experts, eminent academicians, and researchers. • The common skill such as Communication, computer


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		<p>- Member Dr.R.Sujatha Rani - Member</p>	<p>literacy, Coding required for all various career tracks irrespective of program specialization are identified. It is ensured that these skill sets are inculcated into the students during first and second year through add-on courses, workshops and through our best practices.</p> <ul style="list-style-type: none">• A diagnostic test is conducted at the end of second year to access the current level of competencies in the identified career track.• Based on the test results, track specific training is planned and executed during rest of the semesters.• If the student fails to attain desired level of competencies even after the training, the cell advises the student to join basic to advanced skill development courses.
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Date: 02-08-2023

CIRCULAR

This is to inform that there will be a Meeting to discuss about Entrepreneurship and Startup Center on 04-08-2023 from 10.00 am to 11.30 am at the Principal's Chamber. The following members are requested to attend the meeting without fail.

Copy to:

1. Office
2. HODs
3. All the department Notice Board

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ESC MEMBERS

S.NO	NAME OF THE FACULTY	DESIGNATION	Signature
1.	Dr K Rama Krishnaiah-Chairman	Principal	
2.	Dr. G. Narendra-Co-Ordinator	Assoc Professor,	
3.	Dr. N. Yuva Raju-	Assoc Professor,	
4.	K.Koteswara Rao	Assoc.Prof,HOD-	
5.	V V G S Rajendra Prasad-Member	Professor, HOD-	
6.	G. Tulasi Rao-Member	Asst Professor, HOD-CIVIL	
7.	M. Uday Kiran-Member	Assoc Professor, HOD-EEE	
8.	V. Srirama Murthy-Member	Assoc Professor, HOD-ME	
9.	Dr. A. Hanumath Prasad-Member	Professor, CSE	
10.	Sk. Shabaaz-Member	Asst Professor, CSE	
11.	21MC1A6112 (Baby prasanna D)	STUDENT	
12.	21MC1A6155 (Jehoshapath Y)	STUDENT	
13.	21MC1A0504 (Ramya Reddy A)	STUDENT	
14.	21MC1A05C1(Karthik Y)	STUDENT	
15.	21MC1A0467 (Sharadha D)	STUDENT	
16.	21MC1A0460(Karthik P)	STUDENT	

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Date: 04-08-2023

MINUTES OF THE ESC MEETING HELD ON 04-08-2023

The meeting of ESC was held on 04-08-2023 from 10.00 am to 11.30 am in the Principal's chamber. The following members attended and discussed the following.

S.NO	NAME OF THE FACULTY	DESIGNATION	Signature
1.	Dr K Rama Krishnaiah-Chairman	Principal	
2.	Dr. G. Narendra-Co-Ordinator	Assoc Professor,	
3.	Dr. N. Yuva Raju-	Assoc Professor,	
4.	K.Koteswara Rao	Assoc.Prof.HOD-	
5.	V V G S Rajendra Prasad-Member	Professor, HOD-	
6.	G. Tulasi Rao-Member	Asst Professor, HOD-CIVIL	
7.	M. Uday Kiran-Member	Assoc Professor, HOD-EEE	
8.	V. Srirama Murthy-Member	Assoc Professor, HOD-ME	
9.	Dr. A. Hanumath Prasad-Member	Professor, CSE	
10.	Sk. Shabaaz-Member	Asst Professor, CSE	
11.	21MC1A6112 (Baby prasanna D)	STUDENT	
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13.	21MC1A0504 (Ramya Reddy A)	STUDENT	
14.	21MC1A05C1(Karthik Y)	STUDENT	
15.	21MC1A0467 (Sharadha D)	STUDENT	
16.	21MC1A0460(Karthik P)	STUDENT	

MINUTES OF MEETING:

1. The functionalities of the cell are framed and distributed for effective implementation.
2. The principal of the institute encouraged all the staff and students to utilize the committee to develop more entrepreneurship.

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3. Entrepreneurship and Startup programs among Students are encouraged from all the disciplines of Engineering. The committee members to represent ESC are finalized.
4. The above members are instructed to take responsibilities of ESC cell.

FUNCTIONS OF ESC CELL:

1. To create an environment for entrepreneurship through organizing and conducting various programs in the college premises.
2. Impart entrepreneurial education / skills amongst students through various training programmes and exercises.
3. To react adequately to the emerging challenges and opportunities both at national and international level relating to SMEs and Micro Enterprises.
4. To strive for building up a rapport with the leading educational institutions that are well versed with ESC.
5. To develop management personnel at appropriate levels for the non-corporate and unorganized sectors like education, rural development, small scale industry etc.
6. Develop self-esteem of young entrepreneurs through mentorship and networks.

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Date: 15-02-2024

CIRCULAR

The ESC meeting will be conducted in the Principal's Chamber on 17-02-2024 at 10A.M. HODs of all the departments are requested to attend the meeting to discuss about the measures to be taken to convene of ESC institute.


The list of ESC members is enclosed herewith. All committee members are requested to attend the meeting without fail.


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ENTREPRENEURSHIP STARTUP CENTER

MINUTES OF MEETING OF ESC HELD ON 17-02-2024, AT 10.00 A. M

MEMBERS PRESENT:

S.NO	NAME OF THE FACULTY	DESIGNATION	Signature
1.	Dr K Rama Krishnaiah-Chairman	Principal	
2.	Dr. G. Narendra-Co-Ordinator	Assoc Professor,	
3.	Dr. N. Yuva Raju-	Assoc Professor,	
4.	K.Koteswara Rao	Assoc.Prof,HOD-	
5.	V V G S Rajendra Prasad-Member	Professor, HOD-	
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15.	21MC1A0467 (Sharadha D)	STUDENT	
16.	21MC1A0460(Karthik P)	STUDENT	

The Coordinator, ESC has convened meeting with all the member of the committee and discussed about the following issues.

1. To Attend Entrepreneurship Development Drive 2023-24, Which is organized by E-Cell IIT Madras

The coordinator informed the members about the proposal received from E-Cell IIT Madras inviting our students to attend program "Entrepreneurship Development Drive 2023-24(EDD) in the month of March 2024.

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ENTREPRENEURSHIP STARTUP CENTER

MINUTES OF MEETING OF ESC HELD ON 17-02-2024, AT 10.00 A. M

MEMBERS PRESENT:

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2.	Dr. G. Narendra-Co-Ordinator	Assoc Professor,	
3.	Dr. N. Yuva Raju-	Assoc Professor,	
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It is decided to submit proposals regarding the above said programs to the Principal RKCE for approval.

The coordinator thanked all the members and concluded the meeting.

Co-Ordinator

Copy to: Office and all department HODs.


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ACTION TAKEN REPORT FOR ACADEMIC YEAR 2023-24

Accordingly, the following programs are conducted by ESC during the year 2023-24 in accordance with the permission granted by Principal RKCE to develop Entrepreneurship skills.

S. NO.	PROPOSED PROGRAM	ACTION TAKEN ON PROPOSED PROGRAM
1	To attend Entrepreneurship Development Drive 2023-24 Which is organized by E-Cell IIT Madras.	Attended Entrepreneurship Development Drive 2023-24. Which is organized by E-Cell IIT Madras on 09-03-2024

CO-Ordinator

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