

SRI INDU COLLEGE OF ENGG. & TECHNOLOGY
NEW LOYOLA MODEL EDUCATION SOCIETY
Plot No. 40, HIG Phase IV, Vanastalipuram, Hyderabad.

Minutes of Governing Body Meeting held on **03 Jan 2016** / 10:30 h in Chairman's Chamber.

Governing Body Member

1.	Sri J. Nrupender Rao (Not present)	-	Industrialist (Pennar Group of Industries)	Chairperson
2.	Prof. Devi Prasad	-	Educationalist	Member
3.	Sri R. Venkat Rao	-	Chairman NLMES	Member
4.	Sri R. Anup Chakravarthy	-	Secretary & Correspondent NLMES	Member
5.	Smt. R. Indumathi	-	Treasurer	Member
6.	Prof. K. Ashok Babu	-	Prof., HOD ECE Deptt.	Member
7.	Prof. Ch. GVN Prasad	-	Prof., HOD	Member
8.	Dr. T. Navaneetha Rao (Not present)	-	Former Vice Chancellor, OU	Member
9.	Capt. J. Rama Rao (Not present)	-	Industrialist	Member
10.	AICTE Nominee (Not Present)	-	Nominee of AICTE	Member
11.	UGC Nominee (Not Present)	-	Nominee of UGC	Member
12.	Dr. B Padmaja Rani Prof & HOD, Deptt of CSE, JNTU	-	JNTU Nominee	Member
13.	Dr. (Prof.) P. Mallesham	-	Principal	Member Secretary

The Governing Body of the Sri Indu College of Engg & Tech met at 1030 hrs on 03 Jan 2016 and resolved the following .

- a) Review of existing Faculty as per norms.
- b) TAFRC - Submission of proposals for Fee Fixation for the block period 2016-17 to 2018-19.
- c) Projects for Final year students.
- d) Fee Dues.
- e) Conduct of 15th Technotsav 2016.
- f) Celebration of Annual Day.
- g) Appointment of Floor In-charges.
- h) Review of Grant of leave.
- j) Submission of Original Certificates.

- a) Review of existing Faculty as per norms. : The Secretary brought out that a few of the staff members with B.Tech/B.E qualifications are on the rolls of Faculty which would not suffice the revised norms of AICTE. He suggested that all such staff members' services may be utilized in assigning them Floor In-charge duties, assistance in respective Labs etc. and staff with PG qualifications to be appointed immediately as per latest norms. All the members have passed the resolution and asked the Principal to look into it on priority.
- b) TAFRC - Submission of proposals for Fee Fixation for the block period 2016-17 to 2018-19. : The Secretary brought out the issue of TAFRC about the submission of proposals for Fixation of Fee for next three years, i.e., from 2016-17 to 2018-19. He has also indicated that the proposals to be submitted on-line with the details comprising of two years (i.e., 2014-15 and 2015-016) Income and Expenditure statements, staff details with salaries etc and all such major expenditure that has been incurred during last two financial years. The last date for submission of all such information to TAFRC is 30 Jan 2016. He has advised the Principal to brief the staff involved in doing such work, i.e., Accounts staff & Admin staff to engage them to complete the task very meticulously within the stipulated time.
- c) Minor Projects for Final year Students. : The Secretary brought out that some of the students have been doing the Minor projects which is the part of their regular course curriculum at Outside agencies which is felt as against the College standards despite the college having all the infrastructure, all the facilities, experienced Faculty and supporting staff. The students doing their projects at outside agencies is not justified. The Principal has been advised, henceforth all the Project works should be done in the college and has been asked to brief all the HODs accordingly.
- d) Fee Dues : The Secretary brought out the issue of long outstanding Fee dues that are to be paid by the students. In addition to the Tuition Fee Re-imbursement from the Govt, an amount over three Crore Fee dues are outstanding. The Principal has been advised to assign the task to the HODs for informing/convincing the students of respective branches to somehow arrange to clear all the dues otherwise college may face the short of funds in running day to day maintenance of the college.
- e) Conduct of 15th Technotsav 2016. : The Secretary brought out to the members that as a part of prime event of the college, the Technotsav 2016 to be planned and proposed the dates during

third week of Feb 2016, preferably on 19 Feb 2016. The Principal informed that after discussing with all the HODs, the event would be planned accordingly.

f) Celebration of Annual Day. : The Principal brought out to the members that students are asking for celebration of Annual Day which would include Cultural Fest. The Principal has proposed a tentative date in the first week of Mar 2016 and Chairman & Secretary are of the opinion that Annual Day should be celebrated in the City by booking some good Cultural Hall. The Principal informed all the members that the Annual day shall be arranged accordingly.

g) Appointment of Floor In-charges. : The Chairman has asked the Principal to appoint Staff In-charge for each Floor in each Building by consulting his HODs. The staff thus appointed to ensure the following :

- To ensure total discipline of each student.
- To monitor attendance of the students.
- To ensure that each period of class work/Lab work is engaged by concerned faculty in time, and in no case the class/Lab should be left unattended.
- To ensure, no student is loitering in the verandah/building or in the campus during class/lab hours.
- To ensure that the class work/lab work is conducted for full day, (i.e., 09.40 AM to 4.00 PM) and no student is leaving the class/lab before the cease work other than lunch timings.

h) Review of Grant of leave. : The Chairman is of opinion that, as a matter of fact applying for leave cannot be deemed as a right. Leave can be treated only as a privilege. But, it is observed that many of the staff members are in the habit of applying for leave as and when they feel ignoring academic rules. There are many instances where staff members absenting themselves i.e., without prior approval / permission without adjusting their class work/lab work etc which is causing lot of inconvenience to the department. Henceforth, it is decided that, if any staff member happens to be absent without permission and do not apply for regularization, in such case Loss of pay will be made two times of absence period.

- i) Submission of Original Certificates : The Secretary brought out that a few of the staff members have joined the institution but not submitted the original certificates. Submission of SSC, Inter, UG-OD and PG-OD is very much mandatory. Non compliance of this instruction may lead to deprivation of certain facilities even to the extent of stopping of pay and perks. Hence, all such members those who have not submitted certificates so far may do it immediately i.e., by 08.01.2016.

Further, the staff members with B.Tech qualification and pursuing M.Tech at other college to submit the original acknowledgement receipt of that college in place of certificates till the course is completed.

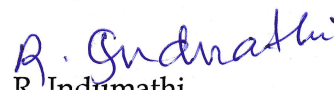
The meeting ended with vote of thanks proposed by the Principal.




Prof. Devi Prasad
Member



R. Venkat Rao
Chairman NLMES



R. Indumathi
Treasurer



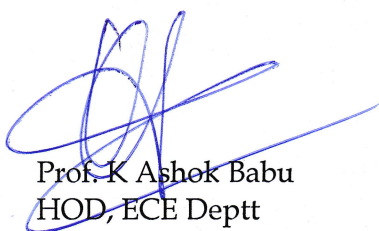
R. Anup Chakravarthy
Secretary & Correspondent



Dr B Padmaja Rani
HOD, CSE Deptt.
JNTU Nominee



Prof Ch. GVN Prasad
HOD, CSE Deptt.



Prof. K Ashok Babu
HOD, ECE Deptt



Dr. (Prof.) P. Mallesham
Principal