

**SREE VIDYANIKETHAN ENGINEERING COLLEGE**  
**(AUTONOMOUS)**

Sree Sainath Nagar, Tirupati – 517 102, A.P.

**10<sup>th</sup> Meeting of the Governing Body held on 31<sup>st</sup> October 2014**  
**(as Autonomous College with effect from 2010-2011)**

**MINUTES**

**Members Present:**

1.	<b>Dr. M. Mohan Babu,</b> Chairman, Sree Vidyanikethan Educational Trust	Chairman
2.	<b>Sri M. Vishnu Vardhan Babu,</b> Chief Executive Officer, Sree Vidyanikethan Educational Trust	Member
3.	<b>Sri M. Venkatadri Naidu,</b> Treasurer, Sree Vidyanikethan Educational Trust	Member
4.	<b>Sri M. Krishna,</b> Member, Sree Vidyanikethan Educational Trust	Member
5.	<b>Sri P. Janardhan Reddy,</b> Member, Sree Vidyanikethan Educational Trust	Member
6.	<b>Dr. K.I.Vara Prasad Reddy,</b> Founder & Chairman, Shantha Biotechnics Ltd., Hyderabad	Member
7.	<b>Dr. V.V. Rama Prasad,</b> Professor of CSE, Sree Vidyanikethan Engineering College	Member
8.	<b>Dr. P. Ramana Reddy</b> Professor of EEE, Sree Vidyanikethan Engineering College	Member
9.	<b>Dr. P.C. Krishnamachary,</b> Principal, Sree Vidyanikethan Engineering College	Member Secretary

Sh. Narain Singh, Former Joint Secretary, University Grants Commission, New Delhi; Prof. K.S.R. Anjaneyulu, Professor of EEE & Principal, JNTUACEA, Anantapur; and Nominee of the Government of A.P. could not attend the meeting.

## **1.0 Action Taken Report on Minutes of 9<sup>th</sup> Governing Body Meeting held on 07<sup>th</sup> June, 2014**

Principal apprised the members that the 9<sup>th</sup> meeting of the Governing Body was held on 07-06-2014. In accordance with the resolutions made, Members resolved that the Action Taken Report be recorded.

## **2.0 Report of the Principal on the activities during the period June-October, 2014**

### **2.1 Approved Intake and Admissions:**

Members congratulated the Management and the Principal on the admissions made for all branches of B.Tech/MCA/Diploma courses commensurate with the sanctioned intake for the academic year 2014- 2015.

### **2.2 Academic Performance of Students**

Members conveyed their happiness and congratulated the students (2014 outgoing batches of B.Tech., M.Tech. and MCA) for their exemplary performance in the examinations.

### **2.4 Special Events**

Members appreciated the arrangements made for conducting / organizing various student activities – curricular, co-curricular and extra-curricular activities - and suggested that the same efforts may be continued.

3<sup>rd</sup> Graduation Day and Teachers Day were celebrated in a grand manner on 05<sup>th</sup> July and 05<sup>th</sup> September, 2014 respectively.

The members witnessed the programs of Mohana Mantra, a mega Techno-Cultural Fest and lauded the efforts of the organizers in organizing the events.

### **2.5 Student Support**

Members have taken note of the existing financial support and assistance to the students through:

- Tuition Fee reimbursement from Welfare Departments
- TEQIP-II Teaching Assistantships

The members suggested that the Management should take immediate steps to get the balance of Tuition Fee reimbursement for the academic year 2013-14.

### **2.5.3 Placement and Training:**

Members congratulated the College Management and the Principal on their approach in implementing student training programmes. They also appreciated the efforts made for bringing Industry and Corporate to the campus and providing placements to the students of 2015 passing out batch. The members advised that the same spirit may be continued for improving students' placements.

### **3.0 NBA**

The members advised the Management and the Principal to prepare the required documentation meticulously for the proposed visit of NBA Expert Team slated for 26-28, December, 2014.

### **4.0 Research**

The members expressed satisfaction over the activities carried out in College. They advised the College authorities to explore further the possibilities of seeking more funding from different agencies.

### **5.0 TEQIP- II**

Members noted the progress of the TEQIP-II project implementation and project activities in the Institution. They appreciated the efforts of the Principal, Deans, HoDs and Faculty, Staff and Students of the Institution in implementation of the project activities and also expressed their happiness over the timely completion of the Performance audit, Data audit and Statutory Finance audit

### **Approvals:**

#### **The members approved the following:**

1. Latest & revised Hand book for Mentors, Performance and Data Auditors endorsed by NPIU was received from SPFU, AP.
2. Guidelines for International Travel under TEQIP-II was revised by NPIU and endorsed by MHRD, Government of India vide letter dated 23<sup>rd</sup> September, 2014.
3. The request made to NPIU to rectify/correct the status of NBA Accreditation of the Programs being offered by the Institution as one of KPIs, sent to NPIU regarding NBA status. (Letter no. SVEC/TEQIP-II/2014-15, dated 17.09.2014, and mail dated: 27<sup>th</sup> September, 2014).
4. Good Governance Website up dates.

5. Soft copy of Hand book for Mentors and performance auditors.
6. Completion status of Internal, Statutory Finance Audit and Data & Performance Audits was sent to SPFU, AP on 28<sup>th</sup> August, 2014.
7. Revisions/Modifications in procurement plan as per the instructions of SPFU, AP and NPIU on PMSS.
8. The Principal, SVEC is authorized to incur expenditure of such project activities whose expenditure may exceed the permissible limits wherever necessary. However, such expenditure details shall be brought to the notice of Members of BoG at the next immediate BoG meeting for approval.

## **6.0 Ratifications:**

The members ratified the following:

1. Management letter submitted by the Principal, SVEC to Sagar Associates regarding Statutory Finance Audit observations of TEQIP-II. In this regard, ineligible amount of Rs. 6, 68, 714/- (Rs Six Lakh Sixty eight thousand seven hundred and fourteen only) and observations raised in the auditors preliminary report were ratified by the members of BoG.
2. A letter requesting NPIU to release 4<sup>th</sup> Installment of project fund.
3. Activity-wise expenditure details for the months of May, June, July, August and September submitted to SPFU,AP.
4. Monthly Financial Management Reports (FMRs) for the months of May, June, July, August and September submitted to SPFU, AP and as per the instructions of Assistant Director (Finance), SPFU, AP, monthly FMR of July, 2014 re-submitted with changes in suggestions/modifications.
5. Bank Reconciliation Statements (BRS) for the months of May, June, July, August and September submitted to SPFU,AP.
6. Quarterly FMRs for the period 1<sup>st</sup> April to 30<sup>th</sup> June, 2014 and 1<sup>st</sup> July to 30<sup>th</sup> September, 2014 submitted to SPFU, AP.
7. Financial Management Indicators (FMIs) for the period 1<sup>st</sup> April to 30<sup>th</sup> September, 2014 submitted to SPFU, AP.
8. e-FMR for the period 1<sup>st</sup> April to 30<sup>th</sup> September, 2014 as entered in e-FMR through TEQIP-MIS portal and hard copy of the same sent to SPFU, AP.

9. In the light of extension of the Project by NPIU, an Action plan for the period of July, 2014 to December, 2016 submitted to NPIU and SPFU, AP.
10. A letter requesting release of 4<sup>th</sup> Installment of the Project fund sent to NPIU through SPFU, AP.
11. Status of Key Performance Indicators (KPIs) of TEQIP-II project at the Institution submitted to NPIU and SPFU, AP.
12. 'Information on Supporting Students' regarding remediation of weak learners sent to SPFU, AP.
13. Disclosure Management Framework (DMF) as per NPIU pro-forma submitted to NPIU and SPFU, AP.

Implementation of the circular received from the Director (Administration), Department of Personnel Training, Government of India regarding the relaxation of the rule of submission of Boarding passes to claim Travelling Allowance for Government officials/for personnel on Government duties.

14. Ratified expenditure incurred over and above the allocated amounts in the categories of 'Faculty and Staff Development', 'Institutional Reforms' and 'Academic Support to Weak Students' as provided in item no.6.14.
15. Actual expenses of TA and accommodation charges shall be paid for members of faculty and staff attending programs organized by CII, IIT, Hyderabad, KITE-QEEE and at other Institutions nominated by the Institution.

## **7.0 Proposals**

1. The Strategic Plan of the Institution proposed was thoroughly discussed and members approved the strategic plan for the period of 2014-2019. Also, advised the Principal to continuously monitor the implementation of the Plan.
2. A detailed project report on these items have to be developed and presented in the ensuing Governing Body meeting.
3. A risk assessment and management procedure may be developed and put up in the ensuing Governing Body meeting.
4. The Institution shall prepare to obtain accreditation by ABET in the next three years.
5. A comprehensive evaluation system of Head of Institution shall be evolved and proposed in the next Governing Body meeting.

6. The Annual report is approved and shall be presented on Institution website.
7. An independent committee with external members chaired by the Chairman of the Governing Body shall look into induction of new members from the academic year 2015-2016 and also Management capacity building for the existing members shall be devised.
8. The register of interests of the members of Governing Body shall be recorded from the ensuing meeting.
9. A brochure with complete details of admissions of all the programs of the Institution shall be prepared and put up for approval in the next Governing Body meeting.

#### **8.0 Suggestions:**

The Hon'ble Members of the Governing Body made the following suggestions:

- To organize Mohana Mantra every year with renewed interest and innovative approach.
- To lay more emphasis more on research activities and research projects.
- To plan internships of the students in industries.
- To prepare the College for outcome based education and quality accreditation by NBA.
- To continue conducting all the planned activities meticulously to meet the TEQIP-II Key Performance Indicators (KPIs).

The 10<sup>th</sup> Meeting of the Governing Body concluded with thanks to the Members.

  
(Dr. P. C. KRISHNAMACHARY)  
Member Secretary