





ADMINISTRATIVE COMMITTEE MEETING
2018-A3 OF KAKATIYA INSTITUTE OF TECHNOLOGY & SCIENCE,
WARANGAL HELD AT 10.30 AM ON 17.09.2018
AT INSTITUTE CAMPUS.

MEMBERS:

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| 1. Dr. A.Murthy Raju garu | ... | Chairman |  |
| 2. Capt.V.Lakshmikantha Rao garu
Secretary & Correspondent | ... | Convener | 
17/9/18 |
| 3. Sri P. Narayan Reddy garu
Treasurer | ... | Member |  |
| 4. Prof.K.Ashoka Reddy garu
Principal | ... | Member |  |

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MINUTES OF THE 2018-A3 MEETING OF THE ADMINISTRATIVE COMMITTEE OF KAKATIYA INSTITUTE OF TECHNOLOGY AND SCIENCE, WARANGAL, HELD ON 17.09.2018 AT 10.30 AM IN THE BOARD ROOM OF THE INSTITUTE.

The 2018-A3 meeting of the Administrative Committee was held in the Board Room of the Institute on 17.09.2018 at 10.30 AM. The following members were present.

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| 1. Dr. A.Murthy Raju garu | ... | Chairman |
| 2. Capt.V.Lakshmikantha Rao garu
Secretary & Correspondent | ... | Convener |
| 3. Sri P. Narayan Reddy garu
Treasurer | ... | Member |
| 4. Dr.K. Ashoka Reggy garu
Principal | ... | Member |

The Principal extended a warm welcome to the Hon'ble Chairman and the members of Administrative Committee and expressed gratitude for their presence and continuous guidance in running the Institute effectively.

2018-A3-1	To confirm the minutes of 2018-A1 & 2018-A2 meeting of the Administrative Committee held on 02.03.2018 & 09.03.2018
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The minutes of the 2018-A and 2018-A2 meeting of the Administrative Committee were circulated to the Chairman and all the members. The Institute has not received any comments on the minutes that were circulated to the members. Hence, the minutes may be taken as confirmed.

2018-A3-2	The action taken report on the resolutions adopted in 2018- A1 & 2018-A2 meeting of Administrative Committee.
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Resolution: 2018-A3-3

The Administrative Committee noted the action taken report of the resolutions adopted in the 2018-A1, 2018-A2 meeting of the Administrative Committee

2018-A3-3	To note the list of employees Superannuated and superannuating (both teaching and non teaching) during the calendar year 2018
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The following (1 to 6) employees of the Institute are superannuated and (7 to 13) are superannuating during the calendar year 2018 after attaining the age of superannuation during the months mentioned against their names.

- (i) Non-teaching Staff (Age of Superannuation 58 Years/*60 Years)
- (ii) Teaching staff age of superannuation is 60 years

Sl. No	Name of the Staff	Designation	Department	Date of Birth	Date of Superannuation
1	R. Saraiah	Attender*	ECE Dept	02.03.1958	31.03.2018
2	Md. Shaik Ali	Driver	Accounts	02.04.1960	30.04.2018
3	D. Babu Rao	Mech.	Mech. Engg	01.06.1960	31.05.2018
4	E. Saraiah Jr.	Attender*	PSS Dept	12.05.1958	31.05.2018
5	Dr.P.S.Ramachandra Rao	Professor**	M & H Dept	04.06.1958	30.06.2018
6	R. Veeresha Lingam	Attender*	Project Office	26.06.1958	30.06.2018
7	J. Rajamouli	Attender*	Academic	06.09.1958	30.09.2018
8	Md. Jani Pasha	Unquali. Mech	ECE Dept	15.09.1960	30.09.2018
9	Dr.K.V.V.Seshagiri Rao	Professor**	M & H Dept	02.10.1958	31.10.2018
10	Dr.A.Srihari Rao	Professor**	M & H Dept	06.10.1958	31.10.2018
11	T. Sambaiah	Attender*	Accounts	10.10.1958	31.10.2018
12	V. Radha Devi	Sr. Asst.	Estt. Sect	05.10.1960	31.10.2018
13	R. Srinivasulu	APO	Project Office	03.11.1960	30.11.2018

*Class IV Staff. ** Teaching Staff

The Administrative Committee is requested to note the superannuation of the Staff of the Institute as stated above.

Resolution: 2018-A3-3

The Administrative Committee noted the superannuation of the staff of the Institute during the calendar year 2018.

2018-A3-4	To note the action taken by the Secretary & Correspondent in sanctioning lien for a period of one year to Dr. P.Suresh Kumar, Asst. Professor in CSE Department to pursue post doctoral work at USA
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Resolution: 2018-A3-4

The Administrative Committee noted and ratified the action taken by the Secretary & Correspondent in sanctioning lien to Dr. P. Suresh Kumar, Asst. Professor in Computer Science & Engineering Department of the Institute for a period of one year from 22.03.2018 to 21.03.2019.

2018-A3-5	To note the action taken by the Secretary & Correspondent in relieving two regular faculty (i) Dr. Manju Bala Bisi, Asst. Professor in CSE Dept & (ii) Sri E.Maheshwar Reddy, Asst. Prof. in Civil Engg.Dept.
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Resolution: 2018-A3-5

The Administrative Committee noted and ratified the action taken by the Secretary & Correspondent in relieving two regular faculty Dr. Manjubala Bisi, Asst. Professor in CSE Department and Sri E. Maheshwar Reddy, Assistant Professor in Civil Engineering Department.

2018-A3-6	To note the NBA accreditation to the courses of CSE, ECE and E& I Programs for a period of three years.
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Resolution: 2018-A3-6

The Administrative Committee noted the accreditation of three programs CSE, E&IE and ECE for three academic years i.e, from 2017-18, 2018-19 and 2019-2020 i.e, (up to 30.06.2020)

2018-A3-7	To note the admission status in to the I Year B.Tech., M.Tech. and MBA courses during the current Academic Year 2018-19
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The following are the details of the admissions of I year of B. Tech., M. Tech. and MBA programs for the current academic year 2018-19.

B.TECH. PROGRAM DURING THE ACADEMIC YEAR 2018-19

S N o	Branch	Intake	Total No. of students admitted	Intake in Category-A	No. of students admitted	Intake in Category-B	No. of students admitted	Vacancy position
1	Civil Engg.	120	120	84	84	36	36	0
2	Mech.Engg.	180	172	126	118	54	54	8
3	E & I Engg.	60	54	42	36	18	18	6
4	C.S.E.	180	180	126	126	54	54	0
5	E.E.E.	120	120	84	84	36	36	0
6	E.C.E.	180	180	126	126	54	54	0
7	I.T.	60	60	42	42	18	18	0
	Total	900	886	630	616	270	270	14

II-YEAR B.TECH. (Lateral Entry) DURING THE ACADEMIC YEAR 2018-19

S. No	Branch	Intake	No. of students admitted	Vacancy position
1	Civil Engg.	24	24	0
2	Mech. Engg.	36	40*	0
3	E & I Engg.	12	10	2
4	C.S.E.	36	36	0
5	E.E.E.	24	24	0
6	E.C.E.	36	36	0
7	I.T.	12	6	6
	Total	180	176	8

* Indicates vacant seats of previous EAMCET filled during the current Academic year

M.TECH. PROGRAM DURING THE ACADEMIC YEAR 2018-19

S. No.	Branch	Intake	Total No. of students admitted	Intake in Category-A	No. of students admitted	Intake in Category-B	No. of students admitted	Vacancy position
1	S & C	24	24	17	17	7	7	0
2	DE	24	18	17	14	7	4	6
3	DC	25	18	18	14	7	4	7
4	SE	36	25	25	20	11	5	11
5	VLSI&ES	18	15	13	10	5	5	3
6	PE	18	18	13	13	5	5	0
	Total	145	118	103	88	42	30	27

M.B.A. PROGRAM DURING THE ACADEMIC YEAR 2018-19

S. No.	Branch	Intake	Total No. of students admitted	Intake in Category-A	No.of students admitted	Intake in Category-B	No.of students admitted	Vacancy position
1	MBA	60	60	42	42	18	18	--

The Administrative Committee is requested to note the admission status of intake into UG & PG Programs for the current academic year 2018-19

Resolution: 2018-A3-7

The Administrative Committee noted the admission status of intake into UG & PG Programs for the current academic year 2018-19

2018-A3-8	To note the visit of the Kakatiya University Expert team to the affiliation for B.Tech., M.Tech and MBA programs for the current year 2018-19 (28.05.2018)
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Resolution: 2018-A3-8

The Administrative Committee noted the extension of temporary affiliation to the B.Tech., M.Tech., and MBA programs of the Institute for the academic year 2018-19.

2018-A3-9	To note the proposed visit of the NAAC Peer team to assess the suitability of NAAC accreditation to the Institute.
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Resolution: 2018-A3-9

The Administrative Committee noted the proposed NAAC peer team visit scheduled during 28th - 29th September, 2018 for assessing the suitability for according NAAC accreditation to the Institute.

2018-A3-10	To note the detention of the students due to shortage of attendance (in II,IV,VI &VIII Semesters) for the academic year 2017-18
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Resolution: 2018-A3-10

The Administrative Committee noted the detention of students due to backlog subjects for the academic year 2017-18.

2018-A3-11	To note and ratify action taken by the Secretary & Correspondent in relieving Dr. P. Venkateswara Rao from the duties of the I/c. Principal
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Resolution: 2018-A3-11

The Administrative Committee noted and ratified the action taken by the Secretary & Correspondent the relieving of Dr. P. Venkateswara Rao, as I/c. Principal of the Institute.

2018-A3-12	To note and ratify the action taken by the Secretary & Correspondent in relieving of Dr. Y. Manohar Director from duties as Director and appointment as Advisor of the Institute.
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Resolution: 2018-A3-12

The Administrative Committee noted and ratified the action taken by the Secretary & Correspondent in relieving Dr. Y. Manohar, as the Director of the Institute and appointing him as the Adviser of the Institute.

2018-A3-13	To note and ratify the appointment of Dr. K. Ashoka Reddy, as officiating Principal w.e.f. 18.07.2018 onwards.
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Resolution: 2018-A3-13

The Administrative Committee noted the appointment of Dr. K. Ashoka Reddy, Professor in ECE Department as Officiating Principal of the Institute and the action taken by the Secretary & Correspondent in appointing Dr. K. Ashoka Reddy as Principal is ratified.

2018-A3-14	To note the results of Even Semesters (i.e, II,IV,VI & VIII Semesters) for the academic year 2017-18.
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Resolution: 2018-A3-14

The Administrative Committee noted the results for the Academic Year 2017-18 and the committee expressed its satisfaction on the performance of the students in the examinations.

2018-A3-15	To note the placements status for the academic year 2017-18 and 2018-19.
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Resolution: 2018-A3-15

The Administrative Committee noted the placement status for the academic year 2017-18 (351 placements up to 15.09.2018) and the current year 2018-19 up to 31st August, 2018

2018-A3-16	To note the initiation of Writ Petition No. 25810/2018 in the Hon'ble High Court of judicature by a group of 20 superannuated employees with regards to payment of Gratuity from the date of joining duty instead of 03.04.1997.
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Resolution: 2018-A3-16

The Administrative Committee noted the initiation of the Writ Petition No. 25810/2018 by a group of 20 superannuated employees of the institute and ratified the action taken by the Secretary & Correspondent in appointing Sri G. Tarun Reddy, Advocate to appear and defend the case.

2018-A3-17	To note the progress of Clean & Green program in the Institute.
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Resolution: 2018-A3-17

The Administrative Committee noted the maintenance of Clean & Green in the Institute

2018-A3-18	To note the construction status of block -VI
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Resolution: 2018-A3-18

The Administrative Committee noted the construction status of block -VI of the Institute and expressed its satisfaction about its progress in the construction.

2018-A3-19	To note the progress on construction of Auditorium and Canteen building in the Institute
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Resolution: 2018-A3-19

The Administrative Committee noted the status of construction of Canteen building and Auditorium in the Institute Campus.

2018-A3-20	To note the revision of syllabus as per AICTE revised rules and regulations (released in January, 2018) from the academic year 2018-19 onwards
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Resolution: 2018-A3-20

The Administrative Committee noted the revision of curriculum as per AICTE revised model curriculum (released in January, 2018) and implementation of the same from the academic year 2018-19 to students admitted into I year B.Tech. Program.

2018-A3-21	To note the conduction of Induction program as per the AICTE guidelines for the B.Tech I Year students of 2018-19 batch.
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Resolution: 2018-A3-21

The Administrative Committee noted the AICTE mandated induction program conducted by the Institute to the students admitted into B.Tech. I Year program during the academic year 2018-19

2018-A3-22	To note the conduction of IQAC meeting of the Institute on 15.09.2018
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Resolution: 2018-A3-22

The Administrative Committee noted the conduction of the first meeting of IQAC of the Institute held on 15.09.2018.

The Principal appraised the following to the Administrative Committee:

- Conduction of National Conference on “Evolution of World Class Technical Institutions – Issues & Concerns (EWCTI 2018)”, by National Institute of Technology, Warangal during 10th -12th October, 2018 and requested the Members, to depute faculty to the above program.
- About a book authored by **Dr. M. Andal**, Associate Professor, Civil Engineering titled “Strength of Materials, Fundamentals and Applications” published by Cambridge University Press and later Chairman and the members released a copy of the book.

The meeting concluded with profound vote of thanks to the Chairman and the Members of the Administrative Committee.

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