

**MINUTES OF THE 2020-A1 MEETING OF THE ADMINISTRATIVE COMMITTEE OF KAKATIYA INSTITUTE OF TECHNOLOGY & SCIENCE, WARANGAL HELD ON 12.05.2020 AT 4.30 PM IN THE BOARD ROOM OF THE INSTITUTE.**

The 2020-A1 meeting of the Administrative Committee was held in the Board Room of the Institute on 12.05.2020 at 4.30 PM. The following members were present.

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| 1. Dr. A. Murthy Raju                                     | ... | ..  | Chairman |
| 2. Capt. V.Lakshmikantha Rao<br>Secretary & Correspondent | ... | ... | Convener |
| 3. Sri P. Narayana Reddy<br>Treasurer                     | ... | ..  | Member   |
| 4. Prof. K.Ashoka Reddy<br>Principal                      | ... | ..  | Member   |

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

2020-A1-1	To confirm the minutes of 2019-A3 meeting of the Administrative Committee held on 11.11.2019
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The minutes of the 2019-A3 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.

2020-A1-2	The action taken report on the resolutions adopted in 2019- A3 meeting of Administrative Committee.
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2019-A3-3	To approve the audited Balance Sheet for the Financial Year 2018-19 and to recommend to the Governing Body for its approval.
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**Resolution:**

***2019-A3-R3: The Administrative Committee noted the Audited Balance Sheet for the Financial Year 2018-19 along with its notes and requested to recommend to the Governing Body for its approval.***

**Action: *The Audited Balance Sheet for the Financial Year 2018-19 along with its notes placed before the Governing Body for its approval.***

2019-A3-4	To note the visit of NBA expert team during 4- 6 October, 2019 for accreditation of CE, ME, EEE and IT Departments.
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**Resolution:**

***2019-A3-R4:*** The Administrative Committee noted the visit of the NBA expert team to the Institute and the opinion expressed in the exit meeting held on 6<sup>th</sup> October, 2019. Further the Administrative Committee instructed the Principal to circulate the summary of exit meeting in terms of "SWOC" to all the faculty.

**Action:** The principal of the Institute has circulated the summary of exit meeting in terms of "SWOC" to all the faculty.

2019-A3-5	To note the superannuation of Dr. K.V.Raghubabu, Professor & Head, PSS Department on 30.09.2019.
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**Resolution:**

***2019-A3-R5:*** The Administrative Committee noted the superannuation of Dr.K.V.Raghubabu, Professor & Head, Physical Sciences Department on 30.09.2019 and ratified the action taken by the Secretary & Correspondent in relieving Dr. K.V.Raghubabu.

**Action:** Noted

2019-A3-6	To note and ratify the action taken by the Secretary & Correspondent in relieving the regular faculty members upon their resignation.
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**Resolution**

**2019-A3-R6:**

*The Administrative Committee noted the resignations of the faculty and the action taken by the Secretary & Correspondent in relieving them is ratified.*

**Action: Noted**

2019-A3-7	To note and ratify the action taken by the Secretary & Correspondent in changing the Heads of Departments of ECE, EEE, CSE and PS
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**Resolution:**

**2019-A3-R7:** *The Administrative Committee noted the change of Heads of Departments of ECE, EEE, CSE and PS and the action taken by the Secretary & Correspondent is ratified.*

<b><i>Sl.No</i></b>	<b><i>Department</i></b>	<b><i>Head of the Dept</i></b>	<b><i>Charge taken on</i></b>
<b><i>1</i></b>	<b><i>ECE</i></b>	<b><i>Dr.B.Ramadevi</i></b>	<b><i>01.11.2019</i></b>
<b><i>2</i></b>	<b><i>EEE</i></b>	<b><i>Dr.C.Venkatesh</i></b>	<b><i>02.05.2019</i></b>
<b><i>3</i></b>	<b><i>CSE</i></b>	<b><i>Dr.V.Shankar</i></b>	<b><i>01.11.2019</i></b>
<b><i>4</i></b>	<b><i>PS</i></b>	<b><i>Dr.T.Madhukar Reddy</i></b>	<b><i>01.10.2019</i></b>

**Action: Noted**

2019-A3-8	To note and ratify the action taken by the Secretary & Correspondent in nominating Dr.G.Rajendra Naik Associate Professor Dept. of EEE as Additional Controller of Examinations.
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**Resolution:**

***2019-A3-R8: The Administrative Committee noted the nomination of Dr. G. Rajendra Naik, as Additional Controller of Examinations and the action taken by the Secretary & Correspondent is ratified.***

**Action: Noted**

2019-A3-9	To ratify the action taken by the Secretary & Correspondent in appointing Dr. K.V.Raghubabu, Professor on temporary basis for the current Academic Year 2019-20.
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**Resolution:**

***2019-A3-R9: The Administrative Committee noted the appointment of Dr. K.V.Raghubabu as Professor on temporary basis in the Department of Physical Sciences with effect from 03.10.2019 and ratified the action taken by the Secretary & Correspondent.***

**Action: Noted**

2019-A3-10	To note the Placements status for the current year 2019-20 till date (5 <sup>th</sup> November, 2019)
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The status of placements for the current Academic Year 2019-20 (up to 5<sup>th</sup> November, 2019) has been appended herewith.

- No. of eligible/registered students for placements: 623
- No. of offers (2019-20) Up to 5<sup>th</sup> Nov. 2019 : 242
- Number of companies visited: 20
- Company wise/Branch wise offers are appended.

<b>Major Offers:</b>	
i) TCS Ninja:	111
ii) Mphasis :	53
iii) TCSCodeVita	09
iv) Vipro Talent Next	09

i) No. of Single offers ..	118
ii) NO. of Double offers ..	45
iii) No. of Tripple offers ..	08
iv) No. of Quadruplicate offers ..	00
v) No. of Five offers ..	02

<b><u>Up to 5<sup>th</sup> November 2019</u></b>	
• No. of offers:	242
• No. of students placed:	118

**Resolution:**

***2019-A1-R10: The Administrative Committee noted the number of students placed as of 5<sup>th</sup> November, 2019.***

- *No.of offers: 623*
- *No. of students placed 118*
- *No. of registered students 623*
- *No. of companies visited 20*

**Action: Noted**

2019-A3-11	To note the activities of the Department of Physical Education
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**Resolution:**

***2019-A3-R11: The Administrative Committee noted the activities of the Dept. of Physical Education.***

**Action: Noted**

2019-A3-12	To note the detention of students in the Odd semesters of III & V Semester B.Tech. due to shortage of attendance
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**Resolution:**

***2019-A3-R12: The Administrative Committee noted the detention of students of III and V Semesters for the academic year 2019-20 due to shortage of attendance.***

**B.Tech. III Semester (II-year students)**

Sl.No	Roll No.	Branch-Section	Name of the Student
1	B18CE053	Civil -I	Kummari Laxmana Sai Shiva Shankar
2	B18CE093	Civil - II	Vaibhav Reddy Palamakula
3	B19ME205L	Mech - III	Abudl Basith Muqeeth Abood Salim
4	B18CS073	CSE - II	Andapally Bhuvanasri
5	B18CS146	CSE - III	Mirza Wajid Ali Baig
6	B17EE047	EEE - I	Narmeta Dhanush Chandra

**B.Tech. V- Semester (III-year students)**

Sl.No	Roll No.	Branch-Section	Name of the Student
1	B17CE032	Civil -I	Durgam Mahesh Kumar
2	B18CS190L	CSE - I	Koduri Abhinay
3	B18CS200L	CSE - II	Avesha Nishad

**Action: Noted**

2019-A3-13	To note the status of candidates reported against regular appointments.
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The following table shows the list of candidates reported for duty Out of the selected candidates.

**Resolution:**

**2019-A3-R13:** *The Administrative Committee noted the status of reported candidates against regular appointments made during faculty recruitment drive conducted in June/July 2019.*

Sl. No	Department	Professor		Associate Professor		Assistant Professor	
		Selected	Reported on regular basis	Selected	Reported on regular basis	Selected	Reported on regular basis
1	CE	--	--	01	01	<b>04</b>	<b>03</b>
2	ME	--	--	02	02	04	04
3	ECE	--	--	03	03	02	02
4	EEE	02	02	03	03	04	04
5	CSE & IT	--	--	01	01	03	03
6	Physics	--	--	--	--	03	03
7	Chemistry	--	--	--	--	02	02
8	Maths	--	--	01	01	04	04
9	English	--	--	--	--	02	02
<b>Total</b>		<b>02</b>	<b>02</b>	<b>11</b>	<b>11</b>	<b>28</b>	<b>27</b>

**Action:** *Noted*



2019-A3-14	To apprise on Yoga Classes conducted for III Semester students of current academic year 2019-20.
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Around 350 students were trained during this period.

**Resolution:**

**2019-A3-R14:** *The Administrative Committee noted the conduct of the Yoga Classes at the Institute level from 29-08-2019 to 29-10-2019 to the students.*

Batch	Participants	From	To	Venue
Batch-I	Faculty & Staff	29-08-2019	07-09-2019	SH-1 (Music, Dance & Fine arts club room, Near KITSW Dispensary)
Batch-II	III Semester ME-I students & counselors	08-09-2019	14-09-2019	Auditorium
Batch-III	III Semester ME-II students & counselors	15-09-2019	21-09-2019	Auditorium
Batch-IV	III Semester ME-III students & counselors	22-09-2019	28-09-2019	Auditorium
Batch-V	III Semester CSE-I students & counselors	29-09-2019	05-10-2019	Auditorium
Batch-VI	III Semester CSE-II students & counselors	06-10-2019	12-10-2019	Auditorium
Batch-VII	III Semester CSE-III students & counselors	13-10-2019	19-10-2019	Auditorium
Batch-VIII	III Semester IT students & counselors	23-10-2019	29-10-2019	Auditorium

**Action:** *Noted*

2020-A1-3	To ratify the action taken by the Secretary & Correspondent in closing the Institute due to Corona 19 Virus, from 16.03.2020 as directed by the Govt. of India & Govt. of TS.
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***Resolution: 2020-A1-R3:*** *The Administrative Committee noted and ratified the action taken by the Secretary & Correspondent in closing the Institute from 16<sup>th</sup> March, 2020.*

2020-A1-4	To approve the Budget for the Financial Year 2020-21 and recommend to the Governing Body for its final approval
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***Resolution: 2020-A1-R4:*** *The Administrative Committee is requested to approve the Budget for the Financial Year 2020-21 and recommend the same to the Governing Body for its approval.*

2020-A1-5	To take note of the scholarships status for the Academic year 2019-20
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Sl. No.	Name of the Scholarship	No. of Students Applied	Total Tuition Fee Demand	Amount Sanctioned & Credited to Institute Account	Amount to be Sanctioned
1	SC (RTF) Renewal	291	2,99,39,700/-	2,93,48,500/-	5,91,200/-
	SC (RTF) Fresh	109	1,22,24,150/-	13,65,000/-	1,08,59,150/-
2	ST (RTF) Renewal	118	1,20,53,800/-	1,20,53,800/-	-Nil -
	ST(RTF) Fresh	56	64,76,050/-	6,30,000/-	58,46,050/-
3	BC(RTF) Renewal	772	3,68,46,000/-	-Nil -	3,68,46,000/-
	BC(RTF) Fresh	332	71,60,500/-	-Nil -	71,60,500/-
4	EBC (RTF) Renewal	190	12,39,6000/-	55,01,000/-	68,95,000/-
	EBC(RTF) Fresh	93	53,56,750/-	2,10,000/-	51,46,750/-
5	Minority (RTF) Renewal	105	94,50,700/-	-Nil-	94,50,700/-
	Minority (Fresh)	39	42,88,950/-	-Nil-	42,88,950/-
6	Disable (Fresh)	-Nil-	-Nil-	-Nil-	-Nil-
	Disable (Renewal)	02	70,000/-	-Nil-	70,000/-
<b>Total</b>		<b>2105</b>	<b>13,62,62,600/-</b>	<b>4,91,08,300/-</b>	<b>8,71,54,300/-</b>

***Resolution: 2020-A1-R5: The Administrative Committee noted the status of the scholarship amounts received and to be received for the Academic Year 2019-20 from the Government of Telangana State.***

2020-A1-6	To take note on the placement status for the present final year 2019-20 passed out batch
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***Resolution: 2020-A1-R6:*** The Administrative Committee noted the placement status of present 2019-20 passed out batch. (576 offers out of 624 registered) from 65 Companies.

2020-A1-7	To apprise progress on the construction of various buildings in the Institute.
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S No	Name of the building	Area
1	Canteen & Dining Hall Building-2 floors	13,473 sqft ( 1,251.92 sqmt )
2	Innovation & Incubation Center and Academic Building- BVII- 3 floors	42,461 sqft (3945.45 sqmt )
3	Convention Center 3 Floors	77,074 sqft ( 7,161.66 sqmt )
4	Boys Hostel Building-III 3 Floors	11,094 sqft (1,030.78 sqmt )
5	Stores & Project Office Building	4,131 sqft (383.88 sqmt )

- KUDA Development Charges Paid so far is Rs. 13,20,991/-
- Licensed Surveyor charges paid so far is Rs. 2,11,550/-
- Touch Map Charges for KITSW campus is Rs. 55,000/-
- Fire Permissions (provisional) applied and Fire Contractor Charges paid so far is Rs. 75,000/-
- Total expenditure incurred till date is approximately Rs. 16,62,541/-

***Resolution: 2020-A1-R7:*** The Administrative Committee noted the status on the construction of various buildings in the Institute Campus

2020-A1-8	To ratify the action taken by the Secretary & Correspondent in paying 70% salaries to the employees of the Institute from April 2020 as a temporary measure.
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***Resolution: 2020-A1-R8: The Administrative Committee noted and ratified the action taken by the Secretary & Correspondent in paying 70% of the salaries to the employees with effect from April, 2020.***

2020-A1-9	Any other item with the permission of Chair
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The meeting concluded with profound vote of thanks by Dr. K. Ashoka Reddy, to the Chairman and the Members of the Administrative Committee.

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