



SRK INSTITUTE OF TECHNOLOGY
Enikepadu, Vijayawada 521108
Approved by AICTE, Affiliated to JNTUK, Kakinada
(ISO 9001:2008 Certified Institution)

Date: 20.06.2015

CIRCULAR

It is here by informed to all the staff and students of SRK Institute of Technology that the college has reconstituted **College Academic Committee (CAC)** under the leadership of

Dr. S. Sri Gowri, professor ECE Dept.

The CAC Members are as follows:

| S No | Name | Designation | Designation |
|------|--------------------------|--|--------------|
| 1 | Dr. K. Bala Showry | Principal | Chair Person |
| 2 | Dr. S. Sri Gowri | Professor & HOD (ECE, EEE) | Coordinator |
| 3 | Sri. B. S. Sri Krishna | Secretary | Management |
| 4 | Dr. D. Haritha | Professor & HOD (CSE, MCA) | Member |
| 5 | Dr. N. Sri Devi | Asst. Professor & HOD (S&H) | Member |
| 6 | Dr .T. Satyanarayana | Professor& HOD (CE) | Member |
| 7 | Dr. P. Danaiah | Asst. Professor &HOD (ME) | Member |
| 8 | Mr. CH. Rajendra Babu | Asst. Professor & HOD (IT) | Member |
| 9 | Dr. N. Subramanyam | Professor & HOD (MBA) | Member |
| 10 | Mr D.V. Subba Rao | In-charge of Examinations | Member |
| 11 | Mr. K. Madhav | Placement Officer | Member |
| 12 | Mr. M.Satya Kanth | Librarian | Member |
| 13 | Mr. J. Sai Sudheer Kumar | NSS Program Officer | Member |
| 14 | Mr. G. Rama Rao Naidu | Administrative Officer | Member |
| 15 | Mr.K. Ashok | Accounts | Member |
| 16 | Mr. S. Krishna Rao | CEO of Info Park Software Technologies | Industry |



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The CAC responsibilities are:

1. Preparing the academic calendar inclusive of schedules for seminars/workshops/conferences, certification programs, campus trainings and extra-curricular activities.
2. Ensuring academic success and holistic development of the students.
3. Sustaining and promoting the quality of teaching by encouraging the staff to attend the Faculty Development Programs.
4. Promoting research and extension activities in the institute.

J. Lakshay
PRINCIPAL

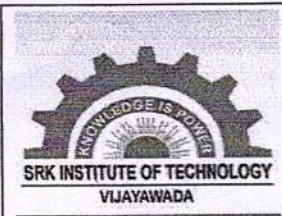
Copy to:

Hon'ble Chairman
CAC Co-ordinator
All HoDs
Individual Committee Members



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| 1 | Dr. K. Bala Showry | Principal | Chair Person | <i>K. Bala Showry</i> |
| 2 | Dr. S. Sri Gowri | Professor & HOD (ECE, EEE) | Coordinator | <i>S. Sri Gowri</i> |
| 3 | Sri. B. S. Sri Krishna | Secretary | Management | <i>B. S. Sri Krishna</i> |
| 4 | Dr. D. Haritha | Professor & HOD (CSE, MCA) | Member | <i>D. Haritha</i> |
| 5 | Dr. N. Sri Devi | Asst. Professor & HOD (S&H) | Member | <i>N. Sri Devi</i> |
| 6 | Dr. T. Satyanarayana | Professor & HOD (CE) | Member | <i>T. Satyanarayana</i> |
| 7 | Dr. P. Danaiah | Asst. Professor & HOD (ME) | Member | <i>P. Danaiah</i> |
| 8 | Mr. CH. Rajendra Babu | Asst. Professor & HOD (IT) | Member | <i>CH. Rajendra Babu</i> |
| 9 | Dr. N. Subramanyam | Professor & HOD (MBA) | Member | <i>N. Subramanyam</i> |
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| 11 | Mr. K. Madhav | Placement Officer | Member | <i>K. Madhav</i> |
| 12 | Mr. M.Satya Kanth | Librarian | Member | <i>M. Satya Kanth</i> |
| 13 | Mr. J. Sai Sudheer Kumar | NSS Program Officer | Member | <i>J. Sai Sudheer Kumar</i> |
| 14 | Mr. G. Rama Rao Naidu | Administrative Officer | Member | <i>G. Rama Rao Naidu</i> |
| 15 | Mr.K. Ashok | Accounts | Member | <i>K. Ashok</i> |
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Date: 25.06.2015

CIRCULAR

The meeting of College Academic Committee (CAC) for the Academic Year 2015-16 is scheduled on 06.07.2015 at 02.00 P.M. at Principal's chamber to discuss the following issues:

AGENDA:

- a. To record the acceptance of nominated members of CAC.
- b. To discuss the electives.
- c. To decide mentor allotment for supporting and guiding the students.
- d. To identify the certificate programs for filling the gap between industry and academics.
- e. To plan FDPs for enhancing the teaching learning methodologies of the faculty.
- f. To identify the seminars/workshops/conferences that needs to be organized.
- g. To discuss allotment of Merit Scholarship to the eligible students.
- h. Any other relevant points with the permission of the chair.

All members of CAC are requested to attend the meeting.

S. Sri Gowri
COORDINATOR

To,

All Members of CAC

Copy to:

Hon'ble Chairman.

Principal



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|------|--------------------------|--|--------------|----------------------|
| 1 | Dr. K. Bala Showry | Principal | Chair Person | 1/c T. Lakshy |
| 2 | Dr. S. Sri Gowri | Professor & HOD (ECE, EEE) | Coordinator | S. Sri Gowri |
| 3 | Sri. B. S. Sri Krishna | Secretary | Management | B.S. Sri Krishna |
| 4 | Dr. D. Haritha | Professor & HOD (CSE, MCA) | Member | D. Haritha |
| 5 | Dr. N. Sri Devi | Asst. Professor & HOD (S&H) | Member | N. Sri Devi |
| 6 | Dr. T. Satyanarayana | Professor & HOD (CE) | Member | T. Satyanarayana |
| 7 | Dr. P. Danaiah | Asst. Professor & HOD (ME) | Member | P. Danaiah |
| 8 | Mr. CH. Rajendra Babu | Asst. Professor & HOD (IT) | Member | CH. Rajendra Babu |
| 9 | Dr. N. Subramanyam | Professor & HOD (MBA) | Member | N. Subramanyam |
| 10 | Mr D.V. Subba Rao | In-charge of Examinations | Member | D.V. Subba Rao |
| 11 | Mr. K. Madhav | Placement Officer | Member | K. Madhav |
| 12 | Mr. M. Satya Kanth | Librarian | Member | M. Satya Kanth |
| 13 | Mr. J. Sai Sudheer Kumar | NSS Program Officer | Member | J. Sai Sudheer Kumar |
| 14 | Mr. G. Rama Rao Naidu | Administrative Officer | Member | G. Rama Rao Naidu |
| 15 | Mr. K. Ashok | Accounts | Member | K. Ashok |
| 16 | Mr. S. Krishna Rao | CEO of Info Park Software Technologies | Industry | S. Krishna Rao |



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Date: 10.07.2015

Minutes of Meeting

The College Academic Committee Meeting was held on 06.07.2015 at 02.00 P.M. at Principal's chamber. The following members were present during the meeting:

| S No | Name | Designation | Designation | Signature |
|------|--------------------------|--|--------------|----------------------|
| 1 | Dr. K. Bala Showry | Principal | Chair Person | Dr. K. Bala Showry |
| 2 | Dr. S. Sri Gowri | Professor & HOD (ECE, EEE) | Coordinator | S. Sri Gowri |
| 3 | Sri. B. S. Sri Krishna | Secretary | Management | B. S. Sri Krishna |
| 4 | Dr. D. Haritha | Professor & HOD (CSE, MCA) | Member | D. Haritha |
| 5 | Dr. N. Sri Devi | Asst. Professor & HOD (S&H) | Member | N. Sri Devi |
| 6 | Dr. T. Satyanarayana | Professor & HOD (CE) | Member | T. Satyanarayana |
| 7 | Dr. P. Danaiah | Asst. Professor & HOD (ME) | Member | P. Danaiah |
| 8 | Mr. CH. Rajendra Babu | Asst. Professor & HOD (IT) | Member | CH. Rajendra Babu |
| 9 | Dr. N. Subramanyam | Professor & HOD (MBA) | Member | N. Subramanyam |
| 10 | Mr D.V. Subba Rao | In-charge of Examinations | Member | D.V. Subba Rao |
| 11 | Mr. K. Madhav | Placement Officer | Member | K. Madhav |
| 12 | Mr. M. Satya Kanth | Librarian | Member | M. Satya Kanth |
| 13 | Mr. J. Sai Sudheer Kumar | NSS Program Officer | Member | J. Sai Sudheer Kumar |
| 14 | Mr. G. Rama Rao Naidu | Administrative Officer | Member | G. Rama Rao Naidu |
| 15 | Mr. K. Ashok | Accounts | Member | K. Ashok |
| 16 | Mr. S. Krishna Rao | CEO of Info Park Software Technologies | Industry | S. Krishna Rao |

At the outset, the Chairperson started the meeting by welcoming all the members. The Chairperson informed that the CAC has been reconstituted with a larger objective to make the institute as one of the best in the state. It aims to adopt measures for quality enhancement through internalization of quality culture and institutionalization of best practices. Thereafter the coordinator implemented the agenda for the meeting.



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- During the meeting, it was informed that all members have accepted to continue as members for the academic year 2015-16 and their acceptance was filed.
- The Chairperson instructed all the heads of the departments to collect the choice of electives from the students for the even semester for the academic year 2015-16. All the heads of the departments submitted the opted list of electives for the odd semester.
- It was decided to allot a mentor for each 20 students to monitor their holistic performance.
- All the heads of the departments are requested to take initiation for conduction of FDPs for this academic year 2015-16.
- The Chairperson requested the heads of the departments to enhance the student skill set by organizing seminars/workshops/conferences.
- The Chairperson requested the heads of the departments to list out all the eligible 2012 admitted students for "Special Scholarship for Engineering Student" scheme as it offers financial support to the meritorious students.
- The Chairperson announced a new Scholarship Scheme named Sir M. Visvesvaraya Scheme for Support of Academic Excellence for the final year students to meet the expenses like books/procuring online competitive examination resources or skill oriented certification courses. The constraint for final year students with 65% till pre final year and who are not availing any other SRK Foundation scholarship are eligible for an amount of Rs thousand to promote academic excellence.

The meeting ended with the vote of thanks proposed by Dr. S. Sri Gowri, the CAC Coordinator.

The Minutes are issued with the approval of the Chairperson.

S. Sri Gowri
CO-ORDINATOR



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Date: 26.12.2015

CIRCULAR

The meeting of the College Academic Committee for the Academic Year 2015-16 is scheduled on 28.12.2015 at 2.00 P.M at the Principal's chamber to discuss on the following agenda:

AGENDA:

- (a) To review and confirm the agenda of previous meeting
- (b) To discuss on the electives.
- (c) To discuss on the projects.
- (d) To discuss on NSS Activities.
- (e) To conduct alumni meet.
- (f) To discuss on collaborative activities
- (g) To plan for certificate program, CRT and a few soft skill activities.
- (h) Any other points with the permission of the chair.

All members of CAC are requested to attend the meeting.

S. Sri Gowri
CO-ORDINATOR

TO,

All Members of CAC

Copy to:
Hon'ble Chairman
Principal



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|------|--------------------------|--|--------------|-----------------------------|
| 1 | Dr. K. Bala Showry | Principal | Chair Person | <i>K. Bala Showry</i> |
| 2 | Dr. S. Sri Gowri | Professor & HOD (ECE, EEE) | Coordinator | <i>S. Sri Gowri</i> |
| 3 | Sri. B. S. Sri Krishna | Secretary | Management | <i>B. S. Sri Krishna</i> |
| 4 | Dr. D. Haritha | Professor & HOD (CSE, MCA) | Member | <i>D. Haritha</i> |
| 5 | Dr. N. Sri Devi | Asst. Professor & HOD (S&H) | Member | <i>N. Sri Devi</i> |
| 6 | Dr. T. Satyanarayana | Professor & HOD (CE) | Member | <i>T. Satyanarayana</i> |
| 7 | Dr. P. Danaiah | Asst. Professor & HOD (ME) | Member | <i>P. Danaiah</i> |
| 8 | Mr. CH. Rajendra Babu | Asst. Professor & HOD (IT) | Member | <i>CH. Rajendra Babu</i> |
| 9 | Dr. N. Subramanyam | Professor & HOD (MBA) | Member | <i>N. Subramanyam</i> |
| 10 | Mr D.V. Subba Rao | In-charge of Examinations | Member | <i>D.V. Subba Rao</i> |
| 11 | Mr. K. Madhav | Placement Officer | Member | <i>K. Madhav</i> |
| 12 | Mr. M. Satya Kanth | Librarian | Member | <i>M. Satya Kanth</i> |
| 13 | Mr. J. Sai Sudheer Kumar | NSS Program Officer | Member | <i>J. Sai Sudheer Kumar</i> |
| 14 | Mr. G. Rama Rao Naidu | Administrative Officer | Member | <i>G. Rama Rao Naidu</i> |
| 15 | Mr. K. Ashok | Accounts | Member | <i>K. Ashok</i> |
| 16 | Mr. S. Krishna Rao | CEO of Info Park Software Technologies | Industry | <i>S. Krishna Rao</i> |



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Date: 11.01.2016

Minutes of Meeting

The CAC Meeting was held on 28.12.2015 at 02.00P.M. at Principal's chamber. Following members were present during the meeting:

| S No | Name | Designation | Designation | Signature |
|------|--------------------------|--|--------------|----------------------|
| 1 | Dr. K. Bala Showry | Principal | Chair Person | I/c T. Lakshy |
| 2 | Dr. S. Sri Gowri | Professor & HOD (ECE, EEE) | Coordinator | S. Sri Gowri |
| 3 | Sri. B. S. Sri Krishna | Secretary | Management | B. S. Sri Krishna |
| 4 | Dr. D. Haritha | Professor & HOD (CSE, MCA) | Member | D. Haritha |
| 5 | Dr. N. Sri Devi | Asst. Professor & HOD (S&H) | Member | N. Sri Devi |
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| 10 | Mr D.V. Subba Rao | In-charge of Examinations | Member | D.V. Subba Rao |
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| 13 | Mr. J. Sai Sudheer Kumar | NSS Program Officer | Member | J. Sai Sudheer Kumar |
| 14 | Mr. G. Rama Rao Naidu | Administrative Officer | Member | G. Rama Rao Naidu |
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At the outset, the coordinator welcomed all the members and commenced the meeting.

- The CAC coordinator read minutes of earlier meetings and the minutes were reviewed and approved by the members.
- The Chairperson requested all the heads of the departments to take the acceptance of electives from students for odd semester and discussed the scope for enhancing the student skill set.
- The meeting it was decided to enhance the quality of student skills by giving the projects from real time scenarios which should be inter disciplinary. All the heads of the departments are requested to submit their student's project details to Project Review Committee (PRC)
- It was decided that to make student ready for placements, training on CRT/soft skills is needed. With this the Chairperson requested to conduct CRT and soft skills training.
- The Chairperson suggested to organize more NSS activities.
- It was decided to conduct "Alumni Meet", and it was decided to conduct on last week of January 2016. It was also decided to collect the alumni feedback to improve the standards of the institution.

The meeting ended with the vote of thanks proposed by Dr. S. Sri Gowri, the CAC Coordinator.

The Minutes are issued with the approval of the Chairperson.

S-Sri Gowri
CO-ORDINATOR



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Date: 20.06.2016

CIRCULAR

It is here by informed to all the staff and students of SRK Institute of Technology that the **College Academic Committee (CAC)** has been reconstituted under the leadership of Dr. S. Sri Gowri, Professor, Department of ECE.

The CAC members are as follows:

| S No | Name | Designation | Designation |
|------|--------------------------|---------------------------------------|--------------|
| 1 | Dr. K. Bala Showry | Principal | Chair Person |
| 2 | Dr. S. SriGowri | Professor & HOD (ECE, EEE) | Coordinator |
| 3 | Sri. B. S. Sri Krishna | Secretary | Management |
| 4 | Dr. D. Haritha | Professor & HOD (CSE, MCA) | Member |
| 5 | Dr. A. Padmaja | Assoc. Professor & HOD (S&H) | Member |
| 6 | Dr .T. Satyanarayana | Professor& HOD (CE) | Member |
| 7 | Dr. N. Vinod Chowdary | Asst. Professor &HOD (ME) | Member |
| 8 | Mr. CH. Rajendra Babu | Asst. Professor & HOD (IT) | Member |
| 9 | Dr. N. Subramanyam | Professor & HOD (MBA) | Member |
| 10 | Mr D.V. Subba Rao | In-charge of Examinations | Member |
| 11 | Mr. T. Srinivas Rao | Placement Officer | Member |
| 12 | Mr.M. Satya Kanth | Library In-charge | Member |
| 13 | Mr. J. Sai Sudheer Kumar | NSS Program Officer | Member |
| 14 | Mr. B. Pratap | Administrative Officer | Member |
| 15 | Mr.K. Ashok | Accounts | Member |
| 16 | Mr. S. Krishna Rao | CEO of InfoPark Software Technologies | Industry |

The CAC responsibilities are as follows:

1. The CAC is responsible for preparation of academic calendar including tentative schedule of programmes like seminars, certification programs, add on trainings and campus training.
2. The CAC is responsible for academic success and also ensuring the personality



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development of the students and maintaining their satisfaction.

3. It strives to enhance the quality of teaching by encouraging the staff through Faculty Development Programs.
4. It promotes research and extension activities in the institute.
5. Encouraging collaboration with other academic institutes and industry.
6. Creating a conducive environment for development of entrepreneurship.

T. Lakshay
PRINCIPAL

Copy to:

Hon'ble Chairman

CAC Coordinator

All HoDs

Individual Committee Members



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| 11 | Mr. T. Srinivas Rao | Placement Officer | Member <i>T. Srinivas Rao</i> |
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Date: 20.06.2016

CIRCULAR

The meeting of the College Academic Committee (CAC) for the Academic Year 2016-17 is scheduled on 21.06.2016 at 3:00 P.M at Principal's chamber to discuss on the following agenda:

AGENDA:

- a. To record the acceptance of members of CAC.
- b. To identify the electives for the even semester.
- c. Mentor allotment
- d. To identify the FDPs.
- e. To identify the requisite certification programmes.
- f. To review NSS Activities.
- g. Planning for FDPs to enhance the teaching methodologies of the faculty.
- h. Planning for Merit Scholarship.
- i. To discuss MOUs.
- j. To discuss about Placements and CRT programs
- k. Any points with the permission of the chair.

All the members of CAC are requested to attend the meeting.

S-Sri Gowri
COORDINATOR

TO,
All Members of CAC
Copy to:
Hon'ble Chairman
Principal



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| 4 | Dr. D. Haritha | Professor & HOD (CSE, MCA) | Member | <i>D. Haritha</i> |
| 5 | Dr. A. Padmaja | Assoc. Professor & HOD (S&H) | Member | <i>A. Padmaja</i> |
| 6 | Dr. T. Satyanarayana | Professor & HOD (CE) | Member | <i>T. Satyanarayana</i> |
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| 10 | Mr D.V. Subba Rao | In-charge of Examinations | Member | <i>D. V. Subba Rao</i> |
| 11 | Mr. T. Srinivas Rao | Placement Officer | Member | <i>T. Srinivas Rao</i> |
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Date: 11.07.2016

Minutes of Meeting

The CAC meeting was held on 21.06.2016 at 3.00 P.M at Principal's chamber. The following members were present during the meeting:

| S No | Name | Designation | Designation | Signature |
|------|--------------------------|---------------------------------------|--------------|----------------------|
| 1 | Dr. K. Bala Showry | Principal | Chair Person | 1/C.T. Lab... |
| 2 | Dr. S. SriGowri | Professor & HOD (ECE, EEE) | Coordinator | S. Sri Gowri |
| 3 | Sri. B. S. Sri Krishna | Secretary | Management | B.S. Sri Krishna |
| 4 | Dr. D. Haritha | Professor & HOD (CSE, MCA) | Member | D. Haritha |
| 5 | Dr. A. Padmaja | Assoc. Professor & HOD (S&H) | Member | A. Padmaja |
| 6 | Dr. T. Satyanarayana | Professor & HOD (CE) | Member | T. Satyanarayana |
| 7 | Dr. N. Vinod Chowdary | Asst. Professor & HOD (ME) | Member | N. Vinod Chowdary |
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| 9 | Dr. N. Subramanyam | Professor & HOD (MBA) | Member | N. Subramanyam |
| 10 | Mr D.V. Subba Rao | In-charge of Examinations | Member | D.V. Subba Rao |
| 11 | Mr. T. Srinivas Rao | Placement Officer | Member | T. Srinivas Rao |
| 12 | Mr.M. Satya Kanth | Library In-charge | Member | M. Satya Kanth |
| 13 | Mr. J. Sai Sudheer Kumar | NSS Program Officer | Member | J. Sai Sudheer Kumar |
| 14 | Mr. B. Pratap | Administrative Officer | Member | B. Pratap |
| 15 | Mr.K. Ashok | Accounts | Member | K. Ashok |
| 16 | Mr. S. Krishna Rao | CEO of InfoPark Software Technologies | Industry | S. Krishna Rao |

At the outset, the Chairperson welcomed all members and commenced the meeting.

Resolutions:

- During the meeting, it was informed that all members have accepted to continue as members for the academic year 2016-17 and their acceptance was filed.
- During the meeting the CAC coordinator read minutes of earlier meetings and the minutes were reviewed and approved by the members.



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- The Chairperson suggested to all the heads of the departments to collect the choice of electives from the students for the next semester (even) for the academic year 2016-17.
- The heads of the departments submitted the respective opted list of electives for the odd semester.
- It was decided to allot a mentor for each 20 students to monitor their holistic performance.
- During the meeting, the heads of the different departments discussed and resolved to organizing workshops, certificate programs.
- The Chairperson suggested increasing the number of NSS activities. In this semester Blood Camp, Tree Plantation, Digital Literacy Camp etc were planned.
- All the heads of the departments were instructed to take initiation for conduction of FDPs for this semester. The coordinator suggested organizing FDPs for the newly recruited faculty.
- It was discussed on collaborative activities, and different companies for student benefit.
- The Chairperson advised all the heads of the departments to identify students who are eligible for the scholarship "Sir M. Visvesvaraya Scheme". This scholarship offers financial support to the meritorious students to fulfill their minimum needs.
- During the meeting the Training and Placement Officer read out all the activities that were taken for the students. He informed that the number of placements were fifty from all the departments for the academic year 2015-16.

The meeting ended with the vote of thanks proposed by Dr. S. Sri Gowri, the CAC Coordinator.

The Minutes are issued with the approval of the Chairperson.

S. Sri Gowri
CO-ORDINATOR



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Date: 19.12.2016

CIRCULAR

The meeting of the College Academic Committee (CAC) for the Academic Year 2016-17 is scheduled on 20.12.2016 at 2:00 P.M at Principal's chamber to discuss on the following points:

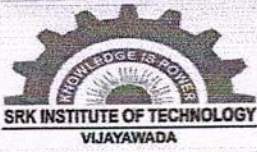
AGENDA:

- a. To identify the electives for the academic year 2016-17.
- b. To discuss on the major projects.
- c. To Campus placement training / and soft skill Activities
- d. To propose NSS Activities schedule.
- e. To discuss the conduction of FDPs
- f. To discuss the dates for conduction of alumni meet.
- g. Any points with the permission of the chair.

All members of CAC are requested to attend the meeting.

S. Sri Gowd
CO-ORDINATOR

To
All Members of CAC
Copy to:
Hon'ble Chairman
Principal



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| S No | Name | Designation | Designation | Signature |
|------|--------------------------|---------------------------------------|--------------|-----------------------------|
| 1 | Dr. K. Bala Showry | Principal | Chair Person | <i>K. Bala Showry</i> |
| 2 | Dr. S. SriGowri | Professor & HOD (ECE, EEE) | Coordinator | <i>S. Sri Gowri</i> |
| 3 | Sri. B. S. Sri Krishna | Secretary | Management | <i>B. S. Sri Krishna</i> |
| 4 | Dr. D. Haritha | Professor & HOD (CSE, MCA) | Member | <i>D. Haritha</i> |
| 5 | Dr. A. Padmaja | Assoc. Professor & HOD (S&H) | Member | <i>A. Padmaja</i> |
| 6 | Dr. T. Satyanarayana | Professor & HOD (CE) | Member | <i>T. Satyanarayana</i> |
| 7 | Dr. N. Vinod Chowdary | Asst. Professor & HOD (ME) | Member | <i>N. Vinod Chowdary</i> |
| 8 | Mr. CH. Rajendra Babu | Asst. Professor & HOD (IT) | Member | <i>CH. Rajendra Babu</i> |
| 9 | Dr. N. Subramanyam | Professor & HOD (MBA) | Member | <i>N. Subramanyam</i> |
| 10 | Mr D.V. Subba Rao | In-charge of Examinations | Member | <i>D.V. Subba Rao</i> |
| 11 | Mr. T. Srinivas Rao | Placement Officer | Member | <i>T. Srinivas Rao</i> |
| 12 | Mr.M. Satya Kanth | Library In-charge | Member | <i>M. Satya Kanth</i> |
| 13 | Mr. J. Sai Sudheer Kumar | NSS Program Officer | Member | <i>J. Sai Sudheer Kumar</i> |
| 14 | Mr. B. Pratap | Administrative Officer | Member | <i>B. Pratap</i> |
| 15 | Mr.K. Ashok | Accounts | Member | <i>K. Ashok</i> |
| 16 | Mr. S. Krishna Rao | CEO of InfoPark Software Technologies | Industry | <i>S. Krishna Rao</i> |



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Date: 10.01.2017

Minutes of Meeting

The CAC Meeting was held on 20.12.2016 at 2.00 P.M at Principal's chamber. The following members were present during the meeting:

| S No | Name | Designation | Designation | Signature |
|------|--------------------------|---------------------------------------|--------------|-----------------------------|
| 1 | Dr. K. Bala Showry | Principal | Chair Person | <i>K. Bala Showry</i> |
| 2 | Dr. S. Sri Gowri | Professor & HOD (ECE, EEE) | Coordinator | <i>S. Sri Gowri</i> |
| 3 | Sri. B. S. Sri Krishna | Secretary | Management | <i>B. S. Sri Krishna</i> |
| 4 | Dr. D. Haritha | Professor & HOD (CSE, MCA) | Member | <i>D. Haritha</i> |
| 5 | Dr. A. Padmaja | Assoc. Professor & HOD (S&H) | Member | <i>A. Padmaja</i> |
| 6 | Dr. T. Satyanarayana | Professor & HOD (CE) | Member | <i>T. Satyanarayana</i> |
| 7 | Dr. N. Vinod Chowdary | Asst. Professor & HOD (ME) | Member | <i>N. Vinod Chowdary</i> |
| 8 | Mr. CH. Rajendra Babu | Asst. Professor & HOD (IT) | Member | <i>CH. Rajendra Babu</i> |
| 9 | Dr. N. Subramanyam | Professor & HOD (MBA) | Member | <i>N. Subramanyam</i> |
| 10 | Mr D.V. Subba Rao | In-charge of Examinations | Member | <i>D.V. Subba Rao</i> |
| 11 | Mr. T. Srinivas Rao | Placement Officer | Member | <i>T. Srinivas Rao</i> |
| 12 | Mr.M. Satya Kanth | Library In-charge | Member | <i>M. Satya Kanth</i> |
| 13 | Mr. J. Sai Sudheer Kumar | NSS Program Officer | Member | <i>J. Sai Sudheer Kumar</i> |
| 14 | Mr. B. Pratap | Administrative Officer | Member | <i>B. Pratap</i> |
| 15 | Mr.K. Ashok | Accounts | Member | <i>K. Ashok</i> |
| 16 | Mr. S. Krishna Rao | CEO of InfoPark Software Technologies | Industry | <i>S. Krishna Rao</i> |

- At the outset, the Chairperson welcomed all the members present and commenced the meeting.
 - At the outset, the CAC coordinator read the minutes of the previous meeting. The minutes were reviewed and approved by the members.
 - During the meeting, the Chairperson requested all the HODs to take the acceptance of electives from students for odd Semester, all the HODs read out the opted list of electives for even semester and discussed the scope for enhancing the student skill set.
 - During the meeting, it was suggested that to enhance the quality of student skills inter-disciplinary projects are required. All the heads of departments are requested to submit



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their students' project details.

- During the meeting, the need to make student ready for placements some extra training on CRT/soft skills was identified.
- The Coordinator and all committee members appreciated the NSS coordinator for conducting the extension activities like Blood Camp, Vanam Kosam Manam, awareness program on Tree Plantation, Digital Literacy Camp, Energy Conservation Awareness Rally, Volunteer Services to ISKCON, Volunteer Services to Vijayawada Police Department as Pushkar Sevaks. The NSS coordinator also said that "Awareness on Social Evils and Cultural at Happy Sunday" programme was also planned.
- The committee members discussed and finalized a few Faculty Development Programs to improve the teaching methodologies of the faculty.
- During the meeting, the Chairperson suggested to conduct "Alumni Meet". It was resolved to conduct on the meet on the last week of January 2017.

The meeting ended with the vote of thanks proposed by Dr. S. Sri Gowri the CAC Coordinator.

The Minutes are issued with the approval of the Chairperson.

S. Sri Gowri
CO-ORDINATOR



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Date: 26.06.2017

CIRCULAR

It is here by informed to all the staff and students of SRK Institute of Technology that the institution has reconstituted the **College Academic Committee (CAC)** for the academic year 2017-18 under the leadership of Dr. S. Sri Gowri, Professor (ECE).

The CAC members are as follows:

| S No | Name | Designation | Designation |
|------|---------------------------|--|--------------|
| 1 | Dr. M. Ekambaram Naidu | Principal | Chair Person |
| 2 | Dr. S. Sri Gowri | Professor & HOD (ECE, EEE) | Coordinator |
| 3 | Sri. B. S. Sri Krishna | Secretary | Management |
| 4 | Dr. D. Haritha | Professor & HOD (CSE, MCA) | Member |
| 5 | Dr. A. Padmaja | Assoc. Professor & HOD (S&H) | Member |
| 6 | Dr .T. Satyanarayana | Professor& HOD (CE) | Member |
| 7 | Dr. A. Stanly Kumar | Asst. Professor &HOD (ME) | Member |
| 8 | Mr. CH. Rajendra Babu | Asst. Professor & HOD (IT) | Member |
| 9 | Dr. N. Subramanyam | Professor & HOD (MBA) | Member |
| 10 | Mr D.V. Subba Rao | In-charge of Examinations | Member |
| 11 | Mr. A. Siva Nageswara Rao | Placement Officer | Member |
| 12 | Mr.M. Satya Kanth | Librarian | Member |
| 13 | Mr. J. Sai Sudheer Kumar | NSS Program Officer | Member |
| 14 | Mr. B. Pratap | Administrative Officer | Member |
| 15 | Mr.K. Ashok | Accounts | Member |
| 16 | Mr. S. Krishna Rao | CEO of Info Park Software Technologies | Industry |

The CAC responsibilities

1. The CAC is responsible for academic matters and to look after continuous academic improvement of students and related matters.
2. The CAC is responsible for preparation of academic calendar including tentative schedule of programmes like seminars, certification programs, add on trainings and campus training.



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| S No | Name | Designation | Designation | Signature |
|------|---------------------------|--|--------------|-----------------------|
| 1 | Dr. M. Ekambaram Naidu | Principal | Chair Person | |
| 2 | Dr. S. Sri Gowri | Professor & HOD (ECE, EEE) | Coordinator | S. Sri Gowri |
| 3 | Sri. B. S. Sri Krishna | Secretary | Management | B.S. Sri Krishna |
| 4 | Dr. D. Haritha | Professor & HOD (CSE, MCA) | Member | D. Haritha |
| 5 | Dr. A. Padmaja | Assoc. Professor & HOD (S&H) | Member | A. Padmaja |
| 6 | Dr. T. Satyanarayana | Professor & HOD (CE) | Member | T. Satyanarayana |
| 7 | Dr. A. Stanly Kumar | Asst. Professor & HOD (ME) | Member | A. Stanly Kumar |
| 8 | Mr. CH. Rajendra Babu | Asst. Professor & HOD (IT) | Member | CH. Rajendra Babu |
| 9 | Dr. N. Subramanyam | Professor & HOD (MBA) | Member | N. Subramanyam |
| 10 | Mr. D.V. Subba Rao | In-charge of Examinations | Member | D.V. Subba Rao |
| 11 | Mr. A. Siva Nageswara Rao | Placement Officer | Member | A. Siva Nageswara Rao |
| 12 | Mr. M. Satya Kanth | Librarian | Member | M. Satya Kanth |
| 13 | Mr. J. Sai Sudheer Kumar | NSS Program Officer | Member | J. Sai Sudheer Kumar |
| 14 | Mr. B. Pratap | Administrative Officer | Member | B. Pratap |
| 15 | Mr. K. Ashok | Accounts | Member | K. Ashok |
| 16 | Mr. S. Krishna Rao | CEO of Info Park Software Technologies | Industry | S. Krishna Rao |



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Date: 26.06.2017

CIRCULAR

The meeting of College Academic Committee (CAC) for the academic year 2017-18 is scheduled on 05.07.2017 at 2.00 P.M at the Principal's chamber to discuss on the following points:

AGENDA:

- a. To record the acceptance of members of CAC.
- b. To identify the electives.
- c. Mentor allotment.
- d. To identify the certificate programs.
- e. Planning of NSS Activities.
- f. To plan for the the FDPs.
- g. Merit Scholarship.
- h. To discuss the MOUs.
- i. To review academic performance
- j. To review on placements.
- k. Any points with the permission of the chair.

All members of CAC are requested to attend the meeting.

S. Sri Gowri
CO-ORDINATOR

To,
All Members of CAC
Copy to:
Hon'ble Chairman
Principal.



Date: 10.07.2017

Minutes of Meeting

The CAC meeting was held on 05.07.2017 at 3.00 P.M at Principal's chamber. The following members were present during the meeting:

| S No | Name | Designation | Designation | Signature |
|------|---------------------------|--------------------------------------|--------------|-----------|
| 1 | Dr. M. Ekambaram Naidu | Principal | Chair Person | |
| 2 | Dr. S. Sri Gowri | Professor & HOD (ECE, EEE) | Coordinator | |
| 3 | Sri. B. S. Sri Krishna | Secretary | Management | |
| 4 | Dr. D. Haritha | Professor & HOD (CSE, MCA) | Member | |
| 5 | Dr. A. Padmaja | Assoc.Professor & HOD (S&H) | Member | |
| 6 | Dr .T. Satyanarayana | Professor& HOD (CE) | Member | |
| 7 | Dr. A. Stanly Kumar | Asst. Professor &HOD (ME) | Member | |
| 8 | Mr. CH. Rajendra Babu | Asst. Professor & HOD (IT) | Member | |
| 9 | Dr. N. Subramanyam | Professor & HOD (MBA) | Member | |
| 10 | Mr. D.V. Subba Rao | In-charge of Examinations | Member | |
| 11 | Mr. A. Siva Nageswara Rao | Placement Officer | Member | |
| 12 | Mr. M. Satya Kanth | Librarian | Member | |
| 13 | Mr. J. Sai Sudheer Kumar | NSS Program Officer | Member | |
| 14 | Mr. B. Pratap | Administrative Officer | Member | |
| 15 | Mr.K. Ashok | Accounts | Member | |
| 16 | Mr. S. Krishna Rao | CEO of InfoParkSoftware Technologies | Industry | |

At the outset, the Chairperson welcomed all the members and commenced the meeting.

Resolutions:

- During the meeting, it was informed that all members have accepted to continue as members for the academic year 2017-18 and their acceptance was filed.
- During the meeting the CAC coordinator read the minutes of earlier meetings and the minutes were reviewed and approved by the members.
- The heads were suggested to plan for the orientation programme.
- The Chairperson instructed all the heads of the department to collect the choice of



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electives from the students for the even semester 2017-18 A.Y.

- All the heads of the departments submitted the opted list of electives for the odd semester.
- It was decided to allot mentors for all the students to monitor their holistic performance.
- It was decided that all the heads would identify the certificate programs to enhance the quality of students.
- The Chairperson and all members reviewed the list of NSS activities .The Chairperson appreciated the NSS Coordinator for the active leadership.NSS Coordinator read out the list of activities that were conducted and ahead planned.
- **During the meeting the Chairperson requested all the heads to plan for the FDPs.**
- During the meeting the chairperson asked to identify the students who are eligible for the scholarships “SRK Foundation Education Support Scheme” and “SirM.Visvesvaraya Scheme” as scholarships offers financial support to the meritorious students for fulfilling of their minimum needs.
- During the meeting the committee members discussed on different collaborative activities.
- Placement Officer read out all the activities that are taken for the students and said that for the academic year 2016-17 the number of students placed were
- one hundred and nine members from all the departments. The chairperson appreciated the Placement Officer for improvement in placements.

The meeting ended with the vote of thanks proposed by Dr. S. Sri Gowri the CAC Coordinator.

The Minutes are issued with the approval of the Chairperson.

S. Sri Gowri
CO-ORDINATOR



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Date: 27.12.2017

CIRCULAR

The meeting of College Academic Committee (CAC) for the Academic Year 2017-18 is scheduled on 02.01.2018 at 2.00 P.M at Principal's chamber to discuss on the following points:

AGENDA:

- a. To identify the electives for this academic.
- b. To discuss on projects.
- c. To identify the certificate programs.
- d. Planning for CRT/ and a few soft skill Activities.
- e. Planning of NSS Activities.
- f. To conduct alumni meet
- g. Merit Scholarship.
- h. To plan for the works of inspections of the university and AICTE.
- i. Any points with the permission of the chair.

All members of CAC are requested to attend the meeting.

TO,
All Members of CAC
Copy to:
Hon'ble Chairman
Principal

S-Sri Gowd
CO-ORDINATOR



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Date: 05.01.2018

Minutes of Meeting

The CAC meeting was held on 02.01.2018 at 2.00 P.M at Principal's chamber. Following members were present during the meeting:

| S No | Name | Designation | Designation | Signature |
|------|--------------------------|--|--------------|----------------------|
| 1 | Dr. M. Ekambaram Naidu | Principal | Chair Person | |
| 2 | Dr. S. Sri Gowri | Professor & HOD (ECE, EEE) | Coordinator | S. Sri Gowri |
| 3 | Sri. B. S. Sri Krishna | Secretary | Management | B.S. Sri Krishna |
| 4 | Dr. D. Haritha | Professor & HOD (CSE, MCA) | Member | |
| 5 | Dr. A. Padmaja | Assoc..Professor & HOD (S&H) | Member | |
| 6 | Dr .T. Satyanarayana | Professor& HOD (CE) | Member | T. Satyanarayana |
| 7 | Dr. A. Stanly Kumar | Asst. Professor &HOD (ME) | Member | |
| 8 | Mr. CH. Rajendra Babu | Asst. Professor & HOD (IT) | Member | |
| 9 | Dr. N. Subramanyam | Professor & HOD (MBA) | Member | |
| 10 | Mr D.V. Subba Rao | In-charge of Examinations | Member | |
| 11 | Mr. A.Siva Nageswara Rao | Placement Officer | Member | |
| 12 | Mr.M. Satya Kanth | Librarian | Member | M. Satya Kanth |
| 13 | Mr. J. Sai Sudheer Kumar | NSS Program Officer | Member | J. Sai Sudheer Kumar |
| 14 | Mr. B. Pratap | Administrative Officer | Member | |
| 15 | Mr.K. Ashok | Accounts | Member | |
| 16 | Mr. S. Krishna Rao | CEO of Info Park Software Technologies | Industry | S. Krishna Rao |

At the outset, the Chairperson welcomed all present and commenced the meeting.

Resolutions:

- The CAC Coordinator read the minutes of earlier meetings and the minutes were reviewed and approved by the members.
- The Chairperson suggested all the heads to take the acceptance of electives from students for the odd semester.
- All the heads of the departments read out the opted list of electives for even semester and discussed the scope to enhance the student skill set.



- All the heads were suggested that to enhance the quality of student project objectives must be based on real time scenarios and inter disciplinary, and all the heads of the departments are requested to submit their students' project details accordingly.
- During the meeting all the committee members discussed and finalized a few Faculty Development Programs to enhance the teaching methodologies of the faculty.
- The Committee members discussed on certificate programs like MTA-Networking, Database Administration, Java Programming, Google Android Application Developments, IOT etc, and suggested the heads to finalize the programs depending on requirement.
- During the meeting it was identified that in order to make student ready for placements some extra training on company related specific training and soft skills is needed. It was resolved to conduct CRT and soft skills training.
- All committee members reviewed the list of NSS activities. The NSS Coordinator listed all activities. It was decided to plans Days like National Voters Day, World Plastic Bag free Day.
- During the meeting the committee members and chairperson suggested to conduct Alumni Meet .The Chairperson suggested to conduct at last week of January.
- During the meeting the chairperson suggested to the heads to identify the students who are eligible for the scholarships "SRK Foundation Education Support Scheme" and "Sir M.Visvesvaraya Scheme" as scholarships offers financial support to the meritorious students for fulfilling of their minimum needs.
- It was suggested to plan for the works of inspections of the university and AICTE.

The meeting ended with the vote of thanks proposed by Dr. S. Sri Gowri, the CAC Coordinator.

The Minutes are issued with the approval of the Chairperson.

S. Sri Gowri
CO-ORDINATOR



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Date: 02.07.2018

CIRCULAR

It is here by informed to all the staff and students of SRK Institute of Technology that the college has reconstituted **College Academic Committee (CAC)** under the leadership of Dr. S. Sri. Gowri, Professor in the Dept of ECE.

The CAC Members are as follows:

| S No | Name | Designation | Designation |
|------|---------------------------|--|--------------|
| 1 | Dr. M. Ekambaram Naidu | Principal | Chair Person |
| 2 | Dr. S. Sri Gowri | Professor & HOD (ECE, EEE) | Coordinator |
| 3 | Sri. B. S. Sri Krishna | Secretary | Management |
| 4 | Dr. D. Haritha | Professor & HOD (CSE, MCA) | Member |
| 5 | Dr. A. Padmaja | Assoc. Professor & HOD (S&H) | Member |
| 6 | Dr .T. Satyanarayana | Professor& HOD (CE) | Member |
| 7 | Mr. A. Stanly Kumar | Asst. Professor &HOD (ME) | Member |
| 8 | Mr. J.N. Pavan Kumar | Asst. Professor & HOD (IT) | Member |
| 9 | Dr. N. Subramanyam | Professor & HOD (MBA) | Member |
| 10 | Mr D.V. Subba Rao | In-charge of Examinations | Member |
| 11 | Mr. A. Siva Nageswara Rao | Placement Officer | Member |
| 12 | Mr.M. Satya Kanth | Librarian | Member |
| 13 | Mr. J. Sai Sudheer Kumar | NSS Program Officer | Member |
| 14 | Mr. B. Pratap | Administrative Officer | Member |
| 15 | Mr.K. Ashok | Accounts | Member |
| 16 | Mr. S. Krishna Rao | CEO of Info Park Software Technologies | Industry |

The CAC responsibilities

1. The CAC gives the academic schedules of the program like seminars, setting up the curriculum for the certification programs, planning college academic calendar, trainings, GDs and Interviews.
2. The CAC is responsible for academic success and also ensuring the personality development of the students and maintaining their satisfaction.



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3. It strives to enhance the quality of teaching by encouraging the staff through Faculty Development Programs.
4. It strives to promote research and extension activities in the institution.

PRINCIPAL

Copy to:

Hon'ble Chairman

CAC Co-ordinator

All HoDs

Individual Committee Members



SRK INSTITUTE OF TECHNOLOGY

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| S No | Name | Designation | Designation | Signature |
|------|---------------------------|--|--------------|----------------|
| 1 | Dr. M. Ekambaram Naidu | Principal | Chair Person | |
| 2 | Dr. S. Sri Gowri | Professor & HOD (ECE, EEE) | Coordinator | S. Sri Gowri |
| 3 | Sri. B. S. Sri Krishna | Secretary | Management | B.S.S.K. |
| 4 | Dr. D. Haritha | Professor & HOD (CSE, MCA) | Member | |
| 5 | Dr. A. Padmaja | Assoc. Professor & HOD (S&H) | Member | |
| 6 | Dr. T. Satyanarayana | Professor & HOD (CE) | Member | |
| 7 | Mr. A. Stanly Kumar | Asst. Professor & HOD (ME) | Member | |
| 8 | Mr. J.N. Pavan Kumar | Asst. Professor & HOD (IT) | Member | |
| 9 | Dr. N. Subramanyam | Professor & HOD (MBA) | Member | |
| 10 | Mr D.V. Subba Rao | In-charge of Examinations | Member | |
| 11 | Mr. A. Siva Nageswara Rao | Placement Officer | Member | |
| 12 | Mr.M. Satya Kanth | Librarian | Member | |
| 13 | Mr. J. Sai Sudheer Kumar | NSS Program Officer | Member | |
| 14 | Mr. B. Pratap | Administrative Officer | Member | |
| 15 | Mr.K. Ashok | Accounts | Member | |
| 16 | Mr. S. Krishna Rao | CEO of Info Park Software Technologies | Industry | S. Krishna Rao |



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Date: 02.07.2018

CIRCULAR

The meeting of College Academic Committee (CAC) for the Academic Year 2018-19 is scheduled on 04.07.2018 at 2.00 P.M at the Principal's chamber to discuss on the following points:

AGENDA:

- a. To record the acceptance of members of CAC.
- b. To identify the electives for the academic.
- c. To identify different areas for Projects.
- d. To identify merit students.
- e. Planning for campus training and soft skills.
- f. To discuss about collaborative programmes.
- g. Planning of NSS Activities.
- h. To identify the certificate programs.
- i. To discuss on Research & Development activities.
- j. To identify students for Merit Scholarship.
- k. To discuss about the internet speed.
- l. Any points with the permission of the chair.

All members of CAC are requested to attend the meeting.

TO,
All Members of CAC
Copy to:
Hon'ble Chairman
Principal

S. Sri Gowri
CO-ORDINATOR



SRK INSTITUTE OF TECHNOLOGY
 Enikepadu, Vijayawada 521108
 Approved by AICTE, Affiliated to JNTUK, Kakinada
 (ISO 9001:2015 Certified Institution)

| S No | Name | Designation | Designation | |
|------|---------------------------|--|--------------|------------------------------------|
| 1 | Dr. M. Ekambaram Naidu | Principal | Chair Person | <i>[Signature]</i> |
| 2 | Dr. S. Sri Gowri | Professor & HOD (ECE, EEE) | Coordinator | <i>[Signature]</i> |
| 3 | Sri. B. S. Sri Krishna | Secretary | Management | S. Sri Gowri <i>[Signature]</i> |
| 4 | Dr. D. Haritha | Professor & HOD (CSE, MCA) | Member | <i>[Signature]</i> |
| 5 | Dr. A. Padmaja | Assoc. Professor & HOD (S&H) | Member | <i>[Signature]</i> |
| 6 | Dr. T. Satyanarayana | Professor & HOD (CE) | Member | <i>[Signature]</i> |
| 7 | Mr. A. Stanly Kumar | Asst. Professor & HOD (ME) | Member | <i>[Signature]</i> |
| 8 | Mr. J.N. Pavan Kumar | Asst. Professor & HOD (IT) | Member | <i>[Signature]</i> |
| 9 | Dr. N. Subramanyam | Professor & HOD (MBA) | Member | <i>[Signature]</i> |
| 10 | Mr. D.V. Subba Rao | In-charge of Examinations | Member | <i>[Signature]</i> |
| 11 | Mr. A. Siva Nageswara Rao | Placement Officer | Member | <i>[Signature]</i> |
| 12 | Mr. M. Satya Kanth | Librarian | Member | <i>[Signature]</i> |
| 13 | Mr. J. Sai Sudheer Kumar | NSS Program Officer | Member | <i>[Signature]</i> |
| 14 | Mr. B. Pratap | Administrative Officer | Member | <i>[Signature]</i> |
| 15 | Mr. K. Ashok | Accounts | Member | <i>[Signature]</i> |
| 16 | Mr. S. Krishna Rao | CEO of Info Park Software Technologies | Industry | <i>[Signature]</i> |



SRK INSTITUTE OF TECHNOLOGY
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Date: 06.07.2018

Minutes of Meeting

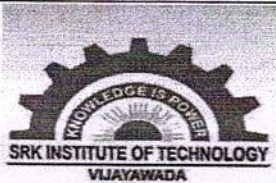
The CAC meeting was held on 04.07.2018 at 2.00 P.M at Principal's chamber. Following members were present during the meeting:

| S No | Name | Designation | Designation | Signature |
|------|---------------------------|--|--------------|------------------------------|
| 1 | Dr. M. Ekambaram Naidu | Principal | Chair Person | <i>[Signature]</i> |
| 2 | Dr. S. Sri Gowri | Professor & HOD (ECE, EEE) | Coordinator | <i>S. Sri Gowri</i> |
| 3 | Sri. B. S. Sri Krishna | Secretary | Management | <i>B.S.S.K.</i> |
| 4 | Dr. D. Haritha | Professor & HOD (CSE, MCA) | Member | <i>D. Haritha</i> |
| 5 | Dr. A. Padmaja | Assoc. Professor & HOD (S&H) | Member | <i>A. Padmaja</i> |
| 6 | Dr. T. Satyanarayana | Professor & HOD (CE) | Member | <i>T. Satyanarayana</i> |
| 7 | Mr. A. Stanly Kumar | Asst. Professor & HOD (ME) | Member | <i>A. Stanly Kumar</i> |
| 8 | Mr. J.N. Pavan Kumar | Asst. Professor & HOD (IT) | Member | <i>J.N. Pavan Kumar</i> |
| 9 | Dr. N. Subramanyam | Professor & HOD (MBA) | Member | <i>N. Subramanyam</i> |
| 10 | Mr D.V. Subba Rao | In-charge of Examinations | Member | <i>D.V. Subba Rao</i> |
| 11 | Mr. A. Siva Nageswara Rao | Placement Officer | Member | <i>A. Siva Nageswara Rao</i> |
| 12 | Mr.M. Satya Kanth | Librarian | Member | <i>M. Satya Kanth</i> |
| 13 | Mr. J. Sai Sudheer Kumar | NSS Program Officer | Member | <i>J. Sai Sudheer Kumar</i> |
| 14 | Mr. B. Pratap | Administrative Officer | Member | <i>B. Pratap</i> |
| 15 | Mr.K. Ashok | Accounts | Member | <i>K. Ashok</i> |
| 16 | Mr. S. Krishna Rao | CEO of Info Park Software Technologies | Industry | <i>S. Krishna Rao</i> |

At the outset, the Chairperson welcomed all present and commenced the meeting.

Resolutions:

- During the meeting, it was informed that all members have accepted to continue as members for the academic year 2018-19 and their acceptance was filed.
- During the meeting the CAC coordinator read minutes of earlier meetings and the minutes were reviewed and approved by the members.
- The Chairperson requested all the heads of the department to collect the choice of electives from the students for the even semester in academic year 2018-19



SRK INSTITUTE OF TECHNOLOGY

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- All the heads of the departments submitted the opted list of electives for the odd semester.
- During the meeting it was decided to allot mentors for all the students to monitor their holistic performance .And it was implemented by allotment of twenty students per faculty to monitor their continues growth.
- During the meeting it was decided that to enhance the quality of student skills by giving the projects from real time scenarios which should be inter disciplinary.All the HoDs are requested to submit their students project details to project review committee (PRC).
- During the meeting all the committee members discussed on faculty Development Programs for this academic year 2018-19.
- In order to make the student industry ready a few certificate programs, CRT programs were finalized.
- The Chairperson suggested to conduct NSS activities namely, Health Camp and Global warming Awareness programs etc on the basis of suggestions from all the committee members.
- During the meeting the committee members discussed on certificate programs and finalized 10 certificate programs.
- During the meeting The Chairperson congratulated the faculty member, Mrs. N Neelima Priyanka from CSE department for achieving her PhD from Adikavi Nannaya University and suggested to encourage young faculty towards research.
- During the meeting the chairperson requested the HODs to identify the students who are eligible for the scholarships “SRK Foundation Education Support Scheme” and “Sir M.Visvesvaraya Scheme” as scholarships offers financial support to the meritorious students for fulfilling of their minimum needs.
- The committee members and Chairperson discussed about current internet speed and suggested to increase the speed to meet the requirements of the institute.
- During the meeting the Placement Officer read out all the activities that are taken for the students and said that for the A.Y 2017-18 the number of students placed were one hundred and eighty two from all the departments.

The meeting ended with the vote of thanks proposed by Dr. S. Sri Gowri the CAC Coordinator.

The Minutes are issued with the approval of the Chairperson.

S. Sri Gowri
CO-ORDINATOR



SRK INSTITUTE OF TECHNOLOGY
Enikepadu, Vijayawada 521108
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Date: 03.12.2018

CIRCULAR

The meeting of CAC for the Academic Year is scheduled on 04.12.2018 at 2.00 P.M at Principal's chamber to discuss on the following points:

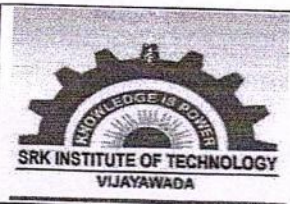
AGENDA:

1. To identify the electives for the academic year 2018-19.
2. To discuss on projects.
3. Planning for campus placement and soft skill training for third and final year students. .
4. Review the NSS Activities.
5. Planning for Alumni Meet.
6. Planning for Merit Scholarship.
7. To discuss about the conduction of Techno Cultural fest Explorers' Meet 2K
8. Any points with the permission of the chair.

All the members of CAC are requested to attend the meeting.

TO,
All Members of CAC
Copy to:
Hon'ble Chairman
Principal

S. Sri Gowri
CO-ORDINATOR



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| S No | Name | Designation | Designation | Signature |
|------|---------------------------|--|--------------|--------------------|
| 1 | Dr. M. Ekambaram Naidu | Principal | Chair Person | <i>[Signature]</i> |
| 2 | Dr. S. Sri Gowri | Professor & HOD (ECE, EEE) | Coordinator | S. Sri Gowri |
| 3 | Sri. B. S. Sri Krishna | Secretary | Management | <i>[Signature]</i> |
| 4 | Dr. D. Haritha | Professor & HOD (CSE, MCA) | Member | <i>[Signature]</i> |
| 5 | Dr. A. Padmaja | Assoc. Professor & HOD (S&H) | Member | <i>[Signature]</i> |
| 6 | Dr. T. Satyanarayana | Professor & HOD (CE) | Member | <i>[Signature]</i> |
| 7 | Mr. A. Stanly Kumar | Asst. Professor & HOD (ME) | Member | <i>[Signature]</i> |
| 8 | Mr. J.N. Pavan Kumar | Asst. Professor & HOD (IT) | Member | <i>[Signature]</i> |
| 9 | Dr. N. Subramanyam | Professor & HOD (MBA) | Member | <i>[Signature]</i> |
| 10 | Mr D.V. Subba Rao | In-charge of Examinations | Member | <i>[Signature]</i> |
| 11 | Mr. A. Siva Nageswara Rao | Placement Officer | Member | <i>[Signature]</i> |
| 12 | Mr.M. Satya Kanth | Librarian | Member | <i>[Signature]</i> |
| 13 | Mr. J. Sai Sudheer Kumar | NSS Program Officer | Member | <i>[Signature]</i> |
| 14 | Mr. B. Pratap | Administrative Officer | Member | <i>[Signature]</i> |
| 15 | Mr.K. Ashok | Accounts | Member | <i>[Signature]</i> |
| 16 | Mr. S. Krishna Rao | CEO of Info Park Software Technologies | Industry | S. Krishna Rao |



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Date: 7.12.2018

Minutes of Meeting

The CAC meeting was held on 04.12.2018 at 2.00 P.M at Principal's chamber. Following members were present during the meeting:

| S No | Name | Designation | Designation | |
|------|---------------------------|--|--------------|--------------------|
| 1 | Dr. M. Ekambaram Naidu | Principal | Chair Person | <i>[Signature]</i> |
| 2 | Dr. S. Sri Gowri | Professor & HOD (ECE, EEE) | Coordinator | S. Sri Gowri |
| 3 | Sri. B. S. Sri Krishna | Secretary | Management | <i>[Signature]</i> |
| 4 | Dr. D. Haritha | Professor & HOD (CSE, MCA) | Member | <i>[Signature]</i> |
| 5 | Dr. A. Padmaja | Assoc. Professor & HOD (S&H) | Member | <i>[Signature]</i> |
| 6 | Dr .T. Satyanarayana | Professor& HOD (CE) | Member | <i>[Signature]</i> |
| 7 | Mr. A. Stanly Kumar | Asst. Professor &HOD (ME) | Member | <i>[Signature]</i> |
| 8 | Mr. J.N. Pavan Kumar | Asst. Professor & HOD (IT) | Member | <i>[Signature]</i> |
| 9 | Dr. N. Subramanyam | Professor & HOD (MBA) | Member | <i>[Signature]</i> |
| 10 | Mr D.V. Subba Rao | In-charge of Examinations | Member | <i>[Signature]</i> |
| 11 | Mr. A. Siva Nageswara Rao | Placement Officer | Member | <i>[Signature]</i> |
| 12 | Mr.M. Satya Kanth | Librarian | Member | <i>[Signature]</i> |
| 13 | Mr. J. Sai Sudheer Kumar | NSS Program Officer | Member | <i>[Signature]</i> |
| 14 | Mr. B. Pratap | Administrative Officer | Member | <i>[Signature]</i> |
| 15 | Mr.K. Ashok | Accounts | Member | <i>[Signature]</i> |
| 16 | Mr. S. Krishna Rao | CEO of Info Park Software Technologies | Industry | S. Krishna Rao |

- At the outset, the Chairperson welcomed all present and commenced the meeting.

Resolutions:

- During the meeting the CAC coordinator read the minutes of earlier meetings and the minutes were reviewed and approved by the members.
- During the meeting, the Chairperson instructed all the HODs to take the acceptance of Electives from students for Odd Semester , All the HODs and read out the opted list of electives for even semester and discussed the scope for enhancing the student skill set
- All the HoDs are requested to submit their students project details to Project Review



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Committee for analysis.

- The committee members suggested to conduct a few faculty Development Programs for the faculty, to improve their teaching methodologies of the faculty.
- During the meeting it was identified that to make student ready for placements extra training on CRT/soft skills is needed. With this the chair person asked to conduct CRT and soft skills trainings.
- The committee discussed on NSS activities and a few suggestions were given.
- During the meeting it's been decided to conduct Alumni Meet at last week of January.
- During the meeting the chairperson instructed to identify the students who are eligible for the scholarships "SRK Foundation Education Support Scheme" and "Sir M. Visvesvaraya Scheme" as scholarships offers financial support to the meritorious students for fulfilling of their minimum needs.
- Finalization of Explorers' Meet 2k20 details.

The meeting ended with the vote of thanks proposed by Dr. S. Sri Gowri the CAC Coordinator

The Minutes are issued with the approval of the Chairperson.

S. Sri Gowri
CO-ORDINATOR



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Enikepadu, Vijayawada 521108
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Date: 02.07.2019

CIRCULAR

It is here by informed to all the staff and students of SRK Institute of Technology that the college has reconstituted **College Academic Committee (CAC)** under the leadership of Dr. S. Sri Gowri, Professor Dept of ECE.

The CAC Members are as follows:

| S No | Name | Designation | Designation |
|------|---------------------------|--|--------------|
| 1 | Dr. M. Ekambaram Naidu | Principal | Chair Person |
| 2 | Dr. S. Sri Gowri | Professor & HOD (ECE, EEE) | Coordinator |
| 3 | Sri. B. S. Sri Krishna | Secretary | Management |
| 4 | Dr. D. Haritha | Professor & HOD (CSE, MCA) | Member |
| 5 | Dr. A. Padmaja | Assoc. Professor & HOD (S&H) | Member |
| 6 | Dr .T. Satyanarayana | Professor& HOD (CE) | Member |
| 7 | Mr. A. Stanly Kumar | Asst. Professor &HOD (ME) | Member |
| 8 | Mr. M.Ram Bhupal | Asst. Professor & HOD (IT) | Member |
| 9 | Dr. N. Subramanyam | Professor & HOD (MBA) | Member |
| 10 | Mr D.V. Subba Rao | In-charge of Examinations | Member |
| 11 | Mr. A. Siva Nageswara Rao | Placement Officer | Member |
| 12 | Mr. Satya Kanth | Librarian | Member |
| 13 | Mr. J. Sai Sudheer Kumar | NSS Program Officer | Member |
| 14 | Mr. B. Pratap | Administrative Officer | Member |
| 15 | Mr. K .Ashok | Accounts | Member |
| 16 | Mr. S. Krishna Rao | CEO of Info Park Software Technologies | Industry |

The CAC responsibilities

1. CAC gives the academic schedules of the program like seminars, setting up the curriculum for the certification programs, planning college academic calendar, trainings, GDs and Interviews.
2. The CAC is responsible for academic success and also ensuring the personality development of the students and maintaining their satisfaction.



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3. It strives to enhance the quality of teaching by encouraging the staff through Faculty Development Programs.
4. It promotes research and extension activities in the institution.

PRINCIPAL

Copy to:

Hon'ble Chairman

CAC Co-ordinator

All HoDs

Individual Committee Members



SRK INSTITUTE OF TECHNOLOGY

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| S No | Name | Designation | Designation | Sign |
|------|---------------------------|--|--------------|------|
| 1 | Dr. M. Ekambaram Naidu | Principal | Chair Person | |
| 2 | Dr. S. Sri Gowri | Professor & HOD (ECE, EEE) | Coordinator | |
| 3 | Sri. B. S. Sri Krishna | Secretary | Management | |
| 4 | Dr. D. Haritha | Professor & HOD (CSE, MCA) | Member | |
| 5 | Dr. A. Padmaja | Assoc. Professor & HOD (S&H) | Member | |
| 6 | Dr. T. Satyanarayana | Professor & HOD (CE) | Member | |
| 7 | Mr. A. Stanly Kumar | Asst. Professor & HOD (ME) | Member | |
| 8 | Mr. M. Ram Bhupal | Asst. Professor & HOD (IT) | Member | |
| 9 | Dr. N. Subramanyam | Professor & HOD (MBA) | Member | |
| 10 | Mr D.V. Subba Rao | In-charge of Examinations | Member | |
| 11 | Mr. A. Siva Nageswara Rao | Placement Officer | Member | |
| 12 | Mr. Satya Kanth | Librarian | Member | |
| 13 | Mr. J. Sai Sudheer Kumar | NSS Program Officer | Member | |
| 14 | Mr. B. Pratap | Administrative Officer | Member | |
| 15 | Mr. K. Ashok | Accounts | Member | |
| 16 | Mr. S. Krishna Rao | CEO of Info Park Software Technologies | Industry | |



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Date: 02.07.2019

CIRCULAR

The meeting of College Academic Committee (CAC) for the Academic Year 2018-19 is scheduled on 04.07.2019 at 2.00 P.M at Principal's chamber to discuss on the following points:

AGENDA:

- a. To record the acceptance of members of CAC.
- b. To identify the electives.
- c. To identify merit students.
- d. Planning for campus drive and soft skills training.
- e. Planning of NSS Activities.
- f. To identify the certificate programs.
- g. To identify academia industry collaborative activities.
- h. To discuss on Research & Development activities.
- i. Planning for Merit Scholarship.
- j. Any points with the permission of the chair.

All members of CAC are requested to attend the meeting.

TO,
All Members of CAC
Copy to:
Hon'ble Chairman
Principal

S. Sri Gowri
CO-ORDINATOR



SRK INSTITUTE OF TECHNOLOGY
Enikepadu, Vijayawada 521108
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Date: 06.07.2019

Minutes of Meeting

The CAC meeting was held on 04.07.2019 at 2.00 P.M at Principal's chamber. Following members were present during the meeting:

| S No | Name | Designation | Designation | Signature |
|------|---------------------------|--|--------------|----------------|
| 1 | Dr. M. Ekambaram Naidu | Principal | Chair Person | |
| 2 | Dr. S. Sri Gowri | Professor & HOD (ECE, EEE) | Coordinator | S. Sri Gowri |
| 3 | Sri. B. S. Sri Krishna | Secretary | Management | |
| 4 | Dr. D. Haritha | Professor & HOD (CSE, MCA) | Member | |
| 5 | Dr. A. Padmaja | Assoc. Professor & HOD (S&H) | Member | |
| 6 | Dr. T. Satyanarayana | Professor & HOD (CE) | Member | |
| 7 | Mr. A. Stanly Kumar | Asst. Professor & HOD (ME) | Member | |
| 8 | Mr. M. Ram Bhupal | Asst. Professor & HOD (IT) | Member | |
| 9 | Dr. N. Subramanyam | Professor & HOD (MBA) | Member | |
| 10 | Mr D.V. Subba Rao | In-charge of Examinations | Member | |
| 11 | Mr. A. Siva Nageswara Rao | Placement Officer | Member | |
| 12 | Mr. M. Satya Kanth | Librarian | Member | |
| 13 | Mr. J. Sai Sudheer Kumar | NSS Program Officer | Member | |
| 14 | Mr. B. Pratap | Administrative Officer | Member | |
| 15 | Mr. K. Ashok | Accounts | Member | |
| 16 | Mr. S. Krishna Rao | CEO of Info Park Software Technologies | Industry | S. Krishna Rao |

At the outset, the Chairperson welcomed all present and commenced the meeting.

Resolutions:

- During the meeting, it was informed that all members have accepted to continue as members for the academic year 2019-20 and their acceptance was filed.
- During the meeting the CAC coordinator read minutes of earlier meetings and the minutes were reviewed and approved by the members.



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- The Chairperson instructed all the HODs to collect the choice of electives from the students for the next semester (even) 2019-20 A.Y, and all the HODs submitted the opted list of electives for the odd semester.
- During the meeting it was decided to allot mentors for all the students to monitor their holistic performance and was suggested to allot each of twenty students to a faculty to monitor their continues growth.
- **During the meeting all the committee members discussed on faculty Development Programs for the Academic Year 2019-20.**
- The Chairperson and all members reviewed NSS activities.
- During the meeting the committee members discussed on certificate programs, asked the heads of departments to finalize the certificate programs as per their students requirements.
- During the meeting, the Chairperson congratulated the faculty member, Mrs B.AshaLatha, from CSE department for achieving her PhD from Krishna University.
- During the meeting, the chairperson requested the HODs to identify the students who are eligible for the scholarships "SRK Foundation Education Support Scheme" and "Sir M.Visvesvaraya Scheme" as scholarships offers financial support to the meritorious students for fulfilling of their minimum needs.
- The committee members and Chairperson suggested increasing the placement number. During the meeting the Placement Officer read out all the activities that were taken for the students and said that in Academic Year 2018-19 the number of students placed were two hundred and twenty from all the departments.

The meeting ended with the vote of thanks proposed by Dr. S. Sri Gowri the CAC Coordinator.

The Minutes are issued with the approval of the Chairperson.

S. Sri Gowri
CO-ORDINATOR



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Date: 23.12.2019

CIRCULAR

The meeting of CAC for the Academic Year is scheduled on 24.12.2019 at 2.00 P.M at Principal's chamber to discuss on the following points:

AGENDA:

1. To identify the electives for this academic.
2. To discuss on projects.
3. To identify campus training and soft skill programmes.
4. To plan of NSS Activities.
5. To plan Alumni Meet.
6. To identify eligible students for scholarships.
7. To plan for Explorers' Meet 2K20
8. Any points with the permission of the chair.

All members of CAC are requested to attend the meeting.

TO,
All Members of CAC
Copy to:
Hon'ble Chairman
Principal

S. Sri Gowri
CO-ORDINATOR



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| S No | Name | Designation | Designation | Signature |
|------|---------------------------|--|--------------|-------------------------|
| 1 | Dr. M. Ekambaram Naidu | Principal | Chair Person | <i>[Signature]</i> |
| 2 | Dr. S. Sri Gowri | Professor & HOD (ECE, EEE) | Coordinator | <i>S. Sri Gowri</i> |
| 3 | Sri. B. S. Sri Krishna | Secretary | Management | <i>B.S. Sri Krishna</i> |
| 4 | Dr. D. Haritha | Professor & HOD (CSE, MCA) | Member | <i>[Signature]</i> |
| 5 | Dr. A. Padmaja | Assoc. Professor & HOD (S&H) | Member | <i>[Signature]</i> |
| 6 | Dr. T. Satyanarayana | Professor & HOD (CE) | Member | <i>[Signature]</i> |
| 7 | Mr. A. Stanly Kumar | Asst. Professor & HOD (ME) | Member | <i>[Signature]</i> |
| 8 | Mr. M. Ram Bhupal | Asst. Professor & HOD (IT) | Member | <i>[Signature]</i> |
| 9 | Dr. N. Subramanyam | Professor & HOD (MBA) | Member | <i>[Signature]</i> |
| 10 | Mr D.V. Subba Rao | In-charge of Examinations | Member | <i>[Signature]</i> |
| 11 | Mr. A. Siva Nageswara Rao | Placement Officer | Member | <i>[Signature]</i> |
| 12 | Mr. M. Satya Kanth | Librarian | Member | <i>[Signature]</i> |
| 13 | Mr. J. Sai Sudheer Kumar | NSS Program Officer | Member | <i>[Signature]</i> |
| 14 | Mr. B. Pratap | Administrative Officer | Member | <i>[Signature]</i> |
| 15 | Mr. K. Ashok | Accounts | Member | <i>[Signature]</i> |
| 16 | Mr. S. Krishna Rao | CEO of Info Park Software Technologies | Industry | <i>S. Krishna Rao</i> |



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Date: 06.01.2020

Minutes of Meeting

The CAC meeting was held on 24.12.2019 at 2.00 P.M at Principal's chamber. Following members were present during the meeting:

| S No | Name | Designation | Designation | sign |
|------|---------------------------|--|--------------|-----------------------|
| 1 | Dr. M. Ekambaram Naidu | Principal | Chair Person | |
| 2 | Dr. S. Sri Gowri | Professor & HOD (ECE, EEE) | Coordinator | S. Sri Gowri |
| 3 | Sri. B. S. Sri Krishna | Secretary | Management | B.S. Sri Krishna |
| 4 | Dr. D. Haritha | Professor & HOD (CSE, MCA) | Member | D. Haritha |
| 5 | Dr. A. Padmaja | Assoc. Professor & HOD (S&H) | Member | A. Padmaja |
| 6 | Dr. T. Satyanarayana | Professor & HOD (CE) | Member | T. Satyanarayana |
| 7 | Mr. A. Stanly Kumar | Asst. Professor & HOD (ME) | Member | A. Stanly Kumar |
| 8 | Mr. M. Ram Bhupal | Asst. Professor & HOD (IT) | Member | M. Ram Bhupal |
| 9 | Dr. N. Subramanyam | Professor & HOD (MBA) | Member | N. Subramanyam |
| 10 | Mr D.V. Subba Rao | In-charge of Examinations | Member | D.V. Subba Rao |
| 11 | Mr. A. Siva Nageswara Rao | Placement Officer | Member | A. Siva Nageswara Rao |
| 12 | Mr. M. Satya Kanth | Librarian | Member | M. Satya Kanth |
| 13 | Mr. J. Sai Sudheer Kumar | NSS Program Officer | Member | J. Sai Sudheer Kumar |
| 14 | Mr. B. Pratap | Administrative Officer | Member | B. Pratap |
| 15 | Mr. K. Ashok | Accounts | Member | K. Ashok |
| 16 | Mr. S. Krishna Rao | CEO of Info Park Software Technologies | Industry | S. Krishna Rao |

At the outset, the Chairperson welcomed all the present and commenced the meeting.

Resolutions:

- As opening remarks, the CAC coordinator read the minutes of earlier meetings and the minutes were reviewed and approved by the members.
- During the meeting, the Chairperson requested all the heads of the departments to take the acceptance of Electives from students for odd semester.
- All the heads finalized the opted list of electives for even semester and discussed the scope for enhancing the student skill set



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- All the heads of the departments are requested to submit their students project details for review to the Project Review Committee(PRC).
- The committee members suggested to conduct a few faculty Development Programs for the faculty , to improve their teaching methodologies of the faculty.
- During the meeting it was identified that to make student ready for placements extra training on campus drive and soft skills is needed. With this the chair person asked to conduct CRT and soft skills trainings.
- The NSS Coordinator said about the upcoming events and gave the reports of already conducted events.
- During the meeting its been decided to conduct Alumni Meet at last week of January .
- During the meeting the chairperson instructed to identify the students who are eligible for the scholarships "SRK Foundation Education Support Scheme" and "Sir M.Visvesvaraya Scheme" as scholarships offers financial support to the meritorious students for fulfilling of their minimum needs.

The meeting ended with the vote of thanks proposed by Dr. S. Sri Gowri, the CAC Coordinator

The Minutes are issued with the approval of the Chairperson.

S. Sri Gowri
CO-ORDINATOR



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Date: 02.11.2020

CIRCULAR

This is to inform all the students and staff members that the College Academic Committee has been reconstituted under the leadership of Dr.S.SriGowri, Professor and the Head, ECE department.

The CAC Members are as follows:

| S No | Name | Designation | Designation |
|------|---------------------------|--|--------------|
| 1 | Dr. M. Ekambaram Naidu | Principal | Chair Person |
| 2 | Dr. S. Sri Gowri | Professor & HOD (ECE, EEE) | Coordinator |
| 3 | Sri. B. S. Sri Krishna | Secretary | Management |
| 4 | Dr. D. Haritha | Professor & HOD (CSE, MCA) | Member |
| 5 | Dr. A. Padmaja | Professor & HOD (S&H) | Member |
| 6 | Dr .T. Satyanarayana | Professor& HOD (CE) | Member |
| 7 | Mr. A. Stanly Kumar | Asst. Professor &HOD (ME) | Member |
| 8 | Mr. M. Ram Bhupal | Asst. Professor & HOD (IT) | Member |
| 9 | Dr. N. Subramanyam | Professor & HOD (MBA) | Member |
| 10 | Mr. D.V. Subba Rao | In-charge of Examinations | Member |
| 11 | Mr. A. Siva Nageswara Rao | Placement Officer | Member |
| 12 | Mr. M. Satya Kanth | Librarian | Member |
| 13 | Mr. B.Naveen | NSS Program Officer | Member |
| 14 | Mr. B. Pratap | Administrative Officer | Member |
| 15 | Mr.K. Ashok | Accounts | Member |
| 16 | Mr. S. Krishna Rao | CEO of Info Park Software Technologies | Industry |

The CAC responsibilities are as follows:

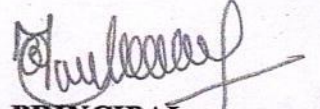
1. To prepare academic calendar taking the inputs of Department Academic Committee. The academic calendar is prepared by incorporating the schedule for training and certification programmes.
2. To ensure peaceful ambience of the campus by maintaining discipline in campus.
3. To encourage faculty members to enhance their skills by participating in faculty



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development programmes and/or research activities.

4. To prepare for accreditation process in academic year 2020-2021.


PRINCIPAL

Copy to:
Hon'ble Chairman
CAC Co-ordinator
All HoDs
Individual Committee Members



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Date: 10.11.2020

Minutes of Meeting

The CAC meeting was held on 04.11.2020 at 2.00 P.M at Principal's chamber. Following members were present during the meeting:

| S No | Name | Designation | Designation | Signature |
|------|---------------------------|--|--------------|-------------------|
| 1 | Dr. M. Ekambaram Naidu | Principal | Chair Person | |
| 2 | Dr. S. Sri Gowri | Professor & HOD (ECE, EEE) | Coordinator | S. Sri Gowri |
| 3 | Sri. B. S. Sri Krishna | Secretary | Management | B. S. Sri Krishna |
| 4 | Dr. D. Haritha | Professor & HOD (CSE, MCA) | Member | |
| 5 | Dr. A. Padmaja | Professor & HOD (S&H) | Member | A. Padmaja |
| 6 | Dr .T. Satyanarayana | Professor& HOD (CE) | Member | |
| 7 | Mr. A. Stanly Kumar | Asst. Professor &HOD (ME) | Member | |
| 8 | Mr. M.Ram Bhupal | Asst. Professor & HOD (IT) | Member | |
| 9 | Dr. N. Subramanyam | Professor & HOD (MBA) | Member | |
| 10 | Mr D.V. Subba Rao | In-charge of Examinations | Member | |
| 11 | Mr. A. Siva Nageswara Rao | Placement Officer | Member | |
| 12 | Mr. M. Satya Kanth | Librarian | Member | M. Satya Kanth |
| 13 | Mr. B.Naveen | NSS Program Officer | Member | |
| 14 | Mr. B. Pratap | Administrative Officer | Member | |
| 15 | Mr.K. Ashok | Accounts | Member | |
| 16 | Mr. S. Krishna Rao | CEO of Info Park Software Technologies | Industry | S. Krishna Rao |

At the outset, the Chairperson welcomed all present and commenced the meeting.

Resolutions:

- During the meeting, it was informed that all members have accepted to continue as members for the academic year 2020-21 and their acceptance was filed.
- During the meeting the CAC coordinator read minutes of earlier meetings and the minutes were reviewed and approved by the members.
- The Chairperson instructed all the HODs to collect the choice of electives from the students for the even semester 2020-21 A.Y, and all the HODs submitted the opted list of electives for the odd semester.



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- It was decided to allot a mentor for each 20 students to monitor their holistic performance.
- During the meeting it was decided that to enhance the quality of student skills by giving the projects from real time scenarios which should be inter disciplinary. All the HoDs are requested to submit their students' project details to project review committee (PRC).
- During the meeting all the committee members discussed on faculty Development Programs for this Academic Year 2020-21.
- In order to make the student industry ready a few certificate programs, campus training programs were finalized.
- The Chairperson suggested conducting NSS activities namely, Health Camp and Global warming Awareness programs etc on the basis of suggestions from all the committee members.
- The committee members discussed on certificate programs and asked the HODs to finalize the certificate programs that are required for student skill improvement.
- During the meeting The Chairperson congratulated the faculty member, Ms. A Radhika from CSE department for achieving her PhD from Rayalaseema University and suggested to encourage young faculty towards research.
- During the meeting the chairperson requested the heads of the departments to identify the students who are eligible for the scholarships "SRK Foundation Education Support Scheme" and "Sir M. Visvesvaraya Scheme" as scholarships offers financial support to the meritorious students for fulfilling of their minimum needs.
- During the meeting the Placement Officer read out all the activities that took place for academic year 2019-20. 182 students were placed during the academic year.

The meeting ended with the vote of thanks proposed by Dr. S. Sri Gowri the CAC Coordinator.

The Minutes are issued with the approval of the Chairperson.

S. Sri Gowri
CO-ORDINATOR



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Date: 03.11.2020

CIRCULAR

The meeting of College Academic Committee (CAC) for the Academic Year 2020-21 is scheduled on 04.11.2020 at 2.00 P.M at Principal's chamber to discuss on the following points:

AGENDA:

- a. To record the acceptance of members of CAC.
- b. To identify the electives for the academic.
- c. To identify merit students.
- d. Planning for campus and soft skills training
- e. Planning of NSS Activities.
- f. To identify the certificate programs.
- g. To discuss on Research & Development activities.
- h. Planning for Merit Scholarship.
- i. To discuss conduction of classes in the pandemic situation following standard operating procedure.
- j. To prepare for accreditation process in academic year 2020-2021.
- k. Any points with the permission of the chair.

All members of CAC are requested to attend the meeting.

TO,
All Members of CAC
Copy to:
Hon'ble Chairman
Principal

S. Sri Gowri
CO-ORDINATOR



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| S No | Name | Designation | Designation | sign |
|------|---------------------------|--|--------------|-----------------------|
| 1 | Dr. M. Ekambaram Naidu | Principal | Chair Person | |
| 2 | Dr. S. Sri Gowri | Professor & HOD (ECE, EEE) | Coordinator | S. Sri Gowri |
| 3 | Sri. B. S. Sri Krishna | Secretary | Management | B.S.S.K. |
| 4 | Dr. D. Haritha | Professor & HOD (CSE, MCA) | Member | D. Haritha |
| 5 | Dr. A. Padmaja | Professor & HOD (S&H) | Member | A. Padmaja |
| 6 | Dr. T. Satyanarayana | Professor & HOD (CE) | Member | T. Satyanarayana |
| 7 | Mr. A. Stanly Kumar | Asst. Professor & HOD (ME) | Member | A. Stanly Kumar |
| 8 | Mr. M. Ram Bhupal | Asst. Professor & HOD (IT) | Member | M. Ram Bhupal |
| 9 | Dr. N. Subramanyam | Professor & HOD (MBA) | Member | N. Subramanyam |
| 10 | Mr D.V. Subba Rao | In-charge of Examinations | Member | D.V. Subba Rao |
| 11 | Mr. A. Siva Nageswara Rao | Placement Officer | Member | A. Siva Nageswara Rao |
| 12 | Mr. M. Satya Kanth | Librarian | Member | M. Satya Kanth |
| 13 | Mr. B. Naveen | NSS Program Officer | Member | B. Naveen |
| 14 | Mr. B. Pratap | Administrative Officer | Member | B. Pratap |
| 15 | Mr.K. Ashok | Accounts | Member | K. Ashok |
| 16 | Mr. S. Krishna Rao | CEO of Info Park Software Technologies | Industry | S. Krishna Rao |



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Date: 30.03.2021

CIRCULAR

The meeting of CAC for the Academic Year is scheduled on 31.03.2021 at 2.00 P.M at Principal's chamber to discuss on the following points:

AGENDA:

1. To identify the electives for this academic.
2. To discuss on projects.
3. Planning for CRT/ and a few soft skill Activities.
4. Planning of NSS Activities.
5. Planning for Alumni Meet.
6. Planning for Merit Scholarship.
7. Making meticulous plans for SSR submission and preparing the institution for NAAC peer team visit
8. Any points with the permission of the chair.

All members of CAC are requested to attend the meeting.

TO,
All Members of CAC
Copy to:
Hon'ble Chairman
Principal

S. Sri Gowri
CO-ORDINATOR



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| S No | Name | Designation | Designation | Signature |
|------|---------------------------|--|--------------|-------------------------|
| 1 | Dr. M. Ekambaram Naidu | Principal | Chair Person | <i>[Signature]</i> |
| 2 | Dr. S. Sri Gowri | Professor & HOD (ECE, EEE) | Coordinator | <i>S. Sri Gowri</i> |
| 3 | Sri. B. S. Sri Krishna | Secretary | Management | <i>[Signature]</i> |
| 4 | Dr. D. Haritha | Professor & HOD (CSE, MCA) | Member | <i>[Signature]</i> |
| 5 | Dr. A. Padmaja | Professor & HOD (S&H) | Member | <i>[Signature]</i> |
| 6 | Dr. T. Satyanarayana | Professor & HOD (CE) | Member | <i>T. Satyanarayana</i> |
| 7 | Mr. A. Stanly Kumar | Asst. Professor & HOD (ME) | Member | <i>[Signature]</i> |
| 8 | Mr. M. Ram Bhupal | Asst. Professor & HOD (IT) | Member | <i>[Signature]</i> |
| 9 | Dr. N. Subramanyam | Professor & HOD (MBA) | Member | <i>[Signature]</i> |
| 10 | Mr D.V. Subba Rao | In-charge of Examinations | Member | <i>[Signature]</i> |
| 11 | Mr. A. Siva Nageswara Rao | Placement Officer | Member | <i>[Signature]</i> |
| 12 | Mr. M. Satya Kanth | Librarian | Member | <i>M. Satya Kanth</i> |
| 13 | Mr. B. Naveen | NSS Program Officer | Member | <i>B. Naveen</i> |
| 14 | Mr. B. Pratap | Administrative Officer | Member | <i>[Signature]</i> |
| 15 | Mr. K. Ashok | Accounts | Member | <i>[Signature]</i> |
| 16 | Mr. S. Krishna Rao | CEO of Info Park Software Technologies | Industry | <i>[Signature]</i> |



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Date: 06.04.2021

Minutes of Meeting

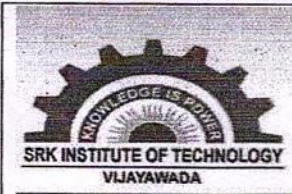
The CAC meeting was held on 31.03.2021 at 2.00 P.M at Principal's chamber. Following members were present during the meeting:

| S No | Name | Designation | Designation | |
|------|---------------------------|--|--------------|-------------------------|
| 1 | Dr. M. Ekambaram Naidu | Principal | Chair Person | <i>[Signature]</i> |
| 2 | Dr. S. Sri Gowri | Professor & HOD (ECE, EEE) | Coordinator | <i>S. Sri Gowri</i> |
| 3 | Sri. B. S. Sri Krishna | Secretary | Management | <i>BSK</i> |
| 4 | Dr. D. Haritha | Professor & HOD (CSE, MCA) | Member | <i>[Signature]</i> |
| 5 | Dr. A. Padmaja | Professor & HOD (S&H) | Member | <i>[Signature]</i> |
| 6 | Dr .T. Satyanarayana | Professor& HOD (CE) | Member | <i>T. Satyanarayana</i> |
| 7 | Mr. A. Stanly Kumar | Asst. Professor &HOD (ME) | Member | <i>[Signature]</i> |
| 8 | Mr. M. Ram Bhupal | Asst. Professor & HOD (IT) | Member | <i>[Signature]</i> |
| 9 | Dr. N. Subramanyam | Professor & HOD (MBA) | Member | <i>[Signature]</i> |
| 10 | Mr D.V. Subba Rao | In-charge of Examinations | Member | <i>[Signature]</i> |
| 11 | Mr. A. Siva Nageswara Rao | Placement Officer | Member | <i>[Signature]</i> |
| 12 | Mr. M. Satya Kanth | Librarian | Member | <i>[Signature]</i> |
| 13 | Mr.B.Naveen | NSS Program Officer | Member | <i>[Signature]</i> |
| 14 | Mr. B. Pratap | Administrative Officer | Member | <i>[Signature]</i> |
| 15 | Mr.K. Ashok | Accounts | Member | <i>[Signature]</i> |
| 16 | Mr. S. Krishna Rao | CEO of Info Park Software Technologies | Industry | <i>[Signature]</i> |

At the outset, the Chairperson welcomed all present and commenced the meeting.

Resolutions:

- During the meeting the CAC coordinator read the minutes of earlier meetings and the minutes were reviewed and approved by the members.
- During the meeting, the Chairperson instructed all the HODs to take the acceptance of Electives from students for Odd Semester , All the HODs and read out the opted list of electives for even semester and discussed the scope for enhancing the student skill set



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- All the HoDs are requested to submit their students' project details.
- The committee members suggested to conduct a few faculty Development Programs for the faculty, to improve their teaching methodologies of the faculty.
- During the meeting it was identified that to make student ready for placements extra training on CRT/soft skills is needed. With this the chair person asked to conduct CRT and soft skills trainings.
- During the meeting the NSS coordinator read out the activities for this academic year.
- During the meeting the Chairperson asked to conduct Alumni meet.
- During the meeting the chairperson instructed to identify the students who are eligible for the scholarships "SRK Foundation Education Support Scheme" and "Sir M.Visvesvaraya Scheme" as scholarships offers financial support to the meritorious students for fulfilling of their minimum needs.

The meeting ended with the vote of thanks proposed by Dr. S. Sri Gowri the CAC Coordinator

The Minutes are issued with the approval of the Chairperson.

S. Sri Gowri
CO-ORDINATOR