



VIGNAN'S INSTITUTE OF INFORMATION TECHNOLOGY (Autonomous)

www.vignaniit.com (Approved by AICTE & Affiliated to JNTUK, Kakinada) Estd – 2002

Re-accredited by NAAC with 'A' Grade (CGPA of 3.41/ 4.00)

DEPARTMENT OF MANAGEMENT STUDIES

Ref: MBA/DDC/2020-21/1

Date: 08-07-2020

CIRCULAR

All the members of Department Development Committee (DDC) and Faculty members are hereby informed to attend DDC meeting scheduled on 14-07-2020 (Tuesday).

Timing: 2:00 PM-4:00 PM

Venue: Seminar hall

Agenda:

- Review on earlier Meeting minutes
- WINGS Activities through online
- Status of MOOCs courses of staff
- FDP's/ workshops
- Discussion to conduct mid exams through Codetantra
- Status of online Courses
- Staff research progress
- Any other issues of members interest


Dr. B. Chandra

Member secretary


Dr. P. Ramesh

HOD - MBA
Chairperson
VIGNAN'S INSTITUTE OF
INFORMATION TECHNOLOGY
VISAKHAPATNAM

Copy To

- All the DDC members
- Rector Office
- Principal Office



VIGNAN'S INSTITUTE OF INFORMATION TECHNOLOGY (Autonomous)

www.vignaniit.com (Approved by AICTE & Affiliated to JNTUK, Kakinada) Estd – 2002

Re-accredited by NAAC with 'A' Grade (CGPA of 3.41/ 4.00)

DEPARTMENT OF MANAGEMENT STUDIES

Ref: MBA/DDC/2020-21/2

Date: 14-07-2020

The minutes of meeting of the Department Development Committee

Members attended the meeting

S.No	Name	Designation	Role	Signature
1	Dr. P.Ramesh	Assoc. Professor	Chairperson	
2	Dr. S,M,Murali Krishna	Assoc. Professor	Member	
3	Dr. Ch.Harigovinda Rao	Assoc. Professor	Member	
4	Mrs. B.Chandra	Assistant Professor	Member	
5	A. Kavya	Student	Member	

The HOD conducted a meeting with all the members of DDC on 14-07-2020 at 02:00 PM in the Seminar hall and discussed the following points.

S. No.	Points Discussed
1	Chairperson discussed the progression of department in the academic year 2019-20.
2	<p>➤ Review on Meeting minutes:</p> <ul style="list-style-type: none">• Infrastructural requirement are full filled.• Some Faculty registered for Professional bodies• Successfully organised VISTA-2K19 <p>➤ WINGS Activities through online: In view of COVID it is directed to Wings co-ordinators to conduct wings activities through Zoom plat forum.</p> <p>➤ Status of MOOCs courses of staff : It is directed to all staff to register through coursera</p> <p>FDP's/ workshops : As during COVID-19 all staff are directed to attend FDP's/</p>

	workshops through Zoom plat forum
	<p>➤ Discussion to conduct mid exams through Codetantra: In view of Covid -19 Chairperson proposed to conduct mid examination through Codetantra.</p> <p>➤ Staff research progress: All faculty members are instructed to produce at least 2 papers per head per academic year</p> <p>➤ Other points of discussion :</p> <ul style="list-style-type: none"> • As per the Chairman sir's words & wishes, communicated safety precautions of COVID-19 to all staff & students. • Management directed all staff to prepare video lectures for current semester subjects.
3	<p>➤ Chairperson extended the vote of thanks for all the members for attending the first DDC meeting with a request to provide long-term support for the prospective development of the department in all means.</p>


Dr. B. Chandra

Member secretary


Dr. P. Ramesh

NOD - MBA
Chairperson
VIGNAN'S INSTITUTE OF
INFORMATION TECHNOLOGY
VISAKHAPATNAM-4

Copy To

- All the DDC members
- Rector Office
- Principal Office



VIGNAN'S INSTITUTE OF INFORMATION TECHNOLOGY (Autonomous)

www.vignaniit.com (Approved by AICTE & Affiliated to JNTUK, Kakinada) Estd – 2002

Re-accredited by NAAC with 'A' Grade (CGPA of 3.41/ 4.00)

DEPARTMENT OF MANAGEMENT STUDIES

Ref: MBA/DDC/2020-21/3

Date: 18-12-2020

CIRCULAR

All the members of DDC and faculty members are hereby informed to attend Department Development Committee (DDC) meeting scheduled on 28-12-2020 (Monday).

Timing: 2:00 PM-4:00 PM

Venue: EKLAVYA hall

Agenda:

- 1) Review on Action taken report of previous DDC
- 2) Project review committee
- 3) Quality improvement suggestions and initiative.
 - a) VR-21 BOS Regulation.
 - b) WINGS fund mobilization
 - c) Research, innovations and extensions.
 - d) Infrastructure requirement.
 - e) Video lectures.
- 4) Any other points with the permission of chairperson


Dr. B. Chandra

Member secretary

Copy To

- All the DDC members
- Rector Office
- Principal Office


Dr. P. Ramesh


Chairperson

**VIGNAN'S INSTITUTE OF
INFORMATION TECHNOLOGY
VISAKHAPATNAM-4**

**VIGNAN'S INSTITUTE OF INFORMATION TECHNOLOGY (Autonomous)**

www.vignaniit.com (Approved by AICTE & Affiliated to JNTUK, Kakinada) Estd – 2002

Re-accredited by NAAC with 'A' Grade (CGPA of 3.41/ 4.00)

DEPARTMENT OF MANAGEMENT STUDIES

Ref: MBA/DDC/2020-21/4

Date: 28-12-2020

The minutes of meeting of the Department Development Committee

The HOD conducted a meeting with all the members of DDC on 28-12-2020 at 02:00 PM in Eklavya hall and discussed the following points.

Members Present in the meeting

S.No	Name	Designation	Role	Signature
1	Dr.P.Ramesh	Assoc. Professor	Chairperson	
2	Dr.S,M,Murali krishna	Assoc. Professor	Member	
3	Dr.Ch. Harigovinda Rao	Assoc. Professor	Member	
4	Mrs. B.Chandra	Assistant Professor	Member	
5	Dr. T Archana Acharya	Assoc. Professor	Member	
6	A. Kavya	Student	Member	

S. No.	Points Discussed
1	Mrs. B.Chandra welcomed all the members for the meeting and discussed the agenda of the meeting.
2	Chairperson discussed the progression of resolutions taken in previous DDC in the academic year 2020-21.
3	<p>➤ Review on Meeting minutes:</p> <ul style="list-style-type: none">• All faculty completed minimum 2 and maximum 10 courses under Coursera• Maximum number of faculty attended for FDP's.• Successfully conducted mid exam through Codetantra. <p>➤ Project review committee: It was directed to all faculty members to conduct project review committee to prepare for external Viva-voce.</p>

	<p>➤ Wings funds mobilization: Wings funds mobilized through Wings membership fee.</p> <p>➤ CRT sessions: To improve the quality placement T&P Co-ordinators has to organize more CRT sessions.</p> <p>➤ Infrastructure of the Department: As it is decided to request college administration to provide speaker and systems for faculty.</p> <p>➤ Video lectures: Committee advised to Complete Video lectures for III semester courses and upload in YouTube for free access to students.</p> <p>➤ VR 21 BOS regulation: It is proposed to prepare new syllabus by way of incorporating need based electives under VR-21 Regulation.</p> <p>➤ Others:</p> <ul style="list-style-type: none"> • Management directed all Departments to get ready for Accreditations (NAAC, NBA, and Autonomous). • It is proposed to organize CSR –Activity for next academic year.
4	<p>Meeting has been declared for open for inviting suggestions to improve the quality of the department activities</p> <p>➤ Department must have a plan for every semester to improve the academics, research & placement.</p> <p>➤ If more numbers of activities are organized by the students, their leadership qualities will improve and affection towards college may also enhance.</p>
5	<p>Chairperson extended the vote of thanks for all the members for attending the second DDC meeting with a request to provide long-term support for the prospective development of the department in all means.</p>


Dr. B. Chandra

Member secretary

Copy To

- All the DDC members
- Rector Office
- Principal Office


Dr. P. Ramesh

Chairperson
VIGNAN'S INSTITUTE OF
INFORMATION TECHNOLOGY
TIRUPATI