



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/2021-22/1

Date: 10-06-2021

CIRCULAR

All the members of DDC and faculty members are hereby informed to attend Department Development Committee (DDC) meeting scheduled on 12-06-2021 (Saturday).

Timing: 10:00 AM-12:00 A.M

Venue: EKLAVYA hall

Agenda:

1. Review on Action taken report of previous DDC
2. Quality improvement suggestions
 - a) Teaching- learning practices
 - b) Enhance employability of students
 - c) Status on Research, extension activities
 - d) Infrastructure requirements
3. Any other points with the permission of chairperson


(Dr. B.Chandra)

Member secretary


(Dr. P.Ramesh)

Chairperson

**VIGNAN'S INSTITUTE OF
INFORMATION TECHNOLOGY**
RAKHAPATNAM

Copy To

- All the DDC members
- Rector Office
- Principal Office

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DEPARTMENT OF MANAGEMENT STUDIES

Ref: MBA/DDC/2021-22/1

Date: 12-06-2021

The minutes of the meeting of the Department Development Committee

The HOD conducted a meeting with all the members of DDC on 12-06-2021 at 10:00 AM 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	P.Ramesh
2	Dr.S.M.Murali Krishna	Professor	Member	S.M.Krishna
3	Dr. CH.Harigovinda Rao	Professor	Member	CH
4	Dr. T.Archana Acharya	Assoc. Professor	Member	T.Archana
5	Dr.B.Chandra	Assoc. Professor	Member	B.Chandra
6	A.Kavya	Student	Member	A.Kavya

S. No.	Points Discussed
1	Dr.P.Ramesh welcomed all the members for the meeting and discussed the agenda of the meeting.
2	Quality improvement suggestions
3	➤ Review on Meeting minutes: <ul style="list-style-type: none">• All II MBA are registered for NPTEL• Two more class rooms are allotted• Successfully Research centre committed visited the department. ➤ Teaching- learning practices

- Currently more focus is on traditional approach which on higher priority need to switch over to ICT based system on the daily basis.
- Practical Demonstrations, Live Problem Solving and Industry needs be discussed
- Guest Lectures, Workshop Session be regular conducted by experts within or outside Institution experts.
- Recommends that each teacher must evaluate the CO and PO attainment level for each student and in each subject

➤ *Status on Research, extension activities*

- On amendments of the research policy it may be made compulsory for each of the Faculty to publish a research article in the standard publications of international repute or apply for a Research Project / Grant in each semester. The research policy would be developed by the Associate Dean R&D.
- Committee members advised to organise two Extension activities per Semester.

➤ *Enhance employability of students*

- Proposed that faculties must be exposed to industry and must be sent on specialized trainings as per industry demands. Academic syllabus must incorporate latest industry technologies and research progresses
- Alumni Engagements and enhancement of alumni interaction.

➤ **Other points of discussion:**

- Student member asked about new books purchase in library for the next semester.
- The faculty has to motivate the Students about the utilization of various online resources, NPTEL, Coursera to upgrade the skills and Knowledge.

4

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.

(Dr. B. Chandra)

Member secretary

(Dr. P. Ramesh)

MOD - MBA
Chairperson
VIGNAN'S INSTITUTE OF
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SAKHPATNAM - 6



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DEPARTMENT OF MANAGEMENT STUDIES

Ref: MBA/DDC/2021-22/2

Date: 26-12-2021

CIRCULAR

All the members of DDC and faculty members are hereby informed to attend Department Development Committee (DDC) meeting scheduled on 28-12-2021 (Tuesday).

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.
 - e) VR-21 BOS Regulation.
 - f) WINGS fund mobilization
 - g) Research, innovations and extensions.
 - h) Infrastructure requirement.
 - i) Video lectures.
- 4) Any other points with the permission of chairperson


Dr. B. Chandra

Member secretary

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- All the DDC members
- Rector Office
- Principal Office


Dr. P. Ramesh

Chairperson

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VISAKHAPATNAM-48**

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DEPARTMENT OF MANAGEMENT STUDIES

Ref: MBA/DDC/2021-22/2

Date: 28-12-2021

The minutes of meeting of the Department Development Committee


The HOD conducted a meeting with all the members of DDC on 28-12-2021 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	Professor	Member	
3	Dr. CH.Harigovinda Rao	Professor	Member	
4	Dr. T.Archana Acharya	Assoc. Professor	Member	
5	Dr.B.Chandra	Assoc. Professor	Member	
6	A. Kavya	Student	Member	A. Kavya


S. No.	Points Discussed
1	Dr.P.Ramesh 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>➤ <i>Review on Meeting minutes:</i></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>➤ <i>Project review committee:</i> It was directed to all faculty members to conduct</p>

	<p>project review committee to prepare for external Viva-voce.</p> <ul style="list-style-type: none"> ➤ <i>Wings funds mobilization:</i> Wings funds mobilized through Wings membership fee. ➤ <i>CRT sessions:</i> To improve the quality placement T&P Co-ordinators has to organize more CRT sessions. ➤ <i>Infrastructure of the Department:</i> As it is decided to request college administration to provide speaker and systems for faculty. ➤ <i>Video lectures:</i> Committee advised to Complete Video lectures for III semester courses and upload in YouTube for free access to students. ➤ <i>VR 21 BOS regulation:</i> It is proposed to prepare new syllabus by way of incorporating need based electives under VR-21 Regulation. ➤ <i>Others points of discussion :</i> <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> <ul style="list-style-type: none"> ➤ Department must have a plan for every semester to improve the academics, research & placement. ➤ If more numbers of activities are organized by the students, their leadership qualities will improve and affection towards college may also enhance.
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

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Dr. P. Ramesh
 Chairperson

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 VISAKHAPATNAM - 5**

	workshops through Zoom plat forum
	<p>➤ <i>Discussion to conduct mid exams through Codetantra:</i> In view of Covid -19 Chairperson proposed to conduct mid examination through Codetantra.</p> <p>➤ <i>Staff research progress:</i> All faculty members are instructed to produce at least 2 papers per head per academic year</p> <p>➤ <i>Other points of discussion :</i></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

Chairperson
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VISAKHAPATNAM-46**

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