



# MAHAVEER

**INSTITUTE OF SCIENCE & TECHNOLOGY**

Approved by AICTE, Affiliated to JNTU, Hyderabad.

Vyasapuri, Bandlaguda, Post: Keshavnagar, Hyderabad-500005.

## 6.1.1 Additional information of affective leadership in tune with vision and mission

S. No.	Particulars	Page No.
1	Vision and Mission	4
2	Members of Academic Council	5
3	Sample of Participation of Teachers in Various Decision-Making Bodies	6
4	Sample Academic Event Planning	11

*K. Sankar*  
**PRINCIPAL**  
**MAHAVEER**  
INSTITUTE OF SCIENCE & TECHNOLOGY  
Bandlaguda, Hyd-500 005.



# MAHAVEER

## INSTITUTE OF SCIENCE & TECHNOLOGY

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Vyasaapur, Bandlaguda, Post: Keshavnagar, Hyderabad-500005.

### **Vision of MIST**

To be a centre of excellence in Technical Education with Research Orientation and to Develop Human Resources to serve the society and Nation building.

### **Mission of MIST**

M1: To provide comprehensive technical education programmes in various disciplines and to contribute effectively to the profession and the society.

M2: Establishing centre of excellence in inter disciplinary areas which are important and relevant to industry and employment with scope for research.

M3: To inculcate human values and ethical practices to the graduates through co-curricular and extracurricular activities.

  
**PRINCIPAL**  
**MAHAVEER**  
INSTITUTE OF SCIENCE & TECHNOLOGY  
Bandlaguda, Hyd-500 005.

Vyasapuri, Bandlaguda, Post: Keshavgi,  
Hyderabad-500 005, Telangana, INDIA  
Tel: 040-29880079, 8978380692  
Mobile No: 9550544411  
Email: ssmist@gmail.com

# MAHAVEER Educational Society

( Regd No: 6322 of 1999, dated 06-09-1999)



Date : 08.04.2022

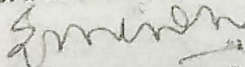
Mahaveer Educational Society was established under A.P ( Telangana Area) Public Societies Registration Act in the year 1999, and granted certificate of Registration bearing No. 6322 of 1999 dated 06.09.1999 by the Office of the Registrar of Societies, to serve the sublime cause and objective for spread of general Professional and Engineering education by a team of societal conscious and enlightened and vision persons, under the stewardship of the Chairman, Mahaveer Educational Society.

## RESOLUTION OF THE EXECUTIVE COMMITTEE

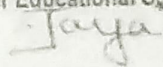
It is resolved that the new Governing Body constituted under the Chairmanship of Smt. S. Jaya Lakshmi for the educational institution " Mahaveer Institute of Science and Technology[E3], Vyasapuri, Bandlaguda, Keshavgi(Post), Hyderabad – 500 005 under Governance of Mahaveer Educational Society[MES], Hyderabad. The board of members will monitor the academic environment of the institution. The Governing Body Members is as follows.

S.No	Name of the Governing Body Member	Designation of the member where working at parent Organization
1.	Smt. S. Jaya Lakshmi	Chairman, MES
2.	Mr. S. Surender Reddy	Secretary, MES
3.	Mr. S. Dhananjaya Reddy	Joint Secretary, MES
4.	Mr.K. Dharma Reddy	Former Director, Ministry of Industries & Commerce (Govt. of India)
5.	Mr. Dr. A Ramachander	Director, ESI and panel doctor for GHMC
6.	Mr. S. Rama Krishna Reddy	Industrialist
7.	Mr. K. Rama Krishna Reddy	Retd. Dist Principal Judge
8.	Dr. H.S.N. Murthy	Former Professor, Dept. of ECE, JNTUH-Hyderabad
9.	Dr. V. Kama Raju	Former Principal & Prof. in EEE, JNTU-Kakinada
10.	Dr. K. Vijaya Kumar Reddy	Prof. in Mech. Director(R&D), University Nominee, JNTUH- Hyderabad
11.	Dr. B.V. Sanker Ram	Principal, Mahaveer Institute of Science & Technology

For Mahaveer Educational Society

  
Secretary, MES Secretary  
(Mr. S. Surender Reddy)

For Mahaveer Educational Society

  
Chairman, MES  
Chairman, S. Jaya Lakshmi



# MAHAVEER

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Vyasaapur, Bandlaguda, Post: Keshavnagar, Hyderabad-500005

MIST/ACC/CIR-1/2020-2021/2

28-01-2021


### CIRCULAR

It is to inform all the committee members that the Academic Council Committee meeting will be held on 30-10-2020 at 10:00 am in the BoardRoom. All committee members are requested to be present in the meeting on time to discuss the following points for the academic year 2020-2021.

#### AGENDA


1. Review of Committee activities.
2. Preparation of Academic calendar.
3. Preparation of time tables and subject allotment to the faculty.
4. Attendance and Result Analysis.
5. Teaching methodology and monitoring.
6. Regarding allotment of mini projects for final year students.

Yours Sincerely

  
ACC Committee Coordinator

#### Copy to:

1. Principal
2. IQAC Coordinator
3. R&D Coordinator
4. All HOD's and Committee Members





ESTD - 2001

# MAHAVEER INSTITUTE OF SCIENCE & TECHNOLOGY

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Vyasaapur, Bandlaguda, Post: Keshavnagar, Hyderabad-500005

MIST/ACC/MOM-1/2016-2017/2

30-01-2021

## MINUTES OF MEETING

The following are the Academic Council Committee members who attended the meeting.

S.NO	Name of the member	Designation	Signature
1	Dr. K.S.S.S.N Reddy	Chairman	K.S.S.S.N Reddy
2	Dr. Jaspal Kumar	Coordinator	Jaspal Kumar
3	Dr. R. Nakkeeran	Member	R. Nakkeeran
4	B. Venkateshwar Reddy	Member	B. Venkateshwar Reddy
5	Dr. N. Rajender Reddy	Member	N. Rajender Reddy
6	Dr. M. Prathibha	Member	M. Prathibha
7	Dr. M.V. Subba Reddy	Member	M.V. Subba Reddy
8	Dr. A. Nanda Gopal Reddy	Member	A. Nanda Gopal Reddy
9	CH. Swethamber	Member	CH. Swethamber
10	Dr. S.R. Dinesh Kumar	Member	S.R. Dinesh Kumar
11	Industry Nominee	Member	N. Praveen
12	Student Nominee	Yogesh	Yogesh
13	Pranoda	TPO, Member	Pranoda
14	T. Rama Latha	Library, Member	T. Rama Latha

Principal welcomed all the committee members.

The coordinator of ACC has directed all the committee members to carry out the responsibilities rigorously.

- > The academic calendar and the academic activities were planned after the detailed discussions held with the HOD's.
- > The proper implementation of the teaching methodology suggested by the HOD's has been ensured and advised to introduce the new methods of teaching and learning.
- > The members of the committee are suggested to instruct and follow up with students about their learning outcomes.
- > Also suggested the members to ensure the follow up of the attendance and the result analysis to enhance the performance of the students in the upcoming years.
- > After the detailed discussions with the HODs the respective mini project incharges of the individual departments are recommended to allocate the mini projects to all the final year students.

J. P. Polkumar  
ACC Coordinator

Copy to

1. Principal
2. All Members



ESTD : 2001

# MAHA VEER

## INSTITUTE OF SCIENCE & TECHNOLOGY

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Vyasapuri, Bandlaguda, Post: Keshavnagar, Hyderabad-500005

1. Principal
2. All Members

MIST/ACC/CIR-1/2020-2021/1

19-08-2020

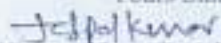
### CIRCULAR

It is to inform all the committee members that the Academic Council Committee meeting will be held on 21-08-2020 at 10:00 am in the BoardRoom. All committee members are requested to be present in the meeting on time to discuss the following points for the academic year 2020-2021.

#### AGENDA

1. Review of Committee activities.
2. Preparation of Academic calendar.
3. Preparation of time tables and subject allotment to the faculty.
4. Attendance and Result Analysis.
5. Teaching methodology and monitoring.
6. Regarding allotment of mini projects for final year students.

Yours Sincerely

  
ACC Committee Coordinator

Copy to:

1. Principal
2. IQAC Coordinator
3. R&D Coordinator
4. All HOD's and Committee Members





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# MAHAVEER INSTITUTE OF SCIENCE & TECHNOLOGY

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MIST/ACC/MOM-1/2020-2021/1

21-08-2020

## MINUTES OF MEETING

The following are the Academic Council Committee members who attended the meeting.

S.NO	Name of the member	Designation	Signature
1	Dr. K.S.S.S.N Reddy	Chairman	K.S.S.S.N Reddy
2	Dr. Jaspal Kumar	Coordinator	Jaspal Kumar
3	Dr. R. Nakkeeran	Member	R. Nakkeeran
4	B. Venkateshwar Reddy	Member	B. Venkateshwar Reddy
5	Dr. N. Rajender Reddy	Member	N. Rajender Reddy
6	Dr. M. Prathibha	Member	M. Prathibha
7	Dr. M.V. Subba Reddy	Member	M.V. Subba Reddy
8	Dr. A. Nanda Gopal Reddy	Member	A. Nanda Gopal Reddy
9	CH. Swethamber	Member	CH. Swethamber
10	Dr. S.R. Dinesh Kumar	Member	S.R. Dinesh Kumar
11	Industry Nominee	Member	M.D.N. Yousuf
12	Student Nominee	Yogesh	Yogesh
13	Pramoda	TPO, Member	Pramoda
14	T. Rama Latha	Library, Member	T. Rama Latha

Principal welcomed all the committee members.

The coordinator of ACC has directed all the committee members to carry out the responsibilities rigorously.

- > The academic calendar and the academic activities were planned after the detailed discussions held with the HOD's.
- > The proper implementation of the teaching methodology suggested by the HOD's has been ensured and advised to introduce the new methods of teaching and learning.
- > The members of the committee are suggested to instruct and follow up with students about their learning outcomes.
- > Also suggested the members to ensure the follow up of the attendance and the result analysis to enhance the performance of the students in the upcoming years.
- > After the detailed discussions with the HODs the respective mini project incharges of the individual departments are recommended to allocate the mini projects to all the final year students.

Jaspal Kumar  
ACC Coordinator

Copy to

1. Principal
2. All Members

Principal



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Vengal Rao, Durgam Cheru, Post: Keshavnagar, Hyderabad-500005

MIST/ACC/CIR-1/2019-2020/2

23-10-2019

## CIRCULAR

It is to inform all the committee members that the Academic Council Committee meeting will be held on 25-10-2019 at 10:00 am in the BoardRoom. All committee members are requested to be present in the meeting on time to discuss the following points for the academic year 2019-2020.

### AGENDA

1. Review of Committee activities.
2. Preparation of Academic calendar.
3. Preparation of time tables and subject allotment to the faculty.
4. Attendance and Result Analysis.
5. Teaching methodology and monitoring.
6. Regarding allotment of mini projects for final year students.

Yours Sincerely

  
ACC Committee Coordinator

### Copy to:

1. Principal
2. IQAC Coordinator
3. R&D Coordinator
4. All HOD's and Committee Members







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## INSTITUTE OF SCIENCE & TECHNOLOGY

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MISTEACC/MOM-1/2019-2020/2

25-10-2019

### MINUTES OF MEETING

The following are the Academic Council Committee members who attended the meeting.

S.NO	Name of the member	Designation	Signature
1	Dr. K.S.S.S.N Reddy	Chairman	K.S.S.S.N Reddy
2	Dr. Jaspal Kumar	Coordinator	Jaspal Kumar
3	Dr. R. Nakkeeran	Member	R. Nakkeeran
4	B. Venkateshwar Reddy	Member	B. Venkateshwar Reddy
5	Dr. N. Rajender Reddy	Member	N. Rajender Reddy
6	Dr. M. Prathibha	Member	M. Prathibha
7	Dr. M.V. Subba Reddy	Member	M.V. Subba Reddy
8	Dr. A. Nanda Gopal Reddy	Member	A. Nanda Gopal Reddy
9	CH. Swethamber	Member	CH. Swethamber
10	Dr. S.R. Dinesh Kumar	Member	S.R. Dinesh Kumar
11	Industry Nominee	Member	M. Dhanraj
12	Student Nominee	Yogesh	Yogesh
13	Pramoda	TPO, Member	Pramoda
14	T. Rama Latha	Library, Member	T. Rama Latha

Principal welcomed all the committee members.

The coordinator of ACC has directed all the committee members to carry out the responsibilities rigorously.

- > The academic calendar and the academic activities were planned after the detailed discussions held with the HOD's.
- > The proper implementation of the teaching methodology suggested by the HOD's has been ensured and advised to introduce the new methods of teaching and learning.
- > The members of the committee are suggested to instruct and follow up with students about their learning outcomes.
- > Also suggested the members to ensure the follow up of the attendance and the result analysis to enhance the performance of the students in the upcoming years.
- > After the detailed discussions with the HODs the respective mini project incharges of the individual departments are recommended to allocate the mini projects to all the final year students.

Jaspal Kumar  
ACC Coordinator

Copy to

K.S.S.S.N Reddy



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MIST/ACC/CIR-1/2019-2020/1

19-06-2019

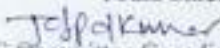
### CIRCULAR

It is to inform all the committee members that the Academic Council Committee meeting will be held on 21-06-2019 at 10:00 am in the BoardRoom. All committee members are requested to be present in the meeting on time to discuss the following points for the academic year 2019-2020.

#### AGENDA

1. Review of Committee activities.
2. Preparation of Academic calendar.
3. Preparation of time tables and subject allotment to the faculty.
4. Attendance and Result Analysis.
5. Teaching methodology and monitoring.
6. Regarding allotment of mini projects for final year students.

Yours Sincerely

  
ACC Committee Coordinator

Copy to:

1. Principal
2. IQAC Coordinator
3. R&D Coordinator
4. All HOD's and Committee Members





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Vyasaapur, Bandlaguda, Post: Keshavnagar, Hyderabad-500095

MIST/ACC/MOM-1/2019-2020/1

21-06-2019

### MINUTES OF MEETING

The following are the Academic Council Committee members who attended the meeting.

S.NO	Name of the member	Designation	Signature
1	Dr. K.S.S.S.N Reddy	Chairman	K.S.S.S.N Reddy
2	Dr. Jaspal Kumar	Coordinator	Jaspal Kumar
3	Dr. R. Nakkeeran	Member	R. Nakkeeran
4	B. Venkateshwar Reddy	Member	B. Venkateshwar Reddy
5	Dr. N. Rajender Reddy	Member	N. Rajender Reddy
6	Dr. M. Prathibha	Member	M. Prathibha
7	Dr. M.V. Subba Reddy	Member	M.V. Subba Reddy
8	Dr. A. Nanda Gopal Reddy	Member	A. Nanda Gopal Reddy
9	CH. Swethamber	Member	CH. Swethamber
10	Dr. S.R. Dinesh Kumar	Member	S.R. Dinesh Kumar
11	Industry Nominee	Member	M.D. Negeen
12	Student Nominee	Yogesh	Yogesh
13	Pramoda	TPO, Member	Pramoda
14	T. Rama Latha	Library, Member	T. Rama Latha

Principal welcomed all the committee members.

The coordinator of ACC has directed all the committee members to carry out the responsibilities rigorously.

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- > The proper implementation of the teaching methodology suggested by the HOD's has been ensured and advised to introduce the new methods of teaching and learning.
- > The members of the committee are suggested to instruct and follow up with students about their learning outcomes.
- > Also suggested the members to ensure the follow up of the attendance and the result analysis to enhance the performance of the students in the upcoming years.
- > After the detailed discussions with the HODs the respective mini project incharges of the individual departments are recommended to allocate the mini projects to all the final year students.

Jaspal Kumar  
ACC Coordinator

Copy to

1. Principal
2. All Members

K.S.S.S.N Reddy



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MIST/ACC/CIR-1/2018-2019/2

19-10-2018

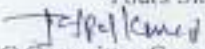
### CIRCULAR

It is to inform all the committee members that the Academic Council Committee meeting will be held on 21-10-2018 at 10:00 am in the BoardRoom. All committee members are requested to be present in the meeting on time to discuss the following points for the academic year 2018-2019.

#### AGENDA

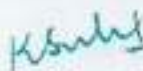
1. Review of Committee activities.
2. Preparation of Academic calendar.
3. Preparation of time tables and subject allotment to the faculty.
4. Attendance and Result Analysis.
5. Teaching methodology and monitoring.
6. Regarding allotment of mini projects for final year students.

Yours Sincerely

  
ACC Committee Coordinator

#### Copy to:

1. Principal
2. IQAC Coordinator
3. R&D Coordinator
4. All HOD's and Committee Members





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## INSTITUTE OF SCIENCE & TECHNOLOGY

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Vyasa-puri, Bandlaguda, Post: Keshavnagar, Hyderabad-500005

MIST/ACC/MOM-1/2018-2019/2

21-10-2018

### MINUTES OF MEETING

The following are the Academic Council Committee members who attended the meeting.

S.NO	Name of the member	Designation	Signature
1	Dr. K.S.S.S.N Reddy	Chairman	
2	Dr. Jaspal Kumar	Coordinator	
3	Dr. R. Nakkeeran	Member	
4	B. Venkateshwar Reddy	Member	
5	Dr. N. Rajender Reddy	Member	
6	Dr. M. Prathibha	Member	
7	Dr. M.V. Subba Reddy	Member	
8	Dr. A. Nanda Gopal Reddy	Member	
9	CH. Swethamber	Member	
10	Dr. S.R. Dinesh Kumar	Member	
11	Industry Nominee	Member	
12	Student Nominee	Yogesh	
13	Pramoda	TPO, Member	
14	T. Rama Latha	Library, Member	

Principal welcomed all the committee members.

The coordinator of ACC has directed all the committee members to carry out the responsibilities rigorously.

- > The academic calendar and the academic activities were planned after the detailed discussions held with the HOD's.
- > The proper implementation of the teaching methodology suggested by the HOD's has been ensured and advised to introduce the new methods of teaching and learning.
- > The members of the committee are suggested to instruct and follow up with students about their learning outcomes.
- > Also suggested the members to ensure the follow up of the attendance and the result analysis to enhance the performance of the students in the upcoming years.
- > After the detailed discussions with the HODs the respective mini project incharges of the individual departments are recommended to allocate the mini projects to all the final year students.

ACC Coordinator

- Copy to
1. Principal
  2. All Members



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## INSTITUTE OF SCIENCE & TECHNOLOGY

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2. All Members  
MIST/ACC/CIR/2018-2019/1

14-02-2018

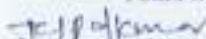
### CIRCULAR

It is to inform all the committee members that the Academic Council Committee meeting will be held on 16-02-2018 at 10:00 am in the BoardRoom. All committee members are requested to be present in the meeting on time to discuss the following points for the academic year 2018-2019.

#### AGENDA

1. Review of Committee activities.
2. Plac

Yours Sincerely

  
ACC Committee Coordinator

#### Copy to:

1. Principal
2. IQAC Coordinator
3. R&D Coordinator
4. All HOD's and Committee Members





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## INSTITUTE OF SCIENCE & TECHNOLOGY

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Vvasapuri, Gandlapada, Post: Keshavnagar, Hyderabad-500095

MIST/ACC/MOM-1/2018-2019/1

16-02-2018

### MINUTES OF MEETING

The following are the Academic Council Committee members who attended the meeting.

S.NO	Name of the member	Designation	Signature
1	Dr. K.S.S.S.N Reddy	Chairman	
2	Dr. Jaspal Kumar	Coordinator	
3	Dr. R. Nakkoeran	Member	
4	B. Venkateshwar Reddy	Member	
5	Dr. N. Rajender Reddy	Member	
6	Dr. M. Prathibha	Member	
7	Dr. M.V. Subha Reddy	Member	
8	Dr. A. Nanda Gopal Reddy	Member	
9	CH. Swethamber	Member	
10	Dr. S.R. Dinesh Kumar	Member	
11	Industry Nominee	Member	
12	Student Nominee	Yogesh	
13	Pramoda	TPO, Member	
14	T. Rama Latha	Library, Member	

Principal welcomed all the committee members.

The coordinator of ACC has directed all the committee members to carry out the responsibilities rigorously.

- > The academic calendar and the academic activities were planned after the detailed discussions held with the HOD's.
- > The proper implementation of the teaching methodology suggested by the HOD's has been ensured and advised to introduce the new methods of teaching and learning.
- > The members of the committee are suggested to instruct and follow up with students about their learning outcomes.
- > Also suggested the members to ensure the follow up of the attendance and the result analysis to enhance the performance of the students in the upcoming years.
- > After the detailed discussions with the HODs the respective mini project incharges of the individual departments are recommended to allocate the mini projects to all the final year students.

ACC Coordinator

Copy to

1. Principal
2. All Members



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## INSTITUTE OF SCIENCE & TECHNOLOGY

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2. All Members

MIST/ACC/CIR/2017-2018/2

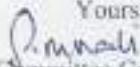
23-10-2017

### CIRCULAR

It is to inform all the committee members that the Academic Council Committee meeting will be held on 25-10-2017 at 10:00 am in the Board Room. All committee members are requested to be present in the meeting on time to discuss the following points for the academic year 2017-2018.

#### AGENDA

1. Review of Committee activities.
2. Regarding performances of the students.
3. Regarding Student skills development.
4. Students Project development.

Yours Sincerely  
  
ACC Committee Coordinator

#### Copy to:

1. Principal
2. IQAC Coordinator
3. R&D Coordinator
4. All HOD's and Committee Members







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# MAHAVEER INSTITUTE OF SCIENCE & TECHNOLOGY

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Vyasaapur, Bandlaguda, Post: Keshavnagar, Hyderabad-500005

MIST/ACC/MOM/2017-2018/2

25-10-2017

## MINUTES OF MEETING

The following are the Academic Council Committee members who attended the meeting.

S.NO	Name of the member	Designation	Signature
1	Dr. K.S.S.S.N Reddy	Chairman	Kreddy
2	Dr. S. Murali	Coordinator	S. Murali
3	Dr. CH. B. Nagalakshmi	Member	Ch. B. Nagalakshmi
4	Dr. B. Gunashekhar Reddy	Member	B. Gunashekhar Reddy
5	Dr. R.V Amarnath	Member	R.V Amarnath
6	Dr. N.M Panda	Member	N.M Panda
7	Dr. K. Kiran Kumar	Member	K. Kiran Kumar
8	CH. B. Nagalakshmi	Member	Ch. B. Nagalakshmi
9	CH. Swethamber	Member	Ch. Swethamber
10	G. Ranga Reddy	Member	G. Ranga Reddy
11	Industry Nominee	Member	M. M. M. M.
12	Student Nominee		S. S. S. S.
13	Krishna Reddy	TPO, Member	K. Krishna Reddy
14	T. Rama Latha	Librarian, Member	T. Rama Latha

Principal welcomed all the committee members.

- > The academic calendar and the academic activities were planned after the detailed discussions held with the HOD's.
- > Also suggested the members to ensure the follow up of the attendance and the result analysis to enhance the performance of the students in the upcoming years.
- > Keeping students welfare in view, the committee has decided to conduct a student development program to enhance their skills.
- > After the detailed discussions held with the HOD's the committee has decided to encourage the in-house projects in the campus for the final year students.

S. Murali  
ACC Coordinator

Copy to  
1. Principal

K. Krishna Reddy



# MAHAVEER INSTITUTE OF SCIENCE & TECHNOLOGY

Approved by ASCTE, Affiliated to JNTU, Hyderabad,  
Vyasaपुरi, Bandlaguda, Post: Kothavaram, Hyderabad-500075.

ESTD - 2001

MIST/ACC/CIR/2017-2018/1

14-06-2017

## CIRCULAR

It is to inform all the committee members that the Academic Council Committee meeting will be held on 16-06-2017 at 10.00 am in the BoardRoom. All committee members are requested to be present in the meeting on time to discuss the following points for the academic year 2017-2018.

### AGENDA

1. Review of Committee activities.
2. Preparation of Academic calendar.
3. Verification of Lab manuals, Lab Equipments/Systems/Components.
4. Students placements and branch wise final result of outgoing students.
5. Faculty skills development.

Yours Sincerely

*[Signature]*  
ACC Committee Coordinator

### Copy to:

1. Principal
2. IQAC Coordinator
3. R&D Coordinator
4. All HOD's and Committee Members

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Vyasaपुरi, Bandlaguda, Post: Keshavnagar, Hyderabad-500005

MIST/ACC/MOM/2017-2018/1

16-06-2017

## MINUTES OF MEETING

The following are the Academic Council Committee members who attended the meeting.

S.NO	Name of the member	Designation	Signature
1	Dr. K.S.S.S.N Reddy	Chairman	K.S.S.S.N Reddy
2	Dr. S. Murali	Coordinator	S. Murali
3	Dr. CH. B. Nagalakshmi	Member	CH. B. Nagalakshmi
4	Dr. B. Gunashekhar Reddy	Member	B. Gunashekhar Reddy
5	Dr. R.V Amarnath	Member	R.V Amarnath
6	Dr. N.M Panda	Member	N.M Panda
7	Dr. K. Kiran Kumar	Member	K. Kiran Kumar
8	CH. B. Nagalakshmi	Member	CH. B. Nagalakshmi
9	CH. Swethamber	Member	CH. Swethamber
10	G. Ranga Reddy	Member	G. Ranga Reddy
11	Industry Nominee	Member	MD Noorun
12	Student Nominee		Yogesh
13	Krishna Reddy	TPO, Member	Krishna Reddy
14	T. Rama Latha	Librarian, Member	T. Rama Latha

Principal welcomed all the committee members.

- > The academic calendar and the academic activities were planned after the detailed discussions held with the HOD's.
- > The committee has suggested the members ensure proper working conditions of all the Equipments, Systems and Components of their respective Labs.
- > After the discussions held with the HOD's regarding the result analysis the committee has suggested taking necessary action for implementation of an action plan to improve the performances for the next academic year.
- > The committee has suggested conducting a Faculty Development Program to improve the skills of the faculty.

S. Murali  
ACC Coordinator

Copy to  
1. Principal

K.S.S.S.N Reddy



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Vidyanagar, Bandlaguda, Post: Keshavnagar, Hyderabad-500005

MIST/ACC/CIR/2016-2017/3

7-2-2017

## CIRCULAR

It is to inform that the Academic Council Committee meeting will be held on 9-2-2017 at 10:00 am in the BoardRoom. All the committee members are requested to be present in the meeting on time to discuss the following points for the academic year 2016-2017.

### AGENDA

1. Student attendance.
2. Syllabus coverage.
3. Regarding result analysis of odd semesters.
4. Regarding placements drive for final year students.

Yours Sincerely

*G. Reddy*  
ACC Committee Coordinator

Copy to:

1. Principal
2. IQAC Coordinator
3. R&D Coordinator
4. All HOD's and Committee Members

*Reddy*



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Vyasaपुरi, Bandlaguda, Post: Keshavnagar, Hyderabad-500005

9-2-2017

### MINUTES OF MEETING

The following are the members who attended the Academic Council Committee meeting.

S.NO	Name of the member	Designation	Signature
1	Dr. K.S.S.S.N Reddy	Chairman	Kreddy
2	Dr. B. Gunashekhar Reddy	Coordinator	Reddy
3	Dr. M. Suresh	Member	M Suresh
4	GK Shanmukh Dev	Member	G Shanmukh
5	Dr. R.V Amarnath	Member	Amarnath
6	Dr. N.M Panda	Member	N.M Panda
7	Dr. K. Kiran Kumar	Member	K Kiran Kumar
8	CH. B. Nagalakshmi	Member	Ch. B. Nagalakshmi
9	CH. Swethamber	Member	Ch. Swethamber
10	G. Ranga Reddy	Member	Ranga Reddy
11	Industry Nominee	Member	M. J. N. N. N.
12	Student Nominee		Student Nominee
13	Dr. K. Kiran Kumar	TPO, Member	K Kiran Kumar
14	T. Rama Latha	Library, Member	T. Rama Latha

Principal welcomed all the committee members.

- > The student coordinators are instructed to update the MIST app which monitors the day to day attendance of the students.
- > After the detailed discussions with the HOD's the committee has instructed the faculty to take extra classes to complete the syllabus as per the academic calendar.
- > After the discussions of result analysis of odd semesters with the HOD's the committee has instructed the faculty to take compensatory classes for weak students.
- > The committee has suggested the TPO and the HOD's to conduct placement drives for final year students.

ACC Coordinator

Copy to

1. Principal
2. All Members

*K. Suresh*



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MIST/ACC/CIR/2016-2017/2

2-11-2016

### CIRCULAR

It is to inform that the Academic Council Committee meeting will be held on 5-11-2016 at 10:00 am in the BoardRoom. All the committee members are requested to be present in the meeting on time to discuss the following points for the academic year 2016-2017.

#### AGENDA

1. Review of Committee activities.
2. Feedback of syllabus coverage and performance analysis of Mid I exams.
3. Complimentary classes for weak students.
4. Campus Recruitment Training classes for 4th year students.

Your's Sincerely  
*Arday*  
ACC Committee Coordinator

#### Copy to:

1. Principal
2. IQAC Coordinator
3. R&D Coordinator
4. All HOD's and Committee Members

*Kishu*



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5-11-2016

### MINUTES OF MEETING

The following are the members who attended the Academic Council Committee meeting.

S.NO	Name of the member	Designation	Signature
1	Dr. K.S.S.S.N Reddy	Chairman	<i>K.S.S.S.N Reddy</i>
2	Dr. B. Gunashekhar Reddy	Coordinator	<i>B. Gunashekhar Reddy</i>
3	Dr. M. Suresh	Member	<i>M. Suresh</i>
4	GK Shanmukh Dev	Member	<i>G.K. Shanmukh Dev</i>
5	Dr. R.V Amarnath	Member	<i>R.V. Amarnath</i>
6	Dr. N.M Panda	Member	<i>N.M. Panda</i>
7	Dr. K. Kiran Kumar	Member	<i>K. Kiran Kumar</i>
8	CH. B. Nagalakshmi	Member	<i>CH. B. Nagalakshmi</i>
9	CH. Swethamber	Member	<i>CH. Swethamber</i>
10	G. Ranga Reddy	Member	<i>G. Ranga Reddy</i>
11	Industry Nominee	Member	<i>M.D. Naveen</i>
12	Student Nominee		<i>Yogesh</i>
13	Dr. K.Kiran Kumar	TPO, Member	<i>Kiran K</i>
14	T. Rama Latha	Library, Member	<i>Rama</i>

Principal welcomed all the committee members.

- > The committee members have reviewed all the previous meeting activities and suggested to take needful action.
- > The faculty are instructed to complete the syllabus as per the academic calendar.
- > After the detailed discussions of result analysis of Mid 1 with the HOD's the committee has suggested taking tutorial classes for weak students to improve the performance of the students in the upcoming years.
- > Keeping placements in view the committee has suggested Training and Placement Officer to plan and conduct the CRT classes for final year students.

*B. Gunashekhar Reddy*  
Committee Coordinator

Copy to  
1. Principal  
2. All Members

*Thanks!*



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MIST/ACC/CIR/2016-2017/1

19-06-2016

## CIRCULAR

It is to inform that the Academic Council Committee meeting will be held on 21-06-2016 at 10:00 am in the BoardRoom. All the committee members are requested to be present in the meeting on time to discuss the following points for the academic year 2016-2017.

### AGENDA

1. Review of Committee activities.
2. Preparation of Academic calendar.
3. Preparation of time tables and subject allotment to the faculty.
4. Regularity of students Attendance
5. Teaching methodology and monitoring.

Yours Sincerely

*C. Reddy*  
ACC Committee Coordinator

### Copy to:

1. Principal
2. IQAC Coordinator
3. R&D Coordinator
4. All HOD's and Committee Members

*K. Srinivas*





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21-06-2016

## MINUTES OF MEETING

The following are the members who attended the Academic Council Committee meeting.

S.NO	Name of the member	Designation	Signature
1	Dr. K.S.S.S.N Reddy	Chairman	<i>K.S.S.S.N Reddy</i>
2	Dr. B. Gunasekhar Reddy	Coordinator	<i>B. Gunasekhar Reddy</i>
3	Dr. M. Suresh	Member	<i>M. Suresh</i>
4	GK Shanmukh Dev	Member	<i>G.K. Shanmukh Dev</i>
5	Dr. R.V Amarnath	Member	<i>R.V. Amarnath</i>
6	Dr. N.M Panda	Member	<i>N.M. Panda</i>
7	Dr. K. Kiran Kumar	Member	<i>K. Kiran Kumar</i>
8	CH. B. Nagalakshmi	Member	<i>CH. B. Nagalakshmi</i>
9	CH. Swethamber	Member	<i>CH. Swethamber</i>
10	G. Ranga Reddy	Member	<i>G. Ranga Reddy</i>
11	Industry Nominee	Member	<i>M. Mahesh</i>
12	Student Nominee		<i>Yogesh</i>
13	Dr. K.Kiran Kumar	TPO, Member	<i>K. Kiran Kumar</i>
14	T. Rama Latha	Librarian, Member	<i>Rama Latha</i>

Principal welcomed all the committee members.

- > The academic calendar and the academic activities were planned after the detailed discussions held with the HOD's.
- > The time table coordinators are instructed to prepare the time tables as per the given timelines and the HOD's are instructed to allot the subjects to the faculty as per the norms.
- > The class-incharges are instructed to update the MIST app which monitors the day to day attendance of the students.
- > The committee has instructed the HOD's to implement new teaching methodology to improve the quality of education.

*B. Gunasekhar Reddy*  
Committee Coordinator

Copy to  
1. Principal  
2. All Members

*K. Kiran Kumar*



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### Sample of Participation of Teachers in Various Decision-making Bodies

SNo	Statutory Committee	Body/	Major Function	Responsibilities of the Committee
1	Governing Council			
2	Academic Council			To monitor and evaluate new courses and teaching programmes in the college and suggest remedial measures. Advisory Committee To monitor institutional performance and quality assurance arrangements.
3	Advisory Committee			Review of academic performance of students from 1st year to final year and suggesting remedial action for improvement in the academic performance of students. 2. Review of the strength of faculty, faculty training programmes. 3. Training and placement of students and student's welfare. 4. Framing and amending of policies, rules and procedures in the Institution 5. Other academic matters placed before the committee.
4.	Research & Development Cell			
5	Library Advisory Committee		Scrutiny of the indents for purchase of library books/journals/digital library contents, from the departments and recommending purchase. 2. Ensure that the renewal of subscription for the journals is done in time. 3. Preparation	

*Handwritten signature*

**PRINCIPAL**  
**MAHAVEER**  
INSTITUTE OF SCIENCE & TECHNOLOGY  
Bandlaguda, Hyd-500 005.



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		and submission of budget estimates for the library.	
6	<b>Internal Quality Assurance Cell</b>	Evaluation of teaching and learning process and suggest measures for improvement in the quality of teaching. 2. Obtaining the feedback information from alumni, parents and industry. 3. Feedback analysis and suggest implementation of corrective measures. 4. Syllabus coverage as per academic calendar and revision. Emphasis on laboratory and project work and self-learning facilities.	
7	<b>Student council</b>	A Student Council is a group of elected and volunteer students working together with an adult advisor within the framework of a constitution or bylaws to provide a means for student expression and assistance in school affairs and activities give opportunities for student experience in leadership and encourage student / faculty / community relations.	
8	<b>Student Grievance Redressal Cell</b>	To address the students grievances and give solutions to their problems	
9	<b>Women Empowerment &amp; Anti-Sexual Harassment Cell</b>	The committee shall examine the various measures taken for the welfare of women employees/ students and recommend any further improvements, if required. 2. The committee shall examine the complaints of sexual and/ or other acts of harassment received from the women employees/ students and recommended suitable disciplinary action	
10	<b>Anti-Ragging committee</b>	The committee will consider the application submitted by the individuals or group of individuals from among the faculty, non-teaching	



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		staff or students for grievance redressal and referred to this committee by principal. The committee, if necessary, calls for and discusses the matter with any individual or group of individual or group of individuals in its effort to resolve the issues. 2. One teaching staff nominated from the department will counsel a group of 20 students and initiate action for students welfare prevention of ragging incidents in the campus	
11	<b>NSS /NCC Committee</b>	Enrolment of cadets in NSS & NCC (Boys & Girls) from the students. 2. Planning and conducting regular activities and camps from time to time. 3. Proper accounting of uniforms etc received from NCC. 4. Maintenance of accounts and submission of accounts to university for the assistance received for NSS activities.	
12	<b>Alumni Association</b>	1. Maintenance of records of former students of GNIT along with their particulars and contact numbers. 2. Conducting alumni association gathering in the institution each year. 3. Inviting alumni students well placed in reputed companies to visit the institution and give guest lectures to the students. 4. Obtaining feedback information from the alumni. 5. Take care of the statutory provisions in respect of registration of GNIT alumni association, and submission of returns, if any to the appropriate authorities	
13	<b>SC/ST Committee</b>	Submission and processing of applications of the eligible students of SC/ST/BC categories admitted in the	

*Kanhu*

PRINCIPAL

**MAHAVEER**

INSTITUTE OF SCIENCE & TECHNOLOGY  
Bandlaguda, Hyd-500 005.



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		institution for the sanction of Post Metric Scholarships and reimbursement of tuition fees. 2. Look after their welfare and grievance, if any.	
14	Discipline Committee	Routine checkups of classes. 2. The committee, if necessary, calls for and discusses the matter with any individual or group of individual or group of individuals in its effort to resolve the issue	
15	Sports & Cultural Committee	Planning and organizing various games and sports for the students and participation of students in zonal tournaments. 2. Ensure proper maintenance of the sports, grounds and equipment's. 3. Preparation and submission of budget estimates for games and sports. To provide teaching and learning activities, cultural programs, arts and hobbies, clubs like short film making, photography, robotics, environmental protection etc.	
16	Alumni Association	Maintenance of records of former students of MIST along with their particulars and contact numbers. 2. Conducting alumni association gathering in the institution each year. 3. Inviting alumni students well placed in reputed companies to visit the institution and give guest lectures to the students. 4. Obtaining feedback information from the alumni. 5. Take care of the statutory provisions in respect of registration of MIST alumni association, and submission of returns, if any to the appropriate authorities.	
16	College News Letter Committee		

*K. S. S.*  
**PRINCIPAL**  
**MAHAVEER**  
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17	Canteen Committee /HouseKeeping/Hygiene/Sanitization and Transport Committee	Canteen Committee takes care of Quality of Food and Hygiene 2. Everyday a routine checking is made to ensure hygiene 3. Monitors the hygiene keeping and sanitation staff. 1. Development of buses for the day scholars, faculty and staff from different parts of Hyderabad and Secunderabad and notification of bus starting and departure times (to & from) for information of students, faculty and staff at the beginning of the semester and during examinations/vacations. 2. Repair and maintenance of buses (not under lease) from time to time. Preparation of budget estimates for transport	
18	Hostel Committee	Ensure proper discipline among the boarders 2. In the hostel and report cases of misuse/ indiscipline by any boarder to the principal for necessary action. 3. Review and recommend improvements/maintenance of the hostel 4. Ensure availability of proper mess facilities to the boarders. Oversee the maintenance of proper hostel records by the warden and ensure timely collection of prescribed hostel fees.	

Principal  
MAHAVEER  
INSTITUTE OF SCIENCE & TECHNOLOGY  
Bandlaguda, Hyd-500 005.