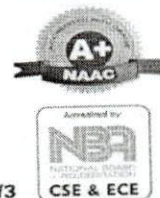




**VIGNAN'S INSTITUTE OF MANAGEMENT AND
TECHNOLOGY FOR WOMEN**
(An Autonomous Institution)

[Sponsored by Lavu Educational Society, Affiliated to JNTUH & Approved by AICTE, New Delhi]
Kondapur (V), Ghatkesar (M), Medchal - Malkajgiri (D) - 501 301. Phone: 96529 10002/3



1st Academic Council Meeting on Saturday 23rd November 2024

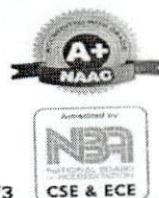
AGENDA

Item No.	Agenda Item
1.0	Review & Confirmation.
1.1	Constitution of the Academic Council of VMTW under the Autonomous status and introduction of the Members of the Council.
1.2	Review & Confirmation of the Minutes of the Department Academic / Advisory Committee (DAC) Meetings of the IT, CSE (DS), ECE and BSH Departments held for A.Y: 2024-25, Semester-I.
2.0	Approval Items.
	Autonomous Regulations, Calendars and Course Structures (VR24)
2.1	Review & Approval of the Academic Regulations (VR24) for the UG programmes effective from A.Y: 2024-25.
2.2	Review & Approval of the B. Tech Academic Calendar for A.Y: 2024-25.
2.3	Review & Approval of the I Year I & II Semester Course Structures and Syllabi for all UG programmes under the VR24 Regulation.
2.4	Approval of the constitution of the Boards of Studies (BoS) of all Departments under the VR24 Autonomous Regulation, and approval for conducting the BoS meetings.
2.5	Approval of the Continuous Internal Evaluation (CIE) and Semester End Examination (SEE) question paper patterns with reference to CO mapping and Bloom's Taxonomy levels.
	Departmental Academic Matters - DAC Recommendations (A.Y: 2024-25, Semester-I)
2.6	Review & Approval of the Departmental Plans of Action for A.Y: 2024-25 and the departmental academic calendars, lesson plans, course files, faculty workload and time tables, as recommended by the DACs, covering academic performance analysis of the previous semester; plan of action for A.Y: 2024-25; departmental academic calendar, lesson plans, course files, faculty workload and time tables; BoS committee members for the VR24 Autonomous Regulation; departmental budget; subject experts for question paper setting and evaluation; CO mapping with POs and PSOs; curriculum gap identification and content beyond syllabus; CO-PO/PSO attainment analysis and target fixation; quality of classroom teaching; stakeholder feedback on curriculum; mentoring and remedial classes; innovative teaching-learning methods; industry interaction and internships; faculty development activities; research, innovation and consultancy; workshops, guest lectures and add-on courses; placement training; MoUs; physical laboratories and additional facilities; NPTEL and MOOCs; quality of question papers and BTLs;



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	laboratory rubrics; project review committee; adjunct faculty feedback; student projects and publications; audit reports; and continuous improvement in faculty qualification.
2.7	Review & Approval of the CO-PO target values fixed for A.Y: 2024-25 and the CO-PO/PSO attainment analysis of the previous academic year, as recommended by the Departments.
2.8	Review & Approval of the Curriculum Gaps identified by the Departments and the Content Beyond Syllabus proposed to bridge the identified gaps.
2.9	Review & Approval of the Departmental Budget proposals for A.Y: 2024-25 and the requirements of physical laboratories and additional facilities.
2.10	Review & Approval of the remedial classes for slow learners, the mentoring programme, the laboratory evaluation rubrics and the composition of the Project Review Committee, as recommended by the Departments.
2.11	Review & Approval of the appointment of Adjunct Faculty recommended by the Departments (Mr. Ch. Madhusudhan Reddy, Associate Consultant, for the course Data Structures, Department of IT).
2.12	Review & Approval of the Vision and Mission statements of the Departments as reviewed by the respective DACs.
3.0	Examination Section Approvals & Ratifications.
3.1	Ratification of the panel of Subject Experts identified by the Departments for question paper setting and evaluation.
3.2	Appraisal of the B. Tech Results and pass percentage of the previous semester. «retain only if placed before the Council»
4.0	Academic Highlights.
4.1	Grant of Autonomous status to the Institution and the transition to the VR24 Autonomous Regulation.
4.2	Departmental events, workshops, expert lectures and Faculty Development Programmes planned for A.Y: 2024-25 as reported through the DAC minutes.
5.0	Any other Items with the permission of the Chair.


Dr. G. Apparao Naidu

Principal & Chairman-Academic Council

Vignan's Institute of Management & Technology for Women

(An Autonomous Institutions& Accredited by NBA & NAAC)

1st Academic Council Meeting on Saturday 23rd November 2024

The Quorum (minimum 40%) was satisfied

The Member Secretary introduced the following members to the Council.

The following members were present:

«insert the Members Present table from the signed attendance sheet of this meeting»

The Member Secretary welcomed all the members to the meeting of Academic Council.

Proceedings of the meeting of Academic Council

1. Review & Confirmation

1.1 Constitution of the Academic Council of VMTW under the Autonomous status and introduction of the Members of the Council.

The Member Secretary informed the Council that the Institution has been conferred Autonomous status, and placed before the Council the constitution of the Academic Council along with the roles and responsibilities of the Members.

The Council took note of its constitution. The Chairman welcomed the Members and briefed them on the responsibilities of the Academic Council in respect of academic regulations, curriculum, examinations and quality assurance. **(Annexure-I)**

1.2 Review & Confirmation of the Minutes of the Department Academic / Advisory Committee (DAC) Meetings of the IT, CSE (DS), ECE and BSH Departments held for A.Y. 2024-25, Semester-I.

The Member Secretary presented the Minutes of the Department Academic / Advisory Committee meetings conducted by the Departments for A.Y. 2024-25, Semester-I, the details of which are given below:

Department	Circular / MoM Reference	Date of Meeting	Chairperson
Information Technology	VMTW/IT/DAC/CIR/2024-25/01 and VMTW/IT/DAC/MOM/2024-25/01	11-06-2024	Dr. D. Shanthi, Professor & HoD
Computer Science and Engineering (Data Science)	VMTW/CSE(DS)/DAC/CIR/2024-25/01 and VMTW/CSE(DS)/DAC/MOM/2024-25/01	11-06-2024	Mrs. G. Haritha, Assistant Professor & HoD
Electronics and Communication Engineering	VMTW/ECE-DAC/CIR/01/2024-25/01 and VMTW/ECE-DAC/CIR/01/2024-25/02	13-07-2024	Mr. P. Harikrishna, Assoc. Professor & HoD
Basic Sciences and Humanities	VMTW/BSH/DAC/CIR/2024-25/02 and VMTW/BSH/DAC/MOM/2024-25/02	17-08-2024	Dr. Rapolu Sridhar, Head of the Department

Minutes of the 1st Academic Council (AC) meeting held on «insert date»

The Council has confirmed the Minutes of the Department Academic / Advisory Committee meetings of the IT, CSE (DS), ECE and BSH Departments held for A.Y. 2024-25, Semester-I, and directed that the recommendations forwarded by the Departments be placed as approval items under the respective sections of this meeting. **(Annexure-II)**

2. Approval Items

2.1 Review & Approval of the Academic Regulations (VR24) for the UG Programmes effective from A.Y. 2024-25.

The Member Secretary presented the Academic Regulations (VR24) for the UG programmes to the Council Members for approval.

The Council has approved the Academic Regulations (VR24) for the UG programmes effective from A.Y. 2024-25. **(Annexure-III)**

2.2 Review & Approval of the B. Tech Academic Calendar for A.Y. 2024-25.

The Member Secretary presented the B. Tech Academic Calendar for A.Y. 2024-25 to the Council Members for approval.

The Council has approved the B. Tech Academic Calendar for A.Y. 2024-25. **(Annexure-IV)**

2.3 Review & Approval of the I Year I & II Semester Course Structures and Syllabi for all UG Programmes under the VR24 Regulation.

The Member Secretary presented the I Year I & II Semester Course Structures and Syllabi for all UG programmes under the VR24 Regulation.

The Council has approved the I Year I & II Semester Course Structures and Syllabi for all UG programmes, as recommended by the Departments through their respective DACs. **(Annexure-V)**

2.4 Approval of the Constitution of the Boards of Studies (BoS) of all Departments under the VR24 Autonomous Regulation.

The Member Secretary placed before the Council the composition of the Boards of Studies proposed by the Departments, comprising academicians, industry experts, alumni representatives and subject specialists, as reviewed and finalised by the respective Department Academic Committees.

The Council has approved the constitution of the Boards of Studies of all Departments under the VR24 Autonomous Regulation, and granted approval for conducting the BoS meetings for the approved course structures. **(Annexure-VI)**

2.5 Approval of the Continuous Internal Evaluation (CIE) and Semester End Examination (SEE) Question Paper Patterns.

The Member Secretary presented the Continuous Internal Evaluation and Semester End Examination question paper patterns recommended by the Departments, with reference to CO mapping, Bloom's Taxonomy levels and the assessment methods adopted.

The Council has approved the CIE and SEE question paper patterns, and directed that the question papers be prepared with proper CO coverage and a balanced distribution of lower-order and higher-order thinking skills. **(Annexure-VII)**

2.6 Review & Approval of the Departmental Plans of Action for A.Y. 2024-25 recommended by the Department Academic / Advisory Committees.

The Member Secretary presented the departmental plans of action for A.Y. 2024-25 as recommended by the DACs, together with the departmental academic calendars, lesson plans, course files, faculty workload distribution and time tables.

The Council has approved the Departmental Plans of Action for A.Y. 2024-25 and directed that the course files be maintained with the syllabus, lesson plans, course outcomes, teaching material, assessment records, question papers and attainment analysis. **(Annexure-VIII)**

2.7 Review & Approval of the CO-PO Target Values for A.Y. 2024-25 and the CO-PO/PSO Attainment Analysis.

The Member Secretary presented the CO-PO target values fixed by the Departments for A.Y. 2024-25 and the attainment analysis of the previous academic year. It was reported that the average CO attainment level of the Department of Information Technology was 2.6 on a scale of 3, that PO1 and PO2 achieved the target, and that PO3 and PO5 were slightly below the target.

The Council has approved the CO-PO target values and the methodology adopted for fixing them, and advised that corrective measures such as additional assignments, tutorials, problem-solving exercises and mini projects be implemented for the outcomes recording attainment below the target, with periodic monitoring. **(Annexure-IX)**

2.8 Review & Approval of the Curriculum Gaps identified by the Departments and the Content Beyond Syllabus proposed to bridge the Gaps.

The Member Secretary presented the curriculum gaps identified by the Departments on the basis of industry requirements, technological developments, alumni feedback and employer expectations, together with the action proposed to bridge each gap:

Course	Gap Identified	Action Proposed
Principles of Programming Languages	Languages such as Python, Scala and Kotlin are not adequately covered	Expert hands-on lecture on Python, Scala and Kotlin languages
Internet of Things	Insufficient coverage of Cloud and Edge integration	Hands-on session on IoT integration with sensors, microcontrollers and cloud platforms
Machine Learning	Inadequate coverage of modern ML tools and frameworks	Expert lecture on Scikit-learn, TensorFlow, PyTorch, MLflow and AutoML tools
Software Engineering	Limited exposure to Agile and DevOps practices	Expert lecture on SDLC models, Agile, Scrum, Kanban and DevOps
Algorithm Design and Analysis	Minimal focus on optimization and heuristics	Expert lecture on greedy heuristics and metaheuristics

The Council has approved the content beyond syllabus proposed by the Departments and directed that the same be delivered through expert lectures, hands-on sessions, workshops and assignments, and documented with CO mapping. **(Annexure-X)**

2.9 Review & Approval of the Departmental Budget Proposals for A.Y. 2024-25 and the Laboratory Requirements.

The Member Secretary presented the departmental budget utilisation for A.Y. 2023-24 and the budget proposed for A.Y. 2024-25, together with the requirements of laboratory equipment, software, consumables and maintenance. In respect of the Department of Information Technology, against a proposed outlay of Rs. 18,50,000 for A.Y. 2023-24 an amount of Rs. 15,86,000 was sanctioned and Rs. 14,93,000 utilised, and a budget of Rs. 22,05,000 has been proposed for A.Y. 2024-25.

The Council has approved the departmental budget proposals for A.Y. 2024-25 and recommended that the laboratory and infrastructure requirements be forwarded to the competent authority for sanction. (Annexure-XI)

2.10 Review & Approval of the Remedial Classes, Mentoring Programme, Laboratory Rubrics and Project Review Committee.

The Member Secretary placed before the Council the recommendations of the Departments regarding the identification of slow learners and the conduct of remedial and tutorial classes, the structured mentoring programme with mentoring records, the standardised laboratory evaluation rubrics covering preparation, execution, observation, analysis, results and viva performance, and the composition of the Project Review Committee for Project Stage-I.

The Council has approved the remedial and mentoring programmes, the standardised laboratory rubrics and the composition of the Project Review Committee, and advised that the students be informed of the evaluation criteria in advance and that progress be monitored periodically. (Annexure-XII)

2.11 Review & Approval of the Appointment of Adjunct Faculty recommended by the Departments.

The Member Secretary presented the recommendation of the Department of Information Technology for the engagement of Mr. Ch. Madhusudhan Reddy, Associate Consultant, as Adjunct Faculty for the course Data Structures, and placed before the Council the adjunct faculty feedback on curriculum delivery, practical exposure and industry-oriented learning.

The Council has approved the appointment of the Adjunct Faculty as recommended, and advised that greater interaction with industry professionals be encouraged. (Annexure-XIII)

2.12 Review & Approval of the Vision and Mission Statements of the Departments.

The Member Secretary placed before the Council the Vision and Mission statements of the Departments as reviewed by the respective DACs on the basis of stakeholder feedback, to ensure their continued relevance and alignment with the Vision and Mission of the Institution, technological advancements and industry requirements.

The Council has approved the Vision and Mission statements of the Departments. (Annexure-XIV)

3. Examination Section Approvals & Ratifications

3.1 Ratification of the Panel of Subject Experts for Question Paper Setting and Evaluation.

The Member Secretary presented the panel of experienced academicians from reputed institutions identified by the Departments for question paper setting and evaluation, and the procedure proposed for review of question papers before finalisation.

The Council has ratified the panel of Subject Experts and emphasised the maintenance of confidentiality, quality and alignment with the Course Outcomes and Bloom's Taxonomy levels. (Annexure-XV)

3.2 Appraisal of the B. Tech Results and Pass Percentage of the Previous Semester. «retain only if placed before the Council»

The Member Secretary presented the B. Tech results and the subject-wise pass percentage of the previous semester. Pass percentage: «to be filled from the records of the meeting»

The Council has taken note of the results and advised that the courses recording comparatively lower performance be supported through additional tutorial hours and remedial classes. (Annexure-XVI)

4. Academic Highlights

4.1 Grant of Autonomous status to the Institution and transition to the VR24 Autonomous Regulation.

The Member Secretary informed the Council of the grant of Autonomous status to the Institution and of the preparations made by the Departments for the implementation of the VR24 Autonomous Regulation, including curriculum mapping, faculty allocation and constitution of the Boards of Studies.

The Council appreciated the efforts of the Institution and the Departments in securing Autonomous status.

4.2 Departmental Events, Workshops, Expert Lectures and Faculty Development Programmes planned for A.Y. 2024-25.

The Member Secretary placed before the Council the events, workshops, expert lectures and Faculty Development Programmes planned by the Departments for A.Y. 2024-25 as recorded in the respective DAC minutes:

Activity Planned
KYROS-2K24 and IT Tech Innovation Expo-2K25
Two-Day Workshop on Artificial Intelligence
Two-Day Workshop on Cyber Security tools
Three-Day Workshop on Generative AI using Microservices Architecture
Expert Lecture on DBMS with SQL, Session on Deep Learning Algorithms and Seminar on Ethical Hacking
One-Week FDPs on Blockchain Algorithms and Applications, Machine Learning and its Applications, Advanced Design Algorithms and Applications, Image Processing Techniques using Python, and Ethical Hacking Techniques

The Council appreciated the departmental plans and advised that the activity reports, attendance records and outcome analyses be maintained as documentary evidence. (Annexure-XVII)

5. Any Other Items with the Permission of the Chair

«insert the points raised by the Council Members, with the name of the member against each point»


(Dr. G. Apparao Naidu)
Principal & Chairman-Academic Council