

MINUTES BOOK

Vignan's Institute of Management & Technology for Women (An Autonomous Institution & Accredited NBA & NAAC)

**9th News & Media Cell Committee Meeting held on 25th August 2025 at 11:00 AM in Conference Hall
(B-Block)**

The Quorum (70%) was satisfied.

The Convener welcomed all the members to the meeting of the News & Media Cell. The following The following members were present:

1. Dr. G. Apparao Naidu
2. Dr. B. Phijik
3. Dr. T. Pullaiah
4. Dr. C. Srinivasa Kumar
5. Mrs. K. Helini
6. Ms. P. Shilpa Sri
7. Ms. R. Manjula
8. Mr. MD. Khaleel Akthar

Proceedings of the Meeting of News & Media Cell

1.0 Review & Confirmation

1.1 Review and Confirmation of the Minutes of the previous News & Media Cell Meeting held on 11th September 2021

The Convener presented the Minutes of the previous News & Media Cell Committee Meeting held on 11th September 2021.

The Committee reviewed and confirmed the Minutes of the previous meeting without any modifications.

1.2 Action Taken Report on the Previous Meeting

The Convener presented the Action Taken Report on the resolutions passed in the previous meeting.

S.No	Item	Action Taken
1	Institutional media coverage	Media coverage of major institutional events was successfully completed.
2	Press releases	Official press releases were prepared and published after obtaining approval from the competent authority.
3	Website updates	Institutional website was updated regularly with important events and achievements.
4	Media archive	Digital media records and newspaper clippings were maintained systematically.

The Committee reviewed and approved the Action Taken Report.

2.0 Approval Items

2.1 Discussion on Institutional Branding and Media Communication Guidelines

The Convener presented the proposed institutional branding and communication guidelines for effective dissemination of institutional activities.

The Committee approved a standard format for official communications, press releases and publicity material to maintain uniformity across all departments.

2.2 Coverage Planning for Orientation and Induction Programmes

The Convener proposed assigning faculty members as media coordinators for Orientation and Induction Programmes.

The Committee approved the proposal and nominated departmental media coordinators to ensure comprehensive event coverage.

2.3 Review of Media Coverage and Archives of the Previous Academic Year

The Convener presented the media reports, newspaper publications, photographs and archival records of the previous academic year.

The Committee reviewed the records and confirmed that the institutional media archive had been maintained satisfactorily.

2.4 Planning for Regular Updates of the Institutional Website News Section

The Convener proposed periodic updates of the institutional website to improve the visibility of institutional activities.

The Committee resolved that news and event updates shall be published on the institutional website on a fortnightly basis.

3.0 Any Other Items with the Permission of the Chair

1. The Chairman advised all departments to submit news reports immediately after every institutional event.
2. Mr. Khaleel suggested improving the quality of photographs and captions before publication.
3. The Committee recommended strengthening institutional branding through print, electronic and social media platforms.
4. It was resolved to review media activities periodically in subsequent committee meetings.

The meeting concluded with a vote of thanks to the Chair.

Mr. MD. Khaleel Akthar

Convener – News & Media Cell

Dr. G. Apparao Naidu

Principal & Chairman

S.No	Name	Designation	Dept	Role	Signature
1	Dr. G. Apparao Naidu	Principal	CSE	Chairman	
2	Dr. B. Phijik	HOD CSE	CSE	Member	
3	Dr. T Pullaiah	HOD-ECE	ECE	Member	
4	Dr. C. Srinivasa Kumar	Professor	CSE	Member	
5	Mrs. K. Helini	Assistant Professor	IT	Member	
6	Ms. P. Shilpa Sri	Assistant Professor	AI&ML	Member	
7	Ms R. Manjula	Assistant Professor	BSH	Member	
8	Mr. MD. Khaleel Akthar	Assistant Professor	BSH	Member	

మొక్కలు కాలుష్యాన్ని తగ్గించి ఆక్సిజన్ ను అందిస్తాయి: అప్పారావు నాయుడు..

ఘట్టేపర్ (జిల్లావాడీ)

భారత్ ఎన్విరాన్మెంట్ క్యాంపస్ మిషన్ ఆధ్వర్యంలో నిర్వహిస్తున్న ఎర్త్ డే కార్యక్రమంలో భాగంగా, విజ్ఞాన్ ఇన్ స్టిట్యూట్ ఆఫ్ మేనేజ్మెంట్ అండ్ టెక్నాలజీ ఫర్ ఉమెన్ కళాశాల విద్యార్థులు స్ఫూర్తి ఆర్గనైజేషన్ సహకారంతో వృక్షారోహణ కార్యక్రమాన్ని నిర్వహించారు. ఈ కార్యక్రమంలో భాగంగా కళాశాల ప్రిన్సిపాల్ అప్పారావు నాయుడు, వివిధ విభాగాల హెడ్ డీటీలు, డీన్స్, అధ్యాపకులు, ఎన్ఎస్ఎస్ ప్రోగ్రామ్ అఫీసర్ కూడా చురుకుగా పాల్గొన్నారు. ఈ సందర్భంగా ప్రిన్సిపాల్ అప్పారావు నాయుడు మాట్లాడుతూ, మొక్కలు భూమికి ఎంతో ఉపయోగకరమని, అవి గాలి కాలుష్యాన్ని తగ్గించి, ఆక్సిజన్ ను అందిస్తూ పర్యావరణ



సమతుల్యతను కాపాడుతాయని వివరించారు. విద్యార్థులు పర్యావరణ పరిరక్షణ ప్రాముఖ్యతను తెలియజేస్తూ మొక్కలు నాటారు. ఈ కార్యక్రమం ద్వారా పర్యావరణ సంరక్షణపై అవగాహన పెంపొందించడం ముఖ్య లక్ష్యంగా నిర్వహించబడింది.