

Date: 03.09.2025

## MEETING NOTICE

The 16<sup>th</sup> Governing Body meeting is scheduled on 10<sup>th</sup> September 2025 at 11.00 A.M. in the IQAC room in Hybrid mode. All the Governing Body members are requested to make it convenient and attend the meeting.

### Agenda:

1. Review of progress on minutes of previous meeting.
2. Admissions status report for the Academic Year 2025-26.
3. Revision of Curriculum Undertaken for R25 Regulation from 2025-26.
4. Result Analysis.
5. Review of application in process for Deemed to be University under Distinctive category.
6. Annual Budget for the Financial Year 2025-26.
7. Review and approval of IQAC, BOS and Academic council minutes of the meeting.
8. Review of Placement status.
9. Application in process for NIRF and ARIIA ATAL Rankings for 2025.
10. To consider and approve the faculty recruitment for this A.Y. as per the JNTUH & AICTE guidelines.
11. Service Rules.
12. Fixation of Condonation amount to be collected from students having Attendance above 65% to below 75% .
13. Fixation of Fine on students for Mobile Usage during Class work & Lab work time.
14. Delegation of Financial powers to the Principal, HODs and Lab in charges.
15. Full Automation of the campus using CAMPX software.
16. Any other points.

  
**Dr. K. Ravindra**  
**DIRECTOR**

Cc to:

1. Sri M. Laxman Reddy, Chairman / President
2. Sri G. Chandrasekhar Yadav, Vice-Chairman / Vice-President
3. Sri Ch. Mahender Reddy, Secretary & Correspondent
4. Sri G. Narasimha Yadav, Treasurer
5. Sri M. Rajashekar Reddy, Joint Secretary
6. Dr. K. Ravindra, Director
7. Dr. M. Srinivasa Rao, Principal & Member Secretary
8. Prof. B. Dharma, State Government Nominee
9. Dr. M. Madhavi Latha, JNTUH Nominee
10. Dr. S. Viswanadha Raju, Educationalist
11. Mr. Lalith Sarma, Industrialist
12. Dr S.V.S.Rama Krishnam Raju, IQAC Co-ordinator
13. Dr. D.V. Sreekanth, Member, Educationalist
14. Dr. D. Ranadheer Reddy, Educationalist
15. Dr. N. Ramachandra, Member, Educationalist
16. Mr. O. Kavitha, Administrative Officer

**DIRECTOR**  
**St. MARTIN'S ENGINEERING COLLEGE**  
**UGC - AUTONOMOUS**  
Survey No 98 & 100, Dhulapally (V)  
Dundigal-Gandimaisamma (M), Medchal-Malkajgiri (D)  
Secunderabad-500 100, Telangana.

Ref.No. SMEC/16<sup>th</sup> GBM/2025-26/01

Date: 10<sup>th</sup> September 2025

## Minutes of the 16<sup>th</sup> Governing Body Meeting

The 16<sup>th</sup> Governing Body meeting held on 10<sup>th</sup> September 2025 at 11:00 AM through Hybrid mode and following members were present. Discussions were held on each point of the agenda and the minutes were formulated by considering the opinions expressed by the members. All the members had unanimously approved the minutes mentioned below.

S.No.	Name of the Faculty	Designation	Signature
1	Sri M. Laxman Reddy	Chairman, SMEC	M. Laxman Reddy
2	Sri G. Chandrasekhar Yadav	Vice-Chairman, SMEC	[Signature]
3	Sri Ch. Mahender Reddy	Secretary & Correspondent, SMEC	Ch. Mahender Reddy
4	Sri G. Narasimha Yadav	Treasurer, SMEC	G. Narasimha Yadav
5	Sri M. Rajashekar Reddy	Joint Secretary, SMEC	M. Rajashekar Reddy
6	Dr. K. Ravindra	Director, SMEC	K. Ravindra
7	Dr. M. Sreenivas Rao	Principal & Member Secretary	M. Sreenivas Rao
8	Prof. B. Dharma	State Government Nominee	B. Dharma
9	Dr. M. Madhavi Latha	JNTUH Nominee, Senior Professor of ECE, JNTUH, Hyderabad	M. Madhavi Latha
10	Dr. S. Viswanadha Raju	Educationalist Senior Professor of CSE & Principal, JNTUJ, Jagityal	S. Viswanadha Raju
11	Mr. Lalith Sarma	Industrialist	Lalith Sarma
12	Dr. S.V.S.Rama Krishnam Raju	Dean Academics, Professor of ECE, IQAC Co-ordinator, SMEC	S.V.S.Rama Krishnam Raju
13	Dr. D.V. Sreekanth	Dean Administration, Professor & Head, Department of ME, SMEC	D.V. Sreekanth
14	Dr. D. Ranadheer Reddy	Professor & Head, Department of FME, SMEC	D. Ranadheer Reddy
15	Dr. N. Ramchandra	Professor & Head, Department of EEE, SMEC	N. Ramchandra
16	Ms. O. Kavitha	Administrative Officer	O. Kavitha



Dr. K. Ravindra, Director SMEC had extended a warm welcome to all the governing body members participated in the meeting. He mentioned the details related to the Accreditations, Affiliations, Rankings, Funds received from the Government, awards, faculty R&D and students' progression.

The following points were discussed in the meeting as per the Agenda.

**Agenda Point 1:** Review of progress on minutes of the previous meeting

- Fulfilment of all agenda points of previous meeting were discussed, and completion status was approved by the Governing Body.

**Agenda Point 2:** Admissions status report for the Academic Year 2025-26.

- The statistics of admissions done in the academic year 2025-26 were presented to the committee as given in Table 2.1

Branch	Sanctioned Strength	Convener Quota	Spot Admissions	Minority/ Management	EWS	Total
EEE	30	18	00	01	02	21
ECE	240	168	00	72	17	257
CSE	240	168	00	72	16	256
CSE (AI&ML)	180	126	00	54	13	193
<b>Total</b>	<b>690</b>	<b>480</b>	<b>00</b>	<b>199</b>	<b>48</b>	<b>727</b>

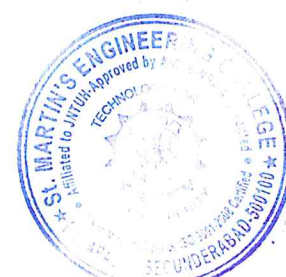
- The admission status was presented, discussed in the GB meeting thoroughly in all aspects and all GB members accepted and approved.

**Agenda Point 3:** Revision of Curriculum Undertaken for SMEC R-25 Regulation from A.Y.: 2025-26.

- With reference to the R-25 regulations released by JNTUH, BoS meetings were conducted department wise for approving SMEC R-25 Regulations (I and II Year B.Tech), Course structure & Syllabus and III- & IV-years course structure and syllabus of SMEC R-22 as per the dates mentioned below.

B.Tech-I and II years SMEC R-25 for the branches

- EEE & ECE, BOS was conducted on 13.08.2025.
- CSE, CSE(AI&ML), English, Management & Physics BOS was conducted on 14.08.2025.
- I year Chemistry BOS was conducted on 16.08.2025.
- I year Mathematics BOS was conducted on 19.08.2025.
- I year CSE(DS) BOS was conducted on 09.07.2025



- CSE BOS for III & IV Year syllabus (SMEC R-22) was conducted on 22.01.2024.
- IT BOS for III & IV Year syllabus (SMEC R-22) was conducted on 28.01.2024.
- EEE, ECE, CSE(AI&ML), AI&DS, AI&ML and CSD BOS for III & IV Year syllabus (SMEC R-22) was conducted on 29.01.2024.
- CE BOS for III & IV Year syllabus (SMEC R-22) was conducted on 30.11.2022.

All above minutes of BoS meetings pertaining to the SMEC R-25 for I and II years, SMEC R-22 for III and IV years were accepted and approved by the members of committee.

#### **Agenda Point 4: Result Analysis**

- The branch wise and college wise pass percentages are presented to the committee as given in Table 4.1 for the batch of students admitted in the year 2021-22 and graduated in the year 2024-25.

<b>Courses</b>	<b>Total no. of Students admitted</b>	<b>Appeared in IV-II</b>	<b>No. of Students Awarded B.Tech. Degree</b>	<b>Pass %</b>
Civil Engineering	52	44	37	71.15
Electrical and Electronics Engineering	60	57	43	71.67
Mechanical Engineering	60	60	48	80.00
Electronics and Communication Engineering	282	244	186	65.96
Computer Science and Engineering	285	273	242	84.91
Information Technology	213	202	171	80.28
Computer Science and Engineering (AI&ML)	72	70	66	91.67
Artificial Intelligence and Data Science	70	68	58	82.86
Artificial Intelligence and Machine Learning	71	67	65	91.55
Computer Science and Design	71	61	54	76.06
<b>Total</b>	<b>1236</b>	<b>1147</b>	<b>970</b>	<b>84.57</b>

- The committee members have appreciated the academic performance of the students and approved the result.



**Agenda Point 5:** Review of application in process for Deemed to be University under Distinctive category.

- It was informed to the committee that the request letter to issue NoC for the establishment of Deemed to be University was submitted to the JNTUH on 30/08/2025. It was also submitted that relevant report preparation is under progress. The Committee has approved and appreciated the initiatives.

**Agenda Point 6:** Annual Budget for the Financial Year 2025-26.

- The Annual Budget for the Academic Year 2025-26 presented, discussed in the GB meeting thoroughly in all aspects and all GB members accepted and approved.

**Agenda Point 7:** TAFRC Fees Fixation.

- The Governing body discussed about the TAFRC fees fixation process and appreciated the St. Martins Engineering College and approved.

**Agenda Point 8:** Review and approval of IQAC, BOS and Academic council minutes of the meeting.

- All the Minutes of IQAC, BOS and Academic Council meeting conducted after the previous Governing Body Meeting to till date were presented, discussed and approved by the Governing body.

**Agenda Point 9:** Review of placements status

- Presented, discussed and reviewed the placements of Academic Year 2024-25 and all the Governing body members appreciated the efforts made by the college to meet the target.
- The placement process for the academic Year 2025-26 initiated after successful completion of the training programs for the present 4<sup>th</sup> year students, there are many companies are in pipeline, and it is approved by the Governing Body.

**Agenda Point 10:** Fixation of Grace marks amount to be collected from the student.

- It was deferred by the members. The college has accepted.

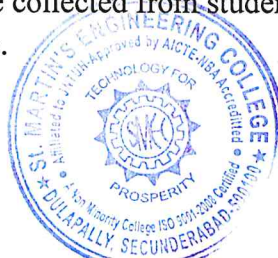
**Agenda Point 11:** To consider and approve the faculty recruitment for this A.Y.2025-26 as per the JNTUH & AICTE guidelines.

- Faculty recruitment for this A.Y.2025-26 to meet JNTUH & AICTE norms was discussed in GB meeting and approved.

**Agenda Point 12:** Service Rules

- Service rule book is reviewed in GB meeting and approved.

**Agenda Point 13:** Fixation of Condonation amount to be collected from students having Attendance above 65% to below 75%.





- The Governing body members elaborately discussed regarding the student's attendance and approved to collect the condonation fee of an amount Rs.1000/- from the students having attendance from 65% to below 75%.

**Agenda Point 14:** Fixation of Fine on students for Mobile Usage during Class work & Lab work time.

- It was presented to the members that despite of several steps taken to restrict the usage of cell phones while the classes are going on, few stray cases have been found.
- Governing body members discussed on the mobile usage of the students in the classrooms and labs and approved to collect a fine amount from students. If a student uses mobile for the first time, a fine of Rs.500/- may be imposed. If the same student uses the mobile for the second time, a fine of Rs.1000/- may be imposed and if the same student uses the mobile for the third time, serious disciplinary action may be imposed as per the college Academic Committee recommendations.

**Agenda Point 15:** Delegation of Financial powers to the Principal, HODs and Lab in charges.

- Management & Board members complimented and appreciated Principal for his hard work and dedication. It is also noticed that there is lot of growth in academics, placements as well as in R&D activities.
- The Governing body advised to the college management, to delegate financial approval of Rs. 20 Lakhs to the principal to meet the college incidental expenditure, 5 Lakhs to the HoD's to meet the departmental incidental expenditure and Rs. 20,000/- to the Lab-In charges to meet their Laboratory incidental expenditure from the Academic Year 2025-26.

**Agenda Point 16:** Full Automation of the campus using CAMPX software.

- Implementation of the Campx software to automate the campus was presented, discussed and approved by the Governing body.
- Governing Body suggested to put strong monitoring team to monitor the data uploading in the Campx software should only be in the college server. If the database is misused by the vendor, then a heavy penalty should be imposed on vendor by filing a legal case.

**Agenda Point 17:** Any other points

- Dr. Madhavi Latha Madam and Mr. Lalith Sharma Sir suggested to have a strong agreement with the Campx vendors.



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**Agenda Point 15:** Delegation of Financial powers to the Director, HODs and Lab in charges.

- Management & Board members complimented and appreciated Principal for his hard work and dedication. It is also noticed that there is lot of growth in academics, placements as well as in R&D activities.
- The Governing body advised to the college management, to delegate financial approval of Rs. 20 Lakhs to Dr. K. Ravindra, Director, SMEC to meet the college incidental expenditure, 5 Lakhs to the HoD's to meet the departmental incidental expenditure and Rs. 20,000/- to the Lab-In charges to meet their Laboratory incidental expenditure from the Academic Year 2025-26.

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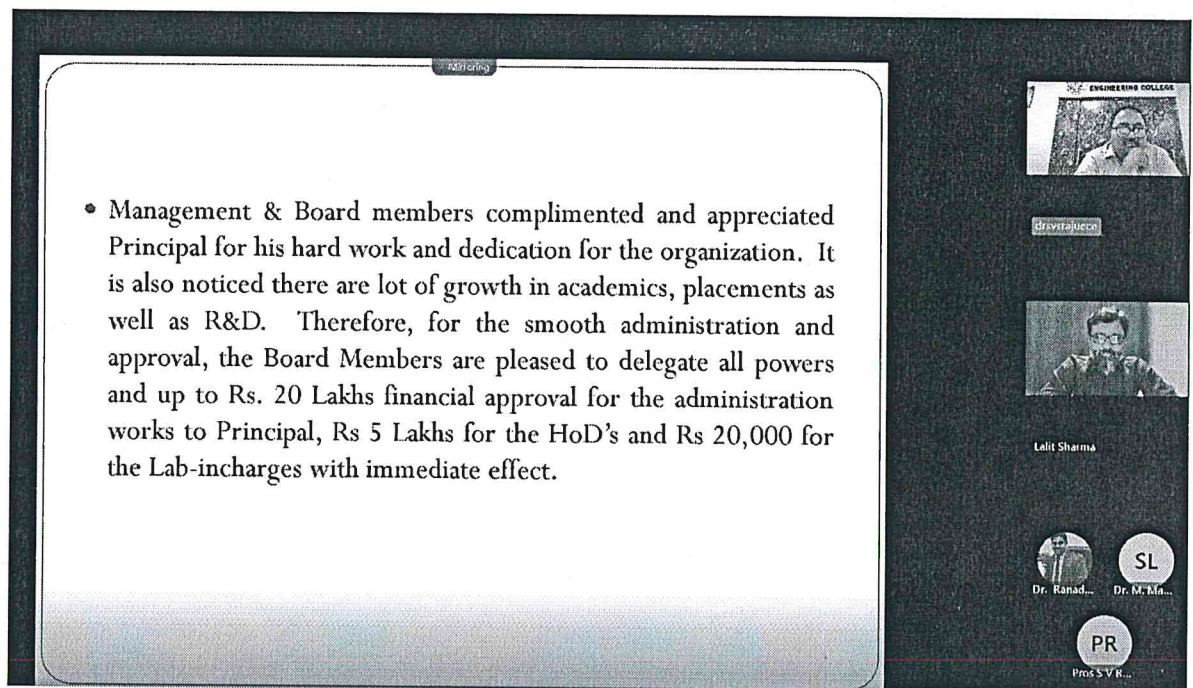
- Dr. Madhavi Latha Madam and Mr. Lalith Sharma Sir suggested to have a strong agreement with the Campx vendors.
- Dr. Madhavi Latha Madam suggested to implement PMS based increments to the teaching faculty.
- Dr. M. Dharma Sir suggested to all the Ph.D faculty members that they must register as a Research supervisor / Guide across various universities and produce minimum 2 to 3 Ph.D's.

The meeting was closed in good harmony with the proposal of Vote of Thanks to all the learned members for sparing their time to add value to the academic as well as administrative structures of the SMEC.





## Snapshots of Meeting



**Dr. K. Ravindra**  
**DIRECTOR**

**DIRECTOR**  
**St. MARTIN'S ENGINEERING COLLEGE**  
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Survey No 98 & 100, Dhulapally (V)  
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