



6.1.2 The effective leadership is visible in various institutional practices such as decentralization and participative management

CIRCULAR

Date: 20.09.2023

All the HoDs of all departments are informed to attend the meeting today at 11:00 AM in the Principal's chamber without fail .

Agenda of the meeting:

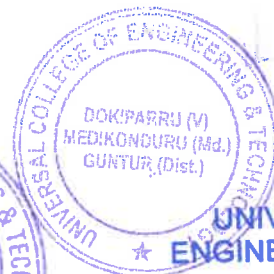
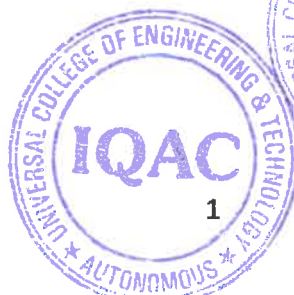
1. The Constitute Anti-Ragging committee for the academic year 2023-24.
2. To discuss Anti-Ragging Measures.
3. The mischievous element and behavior shall be identified and punished according to Rule-Book.
4. To identify student volunteer group for anti-ragging.

Copy to:

1. The principal office
2. The Administrator and Treasurer
3. The Secretary and Correspondent
4. All Department HoDs
5. IQAC Coordinator

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Anti Ragging Committee

Minutes of Meeting

1. Meeting is conducted by principal and Anti Ragging committee is constituted for the academic year 2023-24.
2. Anti-ragging measures are adopted in compliance with the regulations prescribed by the Supreme Court, UGC, and JNTUK.
3. Mischievous elements and behaviors will be identified and dealt with according to the established rules and regulations. Student volunteers will be recruited and trained to help monitor and report such incidents.
4. Fresher's day is to be conducted without any Ragging Elements


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Date:04/10/2023

ANTI-RAGGING COMMITTEE

ANTI RAGGING COMMITTEE for the academic year 2023-2024 is constituted with following members

S.No	Name of the Staff	Designation	Position
1	Dr.Ch.Kesava Reddy	PRINCIPAL	Chairman
3	G. Manikya Rao	HOD CIVIL	Member
4	D. Mary Sharmila Rani	HOD MBA	Member
5	K.Vijay Kumar	HOD ECE	Member
6	M.Jaya Rami Reddy	Faculty S&H	Member
7	N. Ramesh	HOD MECH	Member
8	K.Chinnaiah	HOD CSE-DS	Member
9	M.Mary Sujatha	Faculty S&H	Member
10	D. Purnodaya	Faculty S&H	Member
11	K. Sahithi	Faculty CIVIL	Member

Principal

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3. The Secretary and Correspondent
4. All departments HOD


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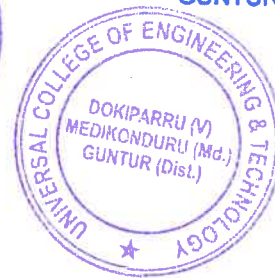
Date:04/10/2023

ANTI RAGGING SQUAD

ANTI RAGGING SQUAD for the academic year 2023-24 is constituted with the following Members

SL.NO	NAME OF THE FACULTY	DESIGNATION
1	Y. Suresh Reddy	A.O
2	G. Marreddy	P.Ed
3	D.V.V.Brahmachari	CSE Faculty
4	Y. Srinivas	MBA Faculty
5	Y, Hari Madhava Reddy	EEE Faculty
6	K. Babu Rao	ECE Faculty
7	T. Murali	CIVIL Faculty


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DT: 4-10-2023

The anti-ragging student volunteers are constituted with the following members for the academic year 2023-2024.

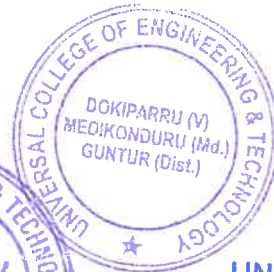
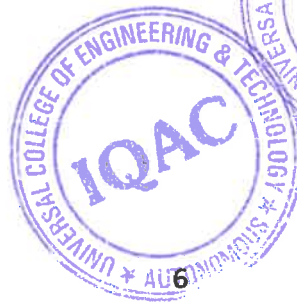
ANTI-RAGGING STUDENT VOLUNTEERS

S.No	Student Name	Year/Sem
1.	L.Navya	III-I
2.	P.Abhinaya	III-I
3.	V.Manisha	III-I
4.	R.Arundathi	III-I
5.	K.Keertana	III-I
6.	Thanmayi	III-I
7.	Saroja	III-I
8.	Jhanavi	III-I
9.	U.Nandini	II-I
10.	N.Vasavi	II-I
11.	K.Seshu	II-I
12.	K.Sabari	II-I
13.	Pavani.N	III-I
14.	T. Srimanth Murthy	III-I
15.	N.Gopi Reddy	III-I
16.	D.Sachin Reddy	III-I
17.	K.Salmon Raju	III-I
18.	D.Pavan	III-I
19.	B.Bhargav	III-I



20.	G.Gopi Chanda	II-I
21.	D.Akash	II-I
22.	G.Mahesh	II-I
23.	G.Leena Harini	II-I
24.	K.Bharathi	II-I
25.	P.Ravi chandra	II-I
26.	T.Sravanthi	II-I
27.	T.Manikumar Reddy	II-I
28.	Y.Paul	II-I
29.	T.Nagapavan	II-I
30.	Ch.Chandana	IV-I
31.	A.SivaNaga Lakshmi	IV-I
32.	B.Mariya	IV-I
33.	B.Gayatri	IV-I
34.	Ch. Siva Sankar	IV-I
35.	Ch.Ravindra	IV-I
36.	A.Guru Chaitanya	IV-I

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Date: 06-10-2023

CIRCULAR

All the members of the anti-ragging committee and anti-ragging student volunteers are informed to attend the meeting today at 3:10 pm in the Seminar hall without fail.


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(List enclosed)



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Note: Circulate within the departments and inform anti-ragging student volunteers.
Copy to:

1. The Principal Office
2. The Administrator and Treasurer
3. The Secretary and Correspondent
4. All departments HoD
5. IQAC Coordinator



Anti-Ragging Committee

Minutes of Meeting

The committee discussed the need for conducting regular awareness programs for both freshers and senior students

1. Seniors must ensure that no ragging is taking place anywhere on campus.
2. If you become aware of any ragging incidents on campus, it is your duty to report the matter to the committee members.
3. Increased surveillance of hostels, classrooms, and common areas.
4. The Chairperson will appoint a vigilance committee to monitor campus activities.
5. The squad shall investigate incidents of ragging and make recommendations to Anti- Ragging committee
6. Encouraging Students, faculty and staff to be vigilant and report any suspicious activity.
7. As per the honorable Supreme Court of India and the directions of UGC , students and parents are instructed to sign an anti ragging declaration
8. To establish cordial relationships between seniors and fresher students FRESHER'S DAY will be Organized very soon
9. Taking strict action against those found guilty of ragging, as per the UGC guidelines.
10. Students of all the higher semester are called for anti-ragging awareness program during which the local Inspector of Police and Judge is invited to address





INTERNAL COMPLAINT COMMITTEE

SEXUAL HARASSEMENT COMMITTEE

As per the rules and regulations addressed by the AICTE / UGC for student or other stake holders in a Technical Institution, "Sexual Harassment Committee" of Universal College of Engineering and Technology has been constituted with following staff in different position to enquire the nature and extent of grievance.

S.No	Name of the Staff	Designation	Position
1	Dr.Ch.Kesava Reddy	Principal	Chairman
2	Mr.Suman Paul Reddy	HOD EEE	Convener
3	Dr.K. Vijay Bhaskar Reddy	HOD CIVIL	Member
4	D. Mary Sharmila Rani	HOD MBA	Member
5	K. Vijay Kumar	HOD ECE	Member
6	M.Jaya Rami Reddy	Faculty S&H	Member
7	N. Ramesh	HOD MECH	Member
8	Dr.Guru Kesav Das	HOD CSE	Member
9	M.Mary Sujatha	Faculty S&H	Member
10	D. Purnodaya	Faculty S&H	Member
11	K Sahithi	Faculty CIVIL	Member



Student Committee

S.No	Name of Student	Designation
1	P.Abhinaya	Member
2	V.Manisha	Member
3	Varshitha	Member
4	Thanmai	Member
5	Renuka	Member

Objectives

- To accept written sexual harassment from students and staff related to the system.
- To create and implement a mechanism to handle the reported on sexual harassment
- To forward the findings to the Management if necessary for further action.
- To listen and submitted to them by the Staff and Students and take necessary steps immediately.
- To make a follow-up of these matters at regular intervals till their final disposal.




CIRCULAR

Date:15.06.2023

It is here by informed to all Head of the departments and all the committee members to attend the meeting today at 3:30 PM in principal Chamber to constitute “**Sexual Harassement Committee**” for this academic year 2023-2024.

Agenda of the Meeting:

- 1.To Constitute Sexual Harassement committee for the academic year 2023-2024.
2. To identify student volunteer group for Sexual Harassement.


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3. The Secretary and Correspondent
4. All departments HOD




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Minutes of Meeting held on 17-06-2023:

1. The chairman of the Sexual Harassment committee read the minutes of the previous meetings.
2. Action taken report on the compliance and decisions made in the previous meeting.
3. To study the intensiveness of Sexual Harassment and to take subtle actions.

Members attended:

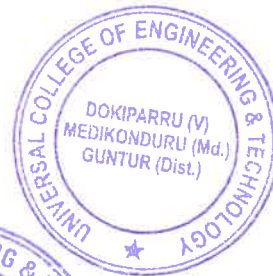
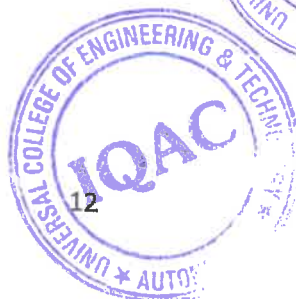
Name of the Staff

1. Dr.Ch.Kesava Reddy
2. Dr.K. Vijayabhaskar Reddy
3. Mr.A.Inna Reddy
4. D. Mary Sharmila Rani
5. Mr.N.Ramesh
6. Mr.J.S.Srinivasa Raju
7. Mr.k.Vijay Kumar
8. Mr.K.Chinnaih
9. Mrs.Mary Sujatha
10. Mr.M.Rathnam

Student Committee:

- 1.P.Abhinaya
- 2.V.Manisha
- 3.Varsitha
- 4.Thanmai
- 5.Renuka

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Date:20.03.2024

ESTABLISHMENT OF ONLINE GRIEVANCE REDRESSAL MECHANISM

GRIEVANCE REDRESSAL COMMITTEE

As per the rules and regulations addressed by the AICTE / UGC for student or other stake holders in a

Technical Institution,"**Grievance Redressal Committee**" of Universal College of Engineering and Technology

has been constituted with following staff in different position to enquire the nature and extent of grievance.

S.No	Name of the Staff	Designation	Position
1	Dr.Ch.Kesava Reddy	Principal	Chairman
3	Manikya Rao	HOD CIVIL	Member
4	D. Mary Sharmila Rani	HOD MBA	Member
5	K.Vijay Kumar	HOD ECE	Member
6	M.Jaya Rami Reddy	Faculty S&H	Member
7	N. Ramesh	HOD MECH	Member
8	K.Chinnaiah	HOD CSE-DS	Member
9	M.Mary Sujatha	Faculty S&H	Member
10	D. Purnodaya	Faculty S&H	Member
11	K Sahithi	Faculty CIVIL	Member




Student Committee:

S.No	Name of Student	Designation
1	L.Navya	Member
2	R.Arundathi	Member
3	N.GopiReddy	Member
4	T.Srimanth Murthy	Member
5	K.Ksheeraja	Member

Objectives

- To accept written grievances from students and staff related to the system.
- To forward the findings to the Principal and Management if necessary for further action.
- To create and implement a mechanism to handle the reported grievances.
- To listen, record and scrutinize the grievances submitted to them by the Staff and Students and take necessary steps immediately.
- To attend to the grievances based on the authenticity and gravity of the criticisms made.
- To represent the grievances to the concerned section which may include maintenance, transport, academic, amenities etc.
- To convene periodical meetings to discuss whether the grievances have been settled.
- To make a follow-up of these matters at regular intervals till their final disposal.

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DT: 19-04-2024

INDUSTRY CELL

Under the Initiative of Institution Industry Cell, Universal College of Engineering and Technology (UCET) organized Industrial Visit for its students in the various esteemed organization. The industrial visit bridges the gap between theoretical training and practical learning in a real-life environment. Institution - Industry Cell organized virtual Industry visit, Webinars to get knowledge and future guideline from Industry experts. Training program also organized in the virtual platform.

S.NO	NAME OF THE FACULTY	DESIGNATION	POSITION
1	Dr. Ch. Kesava Reddy	Principal	chairperson
2	Dr. B. Balaji Naik	Professor, MECH	Co-ordinator
3	Mr. M. Kishore babu	Assistant Professor, CSE	Member
4	Mr. Y. Harimadhava Reddy	Assistant Professor, EEE	Member
5	Mr. K. Babu Rao	Associate Professor, ECE	Member
6	Mr. G. Manikya Rao	Associate Professor, CIVIL	Member
7	Mr. Y. Prasad rao	Associate Professor, MBA	Member
8.	M. Sivasankar Reddy	Assistant professor, S&H	Member

FUNCTIONS OF THE CELL

- 1. Establish Industry Partnerships:** Foster relationships with industries, organizations, and institutions to promote collaboration and mutual benefit.
- 2. Provide Training and Development:** Organize training programs, workshops, and seminars to enhance students' skills and knowledge, making them industry-ready.
- 3. Facilitate Internships and Placements:** Assist students in securing internships and placements with reputable industries, helping them gain practical experience.

Roles & Responsibilities of the Committee Members:



To initiate different collaboration with industries at institute level by identifying the industrial expectation and promoting institutional preparation for meeting industrial needs by facilitating project work, seminars, workshops and various other industrial training programs .

To identify the gap in the curriculum keeping in mind the Program Specific Outcome of their respective department and cater to them by initiating different events, workshop, industry visit etc. in collaboration with different industries

.List of the events organized by the institution –industry cell

S.NO	NAME OF THE INDUSTRY	DATE	OUTCOME
1	Tata Consultancy Services, Hitechcity CSE, Dept	4/10/2023	privileged for students to learn technical aspects of it and its current applications.
2.	Efftronics system by ECE, Dept students	22/9/2023	Students got information on digital transformation and control networks

Images of industry visiting's by departments

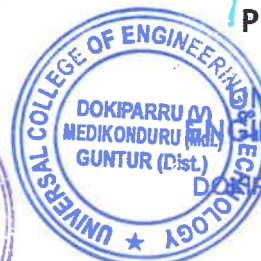


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Principal

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Date: 20/09/2023

RECONSTITUTION OF THE IQAC, A.Y:2023-24

Proceedings of the Principal, Universal College of Engineering and Technology

Sub: Universal College of Engineering and Technology, Guntur – Reconstitution of Internal Quality Assurance Cell for the Academic year 2023-24 – Reg.

The undersigned is pleased to constitute Internal Quality Assurance Cell with the following body for the academic year 2023-24

S.No.	Name of the Staff	Designation	Position
1	DrChKesava Reddy	Principal	Chairperson
2	Rev. Fr. M.Marreddy	Management Member	Member
3	Dr S V Kota Reddy	Academic Expert (VITAP-VC)	Member
4	Dr B SudheerPrem Kumar	Secretary APSCHE	Member
5	Dr M Manzoor Hussain	Registrar JNTUH	Member
6	Mr..Y. Suresh Reddy	Administrative Officer	Member
7	Dr M Koti Reddy	Associate Professor-ECE	Coordinator
8	Mr.G.ManikyaRao	HOD - CIVIL	Member
9	Mr.Y.HariMadhav Reddy	HOD - EEE	Member
10	Mr.N. Ramesh	HOD-MECH	Member
11	Mr.K. Vijaya Kumar	HOD - ECE	Member
12	Dr.M. VeeraKumari	HOD - CSE	Member
13	G.Ranganadha Rao	HOD - AIML	Member
14	Mr. M. Jayarami Reddy	HOD - S&H	Member
15	Mrs.D.MarySharmila Rani	HOD - MBA	Member
16	Mrs.K.Sahithi	Assistant Professor - CIVIL	Member



17	Mrs.K.PrasannaLatha	Assistant Professor -EEE	Member
18	Mr.Sk.Md.Iliyas	Assistant Professor - MECH	Member
19	Mr.K.Babu Rao	Associate Professor -ECE	Member
20	Mr.B.Avinash	Assistant Professor - AiML	Member
21	Mrs.D.Purnodaya	Assistant Professor -S&H	Member
22	Mr.K.Srinivas	Associate Professor -MBA	Member
23	Dr.D.BalajiNaik	Placement Officer- MECH	Member
24	Mr.T.Suman Paul Reddy	Exam Section -EEE	Member
25	Mr. G. Prashanth, Manager HR, Automotive Manufacturers Pvt. Ltd.	Industrialist	Member
26	Mr. M. Madhava Reddy, Electrical Technical Engineer, Shipping Corporation of India	Alumni	Member
27	B.LalithaSujala (22NF1A6105)	Student Member	Member
28	B.RaviKishon(Phno:8142208397)	Parent	Member


IQAC Coordinator


Dr.Ch.Kesava Reddy
Principal

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SC/ST COMMITTEE

The SC/ST cell has been established to support and empower students from Scheduled Castes (SC) and Scheduled Tribes (ST) communities, who have been historically disadvantaged socially, economically, and educationally.

Objectives

1. Empower SC/ST students to access higher education and achieve academic excellence.
2. Facilitate financial support from government agencies and other sources.
3. Provide career orientation programs to equip students with necessary skills.

Functions

1. Implement policies and programs for SC/ST students.
2. Facilitate scholarships, stipends, and other financial assistance.
3. Organize career guidance, counseling, and training programs.
4. Monitor and evaluate the progress of SC/ST students.

Guidelines

1. The cell will follow UGC guidelines and AICTE norms.
2. A committee for SC/ST has been established as per the Scheduled Castes and the Scheduled Tribes (Prevention of Atrocities Act, 1989).

Commitment

The college is committed to creating an inclusive and supportive environment for SC/ST students, ensuring their academic success and overall well-being.



SC/ST COMMITTEE MEMBERS

S.NO	NAME OF THE FACULTY/STUDENTS	DESIGNATION	POSITION
1	DR.CH.KESAVA REDDY	PRINCIPAL	CONVENOR
2	DR.BALAJI NAIK	ASSOCIATE PROFESSOR,MECH	CO-CONVENOR
3	K.CHINNAIAH	ASSOCIATE PROFESSOR,CSE	MEMBER
4	K.BABU RAO	ASSOCIATE PROFESSOR,ECE	MEMBER
5	B. SUJATHA	ASSOCIATE PROFESSOR, ECE	MEMBER
6	K..NAGESWARA RAO	II-I STUDENT	STUDENT MEMBER
7	K. VANAJARANI	II-I STUDENT	STUDENT MEMBER
8	G.SRINADH	III-I STUDENT	STUDENT MEMBER
9	B. AJAY DISNEY	IV-I STUDENT	STUDENT MEMBER
10	N. VIJAY KUMAR	IV-I STUDENT	STUDENT MEMBER



MINUTES OF MEETING

First Semester (11.10.2023)

1. Constitution of SC/ST Cell: The cell was formed with 10 members.
2. Objectives and Aims: The Chairman outlined the objectives and aims of the committee.
3. Scholarships: Discussion on scholarships for SC/ST students was initiated.
4. Admission Data: Information on admission of SC and ST students was collected.

Second Semester (23.01.2024)

1. Review of Previous Meeting: Review of the last term's meeting was Conducted.
2. Follow-up on Scholarships: Committee members followed up on the status of scholarship forms.
3. Data Collection: Information on SC and ST students was collected and updated.



Most Rev. Dr. Ch. Bhagyaiah, Chairman of the Governing Body and Rev. Fr. M. Marreddy, Secretary and Correspondent of Universal College of Engineering and Technology initiated meeting with warm welcome to all the members present.

The following items are discussed and the corresponding resolutions are adopted.

Item 1:

Confirmation of Previous minutes of meeting held on 03-07-2022

Resolution:

Minutes of previous meeting held on 03-07-2022 were circulated to all the member of Governing Body. No comments have been received from any of the members. Therefore Governing Body is requested to confirm the minutes.

Item 2:

Confirmation of autonomous Accreditation

Resolution:

A Confirmation of autonomous Accreditation announced that Universal College of Engineering and Technology got autonomous for 5 years, congratulated all the team supported for Accreditation.

Item 3:

Recruitment of Teaching and Non-Teaching Staff and acceptance of resignation of staff if any

Resolution:

Governing Body passed resolution to recruit staff as per requirements of AICTE and approved resignation of Teaching and Non-teaching staff in the previous Academic Year.

Item 4:

Approval of budget for academic year 2023-2024

Resolution:



A detailed discussion with review of income and allocation of various categories of college budget was made and the budget proposal for the academic year 2023-2024 was approved with suggestions.

Item 5:

Budget proposals for Infrastructure and new lab requirements for the academic year 2023-2024

Resolution:

Governing Body approved the budget proposals recommended by Academic Committee and initiated quotations as per requirements of R23 Curriculum.

Item 6:

Budget proposal for Hygienic and Green initiative of the Campus

Resolution:

Governing Body approved proposal for Hygienic and Green Campus. Governing Body passed resolution for remodeling of student wash rooms, construction of executive wash room for visitors and more plantations in the Campus. Further Governing body approved budgetary proposal for the same.

Item 7:

Discussion on University Academic Regulation R23 for UG and PG courses, Initiative to adopt to the changes in Regulation

Resolution:

Governing Body passed resolution to take all necessary action for adopting new Regulation R23 for UG and PG Courses

Item 8:

Discussion of UG and PG new admissions in the Academic Year 2023-2024 and approval of Concession Policy for eligible students



Governing Body observed the AICTE EOA for Academic Year 2023-2024 with reduction in intake. Governing Body discussed regarding admissions in the current academic year and recommended guidelines for concession for eligible students.

Item 9:

Status of placements and new proposals

Resolution:

The governing body members expressive their satisfaction with the placement facilitated by the training and placement cell of UCET and suggested to improve placements in core sectors.

Item 10:

Quality initiative to Promote Innovations and Entrepreneurship

Resolution:

Governing Body approved Quality Policy of the college to promote Innovations and Entrepreneurship program.

Item 11:

Submission of report of faculty development programs conducted during 2022-2023 and discussion on encouraging faculty participation in Research

Resolution:

Governing Body expressed its happiness on conduct of online FDPs. Governing Body approved to conduct more research oriented programs in the campus.

Item 12:

Proposal for New MOU's for Industry Institution Interaction

Resolution:

Governing Body approved proposal for New MOUs for Industry Institution Interaction.



Item 13:

Proposal for new Student Chapters in each Department

Resolution:

Governing Body approved proposal for new Student Chapters in each Department.
Proposal for NBA Accreditation for the academic year 2023-2024

Resolution:

Governing Body approved Proposal for NBA Accreditation for the academic year 2023-2024

Item 15:

Proposal for New course for the academic year 2023-2024

Resolution:

Governing Body approved Proposal for New course for the academic year 2023-2024

The meeting. ended with a vote of thanks proposed by Principal of Universal College of Engineering and Technology.