



# BONAM VENKATA CHALAMAYYA INSTITUTE OF TECHNOLOGY & SCIENCE

(Approved by AICTE, New Delhi, Accredited by NAAC 'A' Grade  
Permanently Affiliated to JNTUK, Kakinada)

POST BOX: 26, AMALAPURAM 533 201, EAST GODAVARI DT., ANDHRA PRADESH

☎: 08856-235416,235489; e-mail: [bvts@bvcgroup.in](mailto:bvts@bvcgroup.in); visit us: [www.bvcits.edu.in](http://www.bvcits.edu.in)

## STUDENT COUNSELLING & MENTORING CELL MINUTES OF MEETING

AY 2020-21

Date 27/06/2020

Student Counselling & Mentoring Cell virtual meeting held at 2.30PM in the S C M Cell, meeting started with welcoming greetings.  
Members

### Members of Student Counselling & Mentoring Cell

S.No	Name	Designation	Department	Position	Status	Signatures
1	Dr. G M V PRASAD	Principal	ECE	Chairman	present	
2	Dr M C S MADAN	HOD	CIVIL	Coordinator	present	
3	Ms. Y PAVANI	Asst. Prof	CIVIL	Member	present	
4	Mr.PONNAGANTI.SIVA PRASAD	Asst. Prof	EEE	Member	present	
5	Mr. PRANAV SAGAR. SALADI	Assoc. Prof	MECH	Member	present	
6	Mr. ADITHE.SARMA	Assoc. Prof	ECE	Member	present	
7	Mrs. T.S.N.CHANDRESWARI	Assoc. Prof	MCA	Member	present	
8	Dr. D. SATYANARAYANA	Professor	MBA	Member	present	
9	Mrs. T.ANUSHA	Asst. Prof	CSE	Member	present	
10	Ms.P.POOJITHA PALLAVI	Student	CIVIL	Member	present	
11	Mr. A.VINAY	Student	CIVIL	Member	present	P.Poojitha
12	Mr. N.RAJESH	Student	CIVIL	Member	present	A.Vinay
13	Ms. N.BHARATHI DEVI	Student	CIVIL	Member	present	N.Rajesh
14	Ms .P.AKANSHA	Student	EEE	Member	present	N. Bharathi
15	Mr. K.VEERABABU	Student	EEE	Member	present	P. Akansha
16	Mr. L.LOKESH	Student	EEE	Member	present	K. Veerababu
17	Ms .SIDHVI	Student	EEE	Member	present	L. Lokesh
18	Ms. D.PREMA JYOTHI	Student	ECE	Member	AB	
19	Ms. B.RUPA DEVI	Student	ECE	Member	present	D. Prema Jyothi
20	Ms. J.NAGA SREYA	Student	ECE	Member	present	B. Rupa Devi
21	Ms. K.DIVYA DEEPIKA	Student	ECE	Member	AB	
22	Mr. M RAJESH	Student	MECH	Member	present	K. Divya Deepika
23	Mr. P SAI KRISHNA	Student	MECH	Member	present	M. Rajesh
24	Mr. A VISHNU	Student	MECH	Member	present	P. Sai Krishna
25	MR.Y M P KUMAR	Student	MECH	Member	AB	
26	Ms. A.K.L.NIHARIKA	Student	CSE	Member	present	Y. Kumar
27	Ms. P.NAVIKA	Student	CSE	Member	present	A.K.L. Niharika
28	Mr. K.V.RAMANA	Student	CSE	Member	present	P. Navika
29	Mr. K.P.MOULI	Student	CSE	Member	present	K.V. Ramana
					present	K.P. Mouli



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## AGENDA

**Agenda item 1-** Introducing new nominated cell members for this academic year by the coordinator.

- Discussing meeting agenda with members which includes Proposal on online counseling if required and mentoring in view of covid pandemic.
- Identifying the students required for special counseling in view of covid pandemic and covid effected student's functionalities of the Cell by taking the cell members (faculty) suggestions.
- Discussing Plan of action and strategies in view covid pandemic for smooth conduction of cell activities.

**Agenda item 2-** Creating Mentor and Mentee list

**Agenda item 3-** Plan of action and programs for this academic year and any other point with permission of the chair

**Agenda item 4-** Approve the new proposals if any in the meeting by the members  
After discussion, it was decided to approve the proposals received from of various departments Student Counseling Cell members.

**Points discussed and decisions taken:** The following decisions were taken after detailed discussion among the members:

### Other matters:


It was decided to conduct virtual orientation/induction program/sessions for this new academic year 2020-21 to B.Tech students on the basis of semester end examination performance and also to plan an induction program for 1<sup>st</sup> B.Tech students (based on admission process started and completed) before the commencement of online/physical classwork by following covid protocol, It is also decided to update the students proctorial records at the earliest and identify the dull students for taking necessary follow up measure to improve pass percentage. It is decided to conduct some counseling sessions for students by arranging an external expert. Identify students from first year to final year students who is needed counseling or guidance and attach them mentor to pay special attention on such students in regular counseling hours.

## Resolutions

Agenda point	Resolution	Responsible Person
1	Online counseling to the students to come out from Covid pandemic trauma	Sri.A.Sarma, Asst.Prof in ECE department to take care of this task
2	Updating Proctorial records	Concerned class mentors i/c's
3	Special sessions to those required online mentoring	Respective Class IC's

The meeting ended with Vote of Thanks by the Chairperson & Principal Dr.GMV Prasad.  
The meeting came to an end by 4.00 PM.

  
COORDINATOR

  
CHAIR PERSON  
PRINCIPAL  
BVC Institute of Technology & Science  
BATLAPALEM, AMALAPURAM - 533 221