



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; visit US: www.bvcits.edu.in

STUDENT COUNSELLING & MENTORING CELL MINUTES OF MEETING AY 2021-22

Date 28/06/2021

Student Counselling & Mentoring Cell virtual meeting held at 2.00PM in the S C M Cell by following covid protocol, meeting started with welcoming greetings.

Members

Members of Student Counselling & Mentoring Cell						
S.No	Name	Designation	Department	Position	Status	Signatures
1	Dr.GMV PRASAD	Principal	EEE	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	
12	Mr. N.RAJESH	Student	CIVIL	Member	present	
13	Ms. N.BHARATHI DEVI	Student	CIVIL	Member	present	
14	Ms .P.AKANSHA	Student	EEE	Member	present	
15	Mr. K.VEERABABU	Student	EEE	Member	present	
16	Mr. L.LOKESH	Student	EEE	Member	present	
17	Ms .SIDHVI	Student	EEE	Member	present	
18	Ms. D.PREMA JYOTHI	Student	ECE	Member	present	
19	Ms. B.RUPA DEVI	Student	ECE	Member	present	
20	Ms. J.NAGA SREYA	Student	ECE	Member	present	
21	Ms. K.DIVYA DEEPIKA	Student	ECE	Member	present	
22	Mr. M RAJESH	Student	MECH	Member	present	
23	Mr. P SAI KRISHNA	Student	MECH	Member	present	
24	Mr. A VISHNU	Student	MECH	Member	present	
25	MR.Y M P KUMAR	Student	MECH	Member	present	
26	Ms. A.K.L.NIHARIKA	Student	CSE	Member	present	
27	Ms. P.NAVIKA	Student	CSE	Member	present	
28	Mr. K.V.RAMANA	Student	CSE	Member	present	
29	Mr. K.P.MOULI	Student	CSE	Member	present	

*as meeting held virtually no signatures required



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AGENDA

1. **Agenda item 1-** Introducing newly nominated cell members by the coordinator by virtual mode.

Agenda item- Discussing meeting agenda with members which includes

- A) Importance of counselling and mentoring and purpose of the cell.
- B) Identifying the dull students and remedial measure, counselling and mentoring by the concerned IC's and any other issue related to the functionalities of the cell taking the cell members (faculty) suggestions.
- C) Discussing Plan of action for smooth conduction of cell activities.

Agenda item 2- Creating Mentor and Mentee list to the I B.Tech students and updating the senior students. .

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

Agenda item 4- Scrutinize and approve the proposals of meeting

- After discussion, it was decided to approve the proposals received from of various departments Student Counselling Cell members.

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

Other matters:

It was decided to arrange professional trainer cum expert in online counselling to the students who requires counselling as some dull student didn't face semester exams well and failed in some subjects. Concerned councilors to identify such dull students and take special care. Proposal to organize a an induction program sessions for this new academic year 2021-22 Updating and appointing new councilors and mentors to the to students in all the UG courses and preparation of the mentor and mentee list for the academic year 2021-22. A fallow up action on dull students based on last semester results and planning remedial classes and also take measures for effective mentoring for those needed. in all the departments. It is also decided to update the students proctorial records at the earliest and identify the dull students for taking necessary fallow up measure to improve pass percentage. It is decided to conduct some counselling sessions for students by arranging an external expert. Identify students from first year to final year students who is needed counselling or guidance and attach them to their concerned mentor to pay special attention on sending reports to the parents of identified students such students in regular counselling hours.


Resolutions

Agenda point	Resolution	Responsible Person
1	Updating Mentor-Mentee list to this new academic year	Class in charges of respective department
2	Orientation/Induction program	Mr.PSrikanth,HOD,Asst.prof,S&Hdept
3	Counselling &mentoring	By IC's of concerned dept
4	Seminar/Guest lecture to overcome stress	Prof.BV.Ramana,a free-lance trainer

The meeting ended with Vote of Thanks by the Chairperson & Principal Dr. GMV Prasad..
The meeting came to an end by 3.00 PM.


COORDINATOR




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