



VIGNAN'S LARA
INSTITUTE OF TECHNOLOGY & SCIENCE
(AUTONOMOUS)

Approved by AICTE New Delhi & Affiliated to JNTUK Kakinada
Accredited by NAAC 'A++' and NBA | ISO 9001 : 2015
Vadlamudi - 522 213, Guntur District

VLITS/PO/SC-ST-OBC/2024-2025/1

Date: 29-07-2024

OFFICE PROCEEDINGS

Sub: Constitution of SC-ST-OBC Committee – Regarding.

The SC-ST-OBC Committee of Vignan's Lara Institute of Technology & Science is Constituted with the following Composition

S.No.	Name of the Faculty	Department	Designation in the Committee
1	Dr. K. Phaneendra Kumar	Principal	Chairperson
2	Dr. G. Nageswararao	Mech	Convener
3	Dr. B Jayababu	EEE	Faculty Member
4	Mr. K Vijayvardhan	ECE	Faculty Member
5	Ms P V N Lakshmi	ECE	Faculty Member
6	Ms. Jyothula Vidya	CSE	Faculty Member
7	Mr. M. Nagaraju	EEE	Faculty Member
8	Mr R Varun	22FE5A0121	Student Member
9	Mr Shaik Siraj	22FE1A0314	Student Member
10	Ms Sridevi	22FE1A0229	Student Member
11	Mr J Siva Shankar	22FE1A0453	Student Member


PRINCIPAL

Copy to: All HoD's, Office and committee members

Dr. K. Phaneendra Kumar
M.Tech;Ph.D.,
PRINCIPAL
Vignan's Lara Institute of Technology & Science
VADLAMUDI-522 213, Guntur, A.P., India



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VLITS/SC-ST-OBC/2024-25/CIR/ 1

Date: 05-08-2024

CIRCULAR

This is to inform all the members of SC-ST-OBC Committee that, there will be a meeting of all office bearers on 07th August, 2025 at 10.30 am in Principal Chamber to discuss and finalize the plan of action of SC,ST, OBC Committee for the coming semester.

PRINCIPAL

Copy to: All HoD's, Office and committee members

Dr. K. Phaneendra Kumar

M.Tech;Ph.D.,

PRINCIPAL

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VLITS/ SC-ST-OBC /MoM/2024-25/1

Date: 07-08-2024

Minutes of the Meeting

The Meeting commenced with welcome note by the chairperson and convener

1. The committee reviewed the implementation status of government welfare schemes and scholarships for SC/ST/OBC students and discussed ways to improve awareness and accessibility.
2. It was proposed to conduct orientation programs and mentorship sessions for newly admitted SC/ST/OBC students to support their academic and personal development.
3. The need for establishing a grievance redressal mechanism specifically for SC/ST/OBC students was discussed, with a plan to set up a dedicated support cell and suggestion box on campus.

S.No.	Name of the Faculty	Department	Designation in the Committee	Signature
1	Dr. K. Phaneendra Kumar	Principal	Chairperson	
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3	Dr. B Jayababu	EEE	Faculty Member	
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PRINCIPAL

Dr. K. Phaneendra Kumar
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19-12-2024

ACTION TAKEN REPORT

VLITS/ SC-ST-OBC /MoM/2024-25/1: dated: 07-08-2024

1. Informative sessions and digital notices were circulated across departments to raise awareness about available government scholarships and welfare schemes for SC/ST/OBC students.
2. Special orientation and mentoring sessions were conducted for newly admitted SC/ST/OBC students, focusing on academic support, campus facilities, and personal growth.
3. A dedicated SC/ST/OBC grievance support cell was established, along with a suggestion box placed at a central location to collect and address student concerns confidentially.

PRINCIPAL

Dr. K. Phaneendra Kumar

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VLITS/SC-ST-OBC /2024-25/CIR/2

Date: 18-01-2025

CIRCULAR

This is to inform all the members of SC-ST-OBC Committee that, there will be a meeting of all office bearers on 21st January 2025 at 9.30 am in Principal Chamber to discuss and finalize the plan of action of SC,ST, BC Committee for the coming semester.

PRINCIPAL

Copy to: All HoD's, Office and committee members

Dr. K. Phaneendra Kumar

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VLITS/SC-ST/MoM/2024-25/2

Date:21-01-2025

Minutes of the Meeting

The Meeting Commenced with welcome note from the chairperson

1. The committee reviewed the participation of SC/ST/OBC students in academic and co-curricular activities and discussed strategies to encourage greater involvement through targeted outreach and motivation.
2. It was proposed to organize a career guidance seminar specifically for SC/ST/OBC students, focusing on government exams, higher studies, and job opportunities.
3. The committee decided to collaborate with faculty and alumni from reserved categories to conduct motivational talks and share their experience during academic and professional journeys.

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Date: 08-04-2025

ACTION TAKEN REPORT

VLITS/SC-ST-OBC/MoM/2024-25/2: dated: 21-01-2025

1. Department coordinators were instructed to actively involve SC/ST/OBC students in academic clubs and events. Personalized outreach was conducted to boost student confidence and participation.
2. A seminar was organized featuring experts on government exams, scholarships, and higher education options tailored for SC/ST/OBC students.
3. Lecturers were conducted by successful alumni and faculty members from reserved categories, who shared their experiences and inspired students to pursue their goals.

PRINCIPAL

Dr. K. Phaneendra Kumari
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