



## Koneru Lakshmaiah Education Foundation

(Category -1, Deemed to be University estd. u/s. 3 of the UGC Act, 1956)

Accredited by NAAC as 'A++' ♦ Approved by AICTE ♦ ISO 21001:2018 Certified

Campus: Green Fields, Vaddeswaram - 522 302, Guntur District, Andhra Pradesh, INDIA.

Phone No. +91 8645 - 350 200; www.klef.ac.in; www.klef.edu.in; www.kluniversity.in

Admin Off: 29-36-38, Museum Road, Governorpet, Vijayawada - 520 002. Ph: +91 - 866 - 3500122, 2576129

Ref: KLEF/RO/Student Affairs/EOC/2024-25

Date: 24.03.2025

### Orders of the Hon'ble Vice-Chancellor dt. 24.03.2025

#### CIRCULAR

Sub: Meeting with Equal Opportunity Cell (EOC) Members on 26.03.2025

Communication- Reg.

Ref: Letter received from Dr. K. Ruth Ramya, Associate Dean-Student Affairs and forwarded by Dr. K. R. S. Prasad, In-charge Dean (Student Affairs)

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This is to inform all faculty, staff & students of KLEF that Equal Opportunity Cell Committee (EOC) meeting is scheduled to be convened on 26.03.2025 from 02.00 PM to 03:00 PM in C106.

All the members of Equal Opportunity Cell Committee (EOC) listed below shall attend the meeting without fail.

#### **Agenda:**

1. Formation and roles of EOFC
2. Support mechanisms for disadvantaged students
3. Any other points for discussion with the permission of the Chair.

#### EQUAL OPPORTUNITY CELL

S. No	Name of the Faculty/Staff/ Student	Designation	Emp ID.	Dept.	Email Id & Phone Number	Position
1	Dr. K R S Prasad	I/C Dean	472	Student Affairs	krspasad_fed@kluniversity.in 9000090926	Chairman
2	Dr. Habibulla Khan	Professor	6362	ECE	habibulla@kluniversity.in	Member
3	Dr. K. Ruth Ramya	Associate Dean	1901	Student Affairs	ramya_cse@kluniversity.in	Liaison Officer
4	Dr. G. Pradeepini	Professor	3658	CSE-H	Pradeepini_cse@kluniversity.in	Member
5	Dr. K. Ramakrishna	Dean	6782	IQAC	drkrk@kluniversity.in	Member
6	Dr. Molathoti Salomi	Asst. Professor	8358	VEC	msalomi@kluniversity.in	Women Representative

7	Dr. B. Sekhar Babu	Joint Registrar	1553	CSE	sekharbabu@kluniversity.in	Member Secretary
8	K. Hansika	Student	2400033291	CSE I Year	2400033291@kluniversity.in 9392411624	Student Member
9	Nagulapalli Sai Ananth	Student	2300070011	ME II Year	2300070011@kluniversity.in 9550982978	Student Member
10	Gaurav Nilesh khivasara	Student	2200032772	CSE III Year	2200032772@kluniversity.in 9422175771	Student Member
11	P. Maanvitha	Student	2100010087	BT IV Year	2100010087@kluniversity.in 7780770051	Student Member
12	G Bindhu Sri	Student	2300530053	B. Pharmacy	2300530053@kluniversity.in	Student Member
13	N Harshitha Lakshmi	Student	2100620045	Agriculture	2100620045@kluniversity.in	Student Member
14	M Sethiya	Student	2301510329	MBA	2301510329@kluniversity.in	Student Member

  
**REGISTRAR**  
**REGISTRAR**  
**Koneru Lakshmaiah Education Foundation**  
**(Deemed to be University)**  
**Green Fields, VADESWARAM-522 302.**  
**Guntur District, Andhra Pradesh.**

Mail & Hard copy to: Hon'ble President, KLEF  
 Mail to: Hon'ble Vice-Presidents, KLEF  
 Mail & Hard copy to: Hon'ble Pro Chancellor  
 Mail & Hard copy to: Hon'ble Vice-Chancellor  
 Mail & Hard copy to: Pro Vice-Chancellors  
 Mail to: Chief Coordinating Officer-Dr.A. Jagadeesh  
 Mail to: Special Officer -Dr.A. Vani  
 Mail to: All Advisors / All Deans / All Principals / All Vice-Principals  
 Mail to: All Sr.Directors / All Directors / All Additional Deans / All Associate Deans / Deputy Deans / PR Head  
 Mail to: Controller of Examinations-Dr.A.S.C.S.Sastry  
 Mail to: Joint Registrar / Deputy Registrar / Sr.Manager (Alumni Relations) & AR-Sri A.Krishna Rao / AR-Dr.MVAL Narasimha Rao  
 Mail to: Advisor – NAAC & Hyderabad Operations - Prof. K.Koteswara Rao  
 Mail to: All HoDs / All Alternate HoDs / All Dy. HoDs  
 Mail to: KL H - Principal Off Campus Centre, Aziz Nagar Campus / KL H - Principal Off Campus Centre, Bowrampet, Director (Academics) KLEF,GBS,Kondapur-Dr.G. Radha Krishna  
 Mail to: KL H HoDs of Off-campus Centres-Aziz Nagar / Bowrampet / GBS Kondapur  
 Mail to: KL H Associate Deans of Off-campus Centres-Aziz Nagar / Bowrampet / GBS Kondapur -P&D / R&D / Academics / IQAC / F&SA / Skill Development / Student Progression & Training / Student Affairs / Student Welfare / Examinations  
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 Mail to: Sr.Manager (HR)-Campus..Dr. Kanimozhi / Sr.Manager (HR)-A.O...Mr.J. Sreekanth /Pay Bills Section-A.O.

Mail to: Webmaster-Mr.LV

Mail to: Chief Technical Officer (CTO)-Mr.A.Satya Kalyan

Mr. Raja Sekhar, Emp. No. 2482, Jr. Network Administrator (E-mail: rajasekhar\_syte@kluniversity.in)

Mail to: Professor In-charge, EduTech, Animation-Dr. M. Siva Kumar, Assoc. Professor, ECE

Mail to: GM-Purchases / GM-Construction..Mr.Bijit Mukherji / Manager–Campus Ambience & Beautification-Mr.T Shakthi Swaroop

Mail to: Professor In-charge, Technical Maintenance / Liberal Arts Club-Dr.R Subhakara Raju

Mail to: Physical Edn. /Library / Gen.Maintenance / Transport / Construction / Central Stores / Girls' Hostel/Boys' Hostel / Exam.Sec / Automation / SyTe / ET S&A Groyp / IQAC / VEC / CAES / ASAS /Intl Relations / Hobby Clubs / Help Desk / PIPS / Women's Forum / Elecl.Wing / Security / Canteen

Mail to: Dr. K.R.S Prasad, In-charge Dean (Student Affairs)

Dr. K. Ruh Ramya, Associate Dean-SA

Individuals concerned

All Faculty

All Students

Thanks & Regards



**Dr. K. Subba Rao**

**REGISTRAR**

**KONERU LAKSHMAIAH EDUCATION FOUNDATION**

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## OFFICE OF DEAN STUDENT AFFAIRS EQUAL OPPORTUNITY CELL (EOC)

### Minutes of the meeting Held at C 106 Room

Meeting No	1	Date	26.03.2025
Academic Year	2024-25	Time	02.00PM

#### Agenda:

1. Formation and roles of EOFC
2. Support mechanisms for disadvantaged students
3. Any other points for discussion with the permission of the Chair.

#### Members Present

S. No	Name of the Faculty/Staff/ Student	Designation	Dept.	Position	Signature
1	Dr. K R S Prasad	I/C Dean	Student Affairs	Chair person	
2	Dr. Habibulla Khan	Professor	ECE	Member	
3	Dr. K. Ruth Ramya	Associate Dean	Student Affairs	Liaison Officer	
4	Dr. G. Pradeepini	Professor	CSE-H	Member	
5	Dr. K. Ramakrishna	Dean	IQAC	Member	
6	Dr. B. Sekhar Babu	Joint Registrar	CSE	Member Secretary	
7	K. Hansika	Student	CSE I Year	Student Member	
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11	G Bindhu Sri	Student	B. Pharmacy	Student Member	
12	N Harshitha Lakshmi	Student	Agriculture	Student Member	
13	M Sethiya	Student	MBA	Student Member	



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## OFFICE OF DEAN STUDENT AFFAIRS

### EQUAL OPPORTUNITY CELL (EOC)

### Minutes of the meeting Held at C 106 Room

Meeting No	1	Date	26.03.2025
Academic Year	2024-25	Time	02.00PM

### Agenda

- Formation and roles of EOFC
- Support mechanisms for disadvantaged students

### Discussion

The Chairperson explained the objectives of the Equal Opportunity Facilitation Cell to ensure equal access to education for students belonging to SC/ST/OBC, minorities, and differently-abled categories. Members discussed mentoring programs and academic support initiatives.

### Resolution

- The committee decided to conduct orientation programs on equal opportunity and student rights.
- A mentoring system will be introduced for students requiring academic support.

*KRSP008ed*  
(Dr K R S Prasad)

Dean (SA)  
Dean (SA) Affairs,  
Koneru Lakshmaiah Education Foundation  
(Deemed to be University)  
Green Fields, VADDESARAM-522502,  
Guntur Dist, Andhra Pradesh.



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Ref: KLEF/RO/Student Affairs/EOC/2024-25

Date: 05.05.2025

## Orders of the Hon'ble Vice-Chancellor dt. 05.05.2025

### CIRCULAR

Sub: Meeting with Equal Opportunity Cell (EOC) Members on 07.05.2025  
Communication- Reg.

Ref: Letter received from Dr. K. Ruth Ramya, Associate Dean-Student Affairs and  
forwarded by Dr. K. R. S. Prasad, In-charge Dean (Student Affairs)

\*\*\*

This is to inform all faculty, staff & students of KLEF that Equal Opportunity Cell Committee (EOC) meeting is scheduled to be convened on 07.05.2025 from 02.00 PM to 03:00 PM in C106.

All the members of Equal Opportunity Cell Committee (EOC) listed below shall attend the meeting without fail.

#### **Agenda:**

1. Review grievances (if any)
2. Student welfare measures
3. Any other points for discussion with the permission of the Chair.

### EQUAL OPPORTUNITY CELL

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REGISTRAR

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Mail & Hard copy to: Hon'ble Vice-Chancellor

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Mail to: Special Officer -Dr.A. Vani

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Mail to: Professor In-charge, EduTech, Animation-Dr. M. Siva Kumar, Assoc. Professor, ECE

Mail to: GM-Purchases / GM-Construction..Mr.Bijit Mukherji / Manager-Campus Ambience & Beautification-Mr.T Shakthi Swaroop

Mail to: Professor In-charge, Technical Maintenance / Liberal Arts Club-Dr.R Subhakara Raju

Mail to: Physical Edn. /Library / Gen.Maintenance / Transport / Construction / Central Stores / Girls' Hostel/Boys' Hostel / Exam.Sec / Automation / SyTe / ET S&A Groyp / IQAC / VEC / CAES / ASAS /Intl Relations / Hobby Clubs / Help Desk / PIPS / Women's Forum / Elecl.Wing / Security / Canteen

Mail to: Dr. K.R.S Prasad, In-charge Dean (Student Affairs)

Dr. K. Ruh Ramya, Associate Dean-SA

Individuals concerned

All Faculty

All Students

Thanks & Regards



**Dr. K. Subba Rao**

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## OFFICE OF DEAN STUDENT AFFAIRS EQUAL OPPORTUNITY CELL (EOC)

### Minutes of the meeting Held at C 106 Room

Meeting No	2	Date	07.05.25
Academic Year	2024-25	Time	02.00PM

#### Agenda:

1. Review grievances (if any)
2. Student welfare measures
3. Any other points for discussion with the permission of the Chair.

#### Members Present

S. No	Name of the Faculty/Staff/ Student	Designation	Dept.	Position	Signature
1	Dr. K R S Prasad	I/C Dean	Student Affairs	Chair person	
2	Dr. Habibulla Khan	Professor	ECE	Member	
3	Dr. K. Ruth Ramya	Associate Dean	Student Affairs	Liaison Officer	
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## OFFICE OF DEAN STUDENT AFFAIRS

### EQUAL OPPORTUNITY CELL (EOC)

### Minutes of the meeting Held at C 106 Room

Meeting No	2	Date	07.05.2025
Academic Year	2024-25	Time	02.00PM

### Agenda

- Review grievances (if any)
- Student welfare measures

### Discussion

The committee reviewed grievances received from students. Members emphasized maintaining confidentiality and fairness in resolving issues. Suggestions were made to strengthen counseling support.

### Resolution

- Counseling sessions will be arranged for students facing academic or social challenges.
- EOFC contact details will be circulated among students.

*KRSPressed*  
(Dr K R S Prasad)

Dean(SA)  
Dean (Student Affairs,  
Koneru Lakshmaiah Education Foundation  
(Deemed to be University)  
Green Fields, VADDESARAM-522502,  
Guntur Dist, Andhra Pradesh.