



# 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/Minority/2024-25

Date: 15.07.2024

## Orders of the Hon'ble Vice-Chancellor dt. 15.07.2024

### CIRCULAR

Sub: Meeting with Minority Committee Members on 17.07.2024 - Reg.

Ref: Letter dated 15.07.2024 from Dr.Ch.Hanumantha Rao, Chairman –Minority Committee.

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This is to inform that Minority Committee meeting is scheduled to be convened on 17.07.2024 from 2.00 P.M to 3:00 P.M. The meeting will be conducted in Rose Hall room. All the members of Minority Committee listed below shall attend the meeting without fail.

#### **Agenda:**

1. Awareness about addressing discrimination or harassment faced by minority students and ensuring a safe and inclusive campus environment.
2. Discussion on about scholarships provided by government to students.
3. Any other points for discussion with the permission of the Chair.

### MINORITY COMMITTEE

S. No	Name of the Faculty/Staff/ Student	Designation	Emp. ID	Dept.	Email Id & Phone Number	Position
1	Dr. Ch Hanumantha Rao	Professor & Dean (Student Affairs)	2004	Civil	hrao_ce@kluniversity.in	Chairman
2	Dr. D. Prasanna Kumar	Assistant Professor	6870	BBA	prasannakumar1900@kluniversity.in,9441321609	Convener
3	Dr. K. Ruth Ramya	Associate Professor & Associate Dean (Student Affairs)	1901	CSE	ramya_cse@kluniversity.in 9440307606	Co-Convener
4	Dr. V. Bala Mohan Das	Former VC ,Acharya Nagarjuna University			vbmdas@rediffmail.com 9848010187	Ombuds person

5	Dr. Habibulla Khan	Professor	6362	ECE	habibulla@kluniversity.in 9866027210	Nodal Officer
6	Dr. Sk. Razia	Associate Professor	1229	BES-1	skrazia@kluniversity.in 9440521497	Member
7	Nannepaga Swapna	Lab Technician	7393	Agriculture	nannepagaswapna@kluniversity.in 9966068092	Member
8	Ms. Moutushi Thakur	Assistant Professor	6769	Law	moutushithakur@kluniversity.in 8420150300	Member
9	Ms. Shaik Sanjeera	Professor	8300	CSA	shaiksanjeera@kluniversity.in 7893750475	Member
10	Dr. Mobben Shaik	Assistant Professor	7922	Pharmacy	mobeenshaik@kluniversity.in 7893154858	Member
11	Mr. Shaik Sami Ur Rehman	Professor	4474	Architecture	samiurrehman@kluniversity.in 9393772797	Member
12	Gaurav Nilesh khivasara	Student	22000 32772	CSE II Year	2200032772@kluniversity.in 9422175771	Student Member
13	F. Prathyaksh Bhushanam	Student	21000 10091	BT III Year	2100010091@kluniversity.in 9866721777	Student Member
14	Shaik Lukman	Student	23000 40084	ECE I Year	2300040084@kluniversity.in 9908954034	Student Member
15	Manam Ganesh Subbu Singh	Student	23000 31404	CSE I Year	2300031404@kluniversity.in 8341279956	Student Member

Mail & Hard copy to: Hon'ble President, KLEF  
 Mail to: Hon'ble Vice-Presidents, KLEF  
 Mail & Hard copy to: Hon'ble Chancellor  
 Mail & Hard copy to: Hon'ble Pro Chancellor  
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 Mail & Hard copy to: Pro Vice-Chancellors  
 Mail & Hard copy to: Chief Coordinating Officer-Dr.A. Jagadeesh

Mail to: Special Officer -Dr.A. Vani  
 Mail to: Advisor – NAAC & Hyderabad Operations - Prof. K.Koteswara Rao  
 Mail to: All Advisors / All Deans / All Principals / All Vice-Principals / Sr.Director / All Directors /  
 Additional Deans /  
 All Associate Deans / Deputy Deans / PR Head  
 Mail to: Controller of Examinations-Dr.A.S.C.S.Sastry

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

Mail to: DR-I / DR-II / Sr.Manager (Alumni Relations) & AR-Sri A.Krishna Rao / AR-Dr.MVAL Narasimha Rao

Mail to: Member in VC's Peshi – Sri A V Praveen Krishna / Sri Ratna Kanth Nelapati

Mail to: Member in Pro VC (Administration)'s Peshi–Ms.M.Vasuja Devi, ECE/Ms. Sabbineni Poojitha,MBA/Mr. M. Chandan, CSE

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HoDs.. ENG / BES-I / BES-II / Design Thinking & Innovation / VEC

HoDs.. Architecture / Law / Pharmacy/Agriculture / Arts / BBA / Commerce / Fine Arts / Food Technology/Hotel Management / MBA / Foreign Languages

HoDs..Communication Skills / Soft Skills & Head of Division...Quant & Reasoning

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

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

Mail to: GM, Campus.. Col.P.J. Lawrence (Retd.)/GM-Construction..Mr.Bijit Mukherji /

Manager–Campus Ambience & Beautification-Mr.T Shakthi Swaroop

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Mail to: Webmaster-Mr.LV

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

Mail to: All Faculty

Mail to: All Students

Thanks & Regards



**Dr. K. Subba Rao**  
REGISTRAR

**KONERU LAKSHMAIAH EDUCATION FOUNDATION**  
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## OFFICE OF DEAN STUDENT AFFAIRS

### MINORITY COMMITTEE

#### MINUTES OF THE MEETING HELD AT ROSE HALL

Meeting No.	1	Date	17.07.2024
Academic Year	2024-25	Time	2.00 P.M

#### Members:

S. No	Name of the Faculty/Staff/ Student	Designation	Dept.	Position	Signature
1	Dr. Ch Hanumantha Rao	Professor & Dean (Student Affairs)	Civil	Chairman	
2	Dr. V. Bala Mohan Das	Former VC Acharya Nagarjuna University		Ombuds person	
3	Dr. D. Prasanna Kumar	Assistant Professor	BBA	Convener	
4	Dr. K. Ruth Ramya	Associate Professor & Associate Dean (Student Affairs)	CSE	Co-Convener	
5	Dr. Habibulla Khan	Professor	ECE	Nodal Officer	
6	Dr. Sk. Razia	Associate Professor	BES-1	Member	
7	Nannepaga Swapna	Lab Technician	Agriculture	Member	
8	Ms. Moutushi Thakur	Assistant Professor	Law	Member	
9	Ms. Shaik Sanjeera	Professor	CSA	Member	

10	Dr. Mobben Shaik	Assistant Professor	Pharmacy	Member	<i>Mobben Shaik</i>
11	Mr. Shaik Sami Ur Rehman	Professor	Architecture	Member	<i>S. Sami Ur Rehman</i>
12	Gaurav Nilesh khivasara	Student	2200032772 CSE II Year	Student Member	<i>Gaurav Nilesh</i>
13	P. Prathyaksh Bhushanam	Student	2100010091 BT III Year	Student Member	<i>Prathyaksh</i>
14	Shaik Lukman	Student	2300040084 ECE I Year	Student Member	<i>Shaik Lukman</i>
15	Manam Ganesh Subbu Singh	Student	2300031404 CSE I Year	Student Member	<i>Manam Ganesh Subbu Singh</i>

Dr. Ch. Hanumantha Rao, Chairman, Minority Cell welcomed all the committee members for the meeting.

**Action taken report of the decisions taken in the last meeting held on is not applicable as it is the first Meeting conducted in this Academic Year:**

It is confirmed by registrar office that Government/UGC policies in admission process are being strictly implemented.

Dr. Ch. Hanumantha Rao, Chairman, Minority Cell explained about the purpose and expectations of this committee. He explained the following points for the benefit of members.

1. Addressing any discrimination or harassment faced by Minority students and ensuring a safe and inclusive campus environment.
2. Facilitating access to scholarships and financial aid for selected backward groups of students from Minority communities (Muslim, Christian, Sikh, Buddhist, Parsee and Jain Communities). OBC among Muslim minorities and SC/ST students from Christian community are being provided fee concession as per K L E F scholarship policy.

**Discussion on Agenda Items:**

**Agenda item-1: Schemes and scholarships provided by the government for Minority Students.**

Dr. Ch. Hanumantha Rao, Chairman Minority Cell briefed the members about some schemes and scholarships provided by the government for Minority Students and asked the members to help the needy Minority students in the process of applying and obtaining such scholarships from organizations such as Indian railways, Ex-servicemen, etc. In this connection the faculty counselors are requested to provide necessary guidance and support to the needy students among his/her counseling students.

**Agenda Item-2: Grievances/Discrimination reported by the students**

Nil

**Agenda item-3: Any other item, with the permission of the Chair**

There are no other items for discussion.

The meeting was concluded with the Chairman, Minority Cell thanking the members for their cooperation.

**Dean (Student Affairs)**  
**Dr. Ch. Hanumantha Rao**  
Dean (Student Affairs)  
Koneru Lakshmaiah Education Foundation  
(Deemed to be University)  
Green Fields, VADDESWARAM-522502,  
Guntur Dist, Andhra Pradesh.

**REGISTRAR**  
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Green Fields, VADDESWARAM-522 302.  
Guntur District, Andhra Pradesh.



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## OFFICE OF DEAN STUDENT AFFAIRS

### MINORITY COMMITTEE

#### MINUTES OF THE MEETING HELD AT Room No C 106

Meeting No.	2	Date	28.03.25
Academic Year	2024-25	Time	11.30AM

**In chair:** Dr K R S Prasad -Dean (SA), Chairman- Minority Committee

#### Agenda:

1. Discussion on the action plan for next 3 months.
2. Redressal of Grievances if any
3. Any other related matter

#### **Members Present:**

S. No	Name of the Faculty/Staff/ Student	Designation	Dept.	Position	Signature
1	Dr K R S Prasad	Professor & I/C Dean (Student Affairs)	Chemistry	Chairman	
2	Dr. V. Bala Mohan Das	Former VC Acharya Nagarjuna University		Ombuds person	—
3	Dr. D. Prasanna Kumar	Assistant Professor	BBA	Convener	
4	Dr. K. Ruth Ramya	Associate Professor & Associate Dean (Student Affairs)	CSE	Co-Convener	
5	Dr. Habibulla Khan	Professor	ECE	Nodal Officer	
6	Ms. Buradagunta Swathi Sri	Assistant Professor	CSIT	Member	B. Swathi Sri
7	Dr. Sk. Razia	Associate Professor	BES-1	Member	
8	Nannepaga Swapna	Lab Technician	Agriculture	Member	N. Swapna

9	Ms. Moutushi Thakur	Assistant Professor	Law	Member	AB-
10	Ms. Shaik Sanjeera	Professor	CSA	Member	Shw 28/3/25
11	Dr. Mobben Shaik	Assistant Professor	Pharmacy	Member	Sr. Nabeel 28/3/2025
12	Mr. Shaik Sami Ur Rehman	Professor	Architecture	Member	S. Sami
13	Gaurav Nilesh khivasara	Student	2200032772 CSE II Year	Student Member	Gaurav Nilesh
14	P. Prathyaksh Bhushanam	Student	2100010091 BT III Year	Student Member	Prathyaksh
15	Jayesh Jain	Student	2400031050 ECE I Year	Student Member	Jayesh
16	Veronika Singh Deo	Student	2240031426 CSE I Year	Student Member	Veronika



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### OFFICE OF DEAN STUDENT AFFAIRS MINORITY COMMITTEE MINUTES OF THE MEETING HELD AT ROOM NO. C106

Meeting No.	2	Date	28-03-2025
Academic Year	2024-2025	Time	11.30 A.M

#### Agenda item-1: Discussion on Action Plan for the next three months.

The committee discussed and outlined a three-month action plan focusing on awareness programs, complaint redressal mechanisms, and sensitization sessions for Minority Students.

#### Agenda item-2: Redressal of grievances on Minority Committee (if any).

There are no grievances received pertaining to Minority Committee.

#### Agenda Item-3: Any other item, with the permission of the Chair

There are no other items for discussion.

The meeting was concluded with the Convener thanking the members for their cooperation.

**REGISTRAR**  
Koneru Lakshmaiah Education Foundation  
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Green Fields, VADESARAM-522 302.  
Guntur District, Andhra Pradesh.

(Dr. K. R. S. Prasad)

Dean (SA) Affairs  
Koneru Lakshmaiah Education Foundation  
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Green Fields, VADESARAM-522502,  
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Ref: KLEF/RO/SA/ICC/Meeting/2024-25

Date: 28-04-2025

Orders of the Hon'ble Vice-Chancellor dt. 28-04-2025

## CIRCULAR

Sub: Meeting with Minority Committee members on 30-04-2025 – Communication – Reg.

Ref: Letter received from Dr. K. Ruth Ramya, Assoc. 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 Minority Committee meeting is scheduled to be convened on 30.04.2025 from 11.00 A.M to 11:30 A.M in C106. All the members of Minority Committee listed below shall attend the meeting without fail.

### Agenda:

1. Discussion on Action plan for the next three months
2. Grievances on Minority discrimination (if any)
3. Any other issues.

### MINORITY COMMITTEE

Sl. No.	Name of the Faculty/Staff/Student	Designation	Emp. ID	Dept.	Email Id & Phone Number	Position
1	Dr. K.R.S. Prasad	Professor & J/C Dean (Student Affairs)	472	Chemistry	krsprasad_fed@kluniversity.in 9000090926	Chairperson
2	Dr. D. Prasanna Kumar	Assistant Professor	6870	BBA	prasannakumar1900@kluniversity.in 9441321609	Convener
3	Dr. K. Ruth Ramya	Associate Professor & Associate Dean (Student Affairs)	1901	CSE	ramya_cse@kluniversity.in 9440307606	Co-Convener
4	Dr. V. Bala Mohan Das	Former VC Acharya Nagarjuna University			vbmdas@rediffmail.com 9848010187	Ombudsperson
5	Dr. Habibulla Khan	Professor	6362	ECE	habibulla@kluniversity.in 9866027210	Nodal Officer
6	Ms. Buradagunta Swathi Sri	Assistant Professor	8892	CSIT	swathisriburadagunta@kluniversity.in 9704774277	Member
7	Dr. Sk. Razia	Associate Professor	1229	BES-1	skrazia@kluniversity.in 9440521497	Member

8	Ms. Nannepaga Swapna	Lab Technician	7393	Agriculture	nannepagaswapna@kluniversity.in 9966068092	Member
9	Ms. Moutushi Thakur	Assistant Professor	6769	Law	moutushithakur@kluniversity.in 8420150300	Member
10	Ms. Shaik Sanjeera	Professor	8300	CSA	shaiksanjeera@kluniversity.in 7893750475	Member
11	Dr. Mobben Shaik	Assistant Professor	7922	Pharmacy	mobeenshaik@kluniversity.in 7893154858	Member
12	Mr. Shaik Sami Ur Rehman	Professor	4474	Architecture	samiurrehman@kluniversity.in 9393772797	Member
13	Gaurav Nilesh khivasara	Student	2200032772	CSE III Year	2200032772@kluniversity.in 9422175771	Student Member
14	P. Prathyaksh Bhushanram	Student	2100010091	BT IV Year	2100010091@kluniversity.in 9866721777	Student Member
15	Jayesh Jain	Student	2400031050	ECE I Year	2400031050@kluniversity.in 9030561569	Student Member
16	Veronika Singh Deo	Student	2400031426	CSE I Year	2400031426@kluniversity.in 7997663535	Student Member

The HoDs / Functionaries / In-charges of Offices are requested to ensure that this information is brought to the notice of all the Faculty members / Non-Teaching Staff / Students of their respective departments.

  
REGISTRAR  
**Dr. K. SUBBARAO**  
REGISTRAR

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  
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Boys' Hostel / Exam.Sec / Automation / SyTe / ET S&A Groyp / IQAC / VEC / CAES / ASAS /  
Int'l Relations / Hobby Clubs / Help Desk / PIPS / Women's Forum / Elec.Wing / Security / Canteen  
Mail to: In-charge Dean (Student Affairs)-Dr.K.R.S.Prasad  
Dr.K. Rut Ramya, Assoc. Dean (Student Affairs)  
All Faculty members  
All Students

ERP  
E-mail sent  
8/8/25  
29/9/25



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Date: 30.04.2025

## OFFICE OF DEAN STUDENT AFFAIRS

### MINORITY COMMITTEE

#### MINUTES OF THE MEETING HELD AT Room No C 106

Meeting No.	3	Date	30.04.25
Academic Year	2024-25	Time	11.00AM

**In chair:** Dr K R S Prasad -Dean (SA), Chairman- Minority Committee

#### Agenda:

1. Discussion on Action plan for the next three months
2. Grievances on Minority discrimination (if any)
3. Any other issues.

### MINORITY COMMITTEE

S. No	Name of the Faculty/Staff/ Student	Designation	Emp. ID	Dept.	Position	Signature
1	Dr. K R S Prasad	Professor & I/C Dean (Student Affairs)	472	Chemistry	Chairperson	
2	Dr. D. Prasanna Kumar	Assistant Professor	6870	BBA	Convener	
3	Dr. K. Ruth Ramya	Associate Professor & Associate Dean (Student Affairs)	1901	CSE	Co-Convener	
4	Dr. V. Bala Mohan Das	Former VC Acharya Nagarjuna University			Ombudsperson	-
5	Dr. Habibulla Khan	Professor	6362	ECE	Nodal Officer	
6	Ms. Buradagunta Swathi Sri	Assistant Professor	8892	CSIT	Member	
7	Dr. Sk. Razia	Associate Professor	1229	BES-1	Member	
8	Ms. Nannepaga Swapna	Lab Technician	7393	Agriculture	Member	
9	Ms. Moutushi Thakur	Assistant Professor	6769	Law	Member	

10	Ms. Shaik Sanjeera	Professor	8300	CSA	Member	<i>Shaw 30/4/25</i>
11	Dr. Mobeen Shaik	Assistant Professor	7922	Pharmacy	Member	<i>Dr. Mobeen</i>
12	Mr. Shaik Sami Ur Rehman	Professor	4474	Architecture	Member	<i>SSR Kh</i>
13	Gaurav Nilesh khivasara	Student	2200032772	CSE III Year	Student Member	<i>Nilesh Khivasara</i>
14	P. Prathyaksh Bhushanam	Student	2100010091	BT IV Year	Student Member	<i>Prathyaksh</i>
15	Jayesh Jain	Student	2400031050	ECE I Year	Student Member	<i>Jayesh</i>
16	Veronika Singh Deo	Student	2400031426	CSE I Year	Student Member	<i>Veronika</i>



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### OFFICE OF DEAN STUDENT AFFAIRS MINORITY COMMITTEE MINUTES OF THE MEETING HELD AT ROOM NO. C106

Meeting No.	3	Date	30-04-2025
Academic Year	2024-2025	Time	11:00 A.M

**Agenda item-1: Discussion on raising awareness among Minority students about available scholarship opportunities.**

The committee discussed strategies to enhance awareness among Minority students regarding available scholarship opportunities.

**Agenda item-2: Redressal of grievances on Minority Committee (if any).**

There are no grievances received pertaining to Minority Committee.

**Agenda Item-3: Any other item, with the permission of the Chair**

There are no other items for discussion.

The meeting was concluded with the Convener thanking the members for their cooperation.

**REGISTRAR**  
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(Deemed to be University)  
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(Dr. K. R. S. Prasad)

**Dean (SA)**  
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