



## 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 /OBC/2019-20

Dt19.8.2019

### Orders of the Hon'ble Vice-Chancellor dt.19.8.2019

#### CIRCULAR

**Sub:** Meeting with OBC Members on 21.8.2019– Reg.

**Ref:** Letter dated 19-8-2019 from Committee Dr. Habibullah Khan Dean (Student Affairs).

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This is to inform that OBC Committee meeting is scheduled to be convened on 21-8-2019 at 4.00 P.M. The meeting will be conducted in room no C 106. All the members of OBC Cell listed below shall attend the meeting without fail.

#### Agenda:

1. Meeting frequency of OBC Cell for the Academic Year 2019-20.
2. Discussion about career opportunities to OBC students.
3. Any other relevant matters

S.No.	Name of the Member	Department	Nominated as
1	Dr. Habibullah Khan	Professor of ECE & Dean (Student Affairs)	Chairman
2	Dr. K R S Prasad	Professor of Chemistry	Convener
3	Dr. Pothuraju Raja Rajeswari	Professor, Computer Science and Engineering	Member
5	Dr. N. Vedavathi	Assoc. Professor Biotechnology	Member
6	Dr. D. Rajeswara Rao	Professor, Computer Science and Engineering	Member
7	Dr. A Aravindan	Professor, Civil Engineering	Member
8	Dr. B. V. Appa Rao	Professor, Mathematics	Member
9	Dr. Dokku Bhavana	Assoc. Professor, Electronics And Communication Engineering	Member
10	Dr. Mahaveer Singh	Assoc. Professor, Law	Member
11	Jinka Shri Shri Keerthi	180520006, 3 <sup>rd</sup> Year, B Com H	Student Member
12	Mulagundla Tejaswi	190031095, 2 <sup>nd</sup> Year, CSE	Student Member
13	R Srujana	2000020074, 1 <sup>st</sup> Year, CE	Student Member
14	Vaddi Nikhil	190050071, 2 <sup>nd</sup> , ECM	Student Member

The HoDs are requested to ensure that this information is brought to the notice of the Faculty members concerned of their respective departments and ensure their participation in the above meeting.



*Pellanti*  
**REGISTRAR**  
**REGISTRAR**

Koneru Lakshmaiah Education Foundation  
(Deemed to be University)  
Green Fields, VADDESARAM-522 502  
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: Hon'ble Pro Vice Chancellor (Administration)

Mail to: Chief Coordinating Officer-Dr.A. Jagadeesh

Mail to: Advisor – NAAC & Hyderabad Operations - Prof. K.Koteswara Rao

Mail to: All Advisors / All Deans / All Principals / All Directors

Mail to: Controller of Examinations-Dr.A.S.C.S.Sastry

Mail to: Principal-Engg.College /HoD-Business School

Mail to: Vice-Principal-Coll. of Science & Humanities & Coordinator-FED.Dr.VKR

Mail & Hard copy to: HoDs.. AI&DS / BT / CE / CSE / Comp.Engg. / CS&IT / ECE / EEE /  
ECM / ME

HoDs..Maths / PHY / CHEM / ENG / BES-I / BES-II

HoDs..MBA / BBA / COM / HM / CSS / CA&MS / Law / Architecture /

Pharmacy / CSA / Arts

Mail & Hard copy to: Head of Division..Communication Skills / Soft Skills / Quant & Reasoning

Mail to: All Dy. HoDs / All Alt. HODs

Mail to: KL H HoDs..CSE / AI&DS / ECE / Coordinator-FED

Mail & Hard copy to: Dr. Habibullah Khan, Dean (Student Affairs)

**Mail to: Individuals concerned**

Thanks & Regards



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## OFFICE OF DEAN STUDENT AFFAIRS

### OBC COMMITTEE

#### MINUTES OF THE MEETING HELD AT ROOM NO. C106

Meeting No:	1	Date	21.8.2019
Academic Year	2019-20	Time	4.00 P.M

Chairman of OBC Committee, Committee Dr. Habibullah Khan welcomed all the members for the meeting. He explained the objectives of OBC cell in front of all the members.

#### Members Present:

S.No.	Name of the Member	Department	Nominated as	Signature
1	Dr. Habibullah Khan	Professor of ECE & Dean (Student Affairs)	Chairman	
2	Dr. K R S Prasad	Professor of Chemistry	Convener	
3	Dr. Pothuraju Raja Rajeswari	Professor, Computer Science and Engineering	Member	
5	Dr. N. Vedavathi	Assoc. Professor Biotechnology	Member	
6	Dr. D. Rajeswara Rao	Professor, Computer Science and Engineering	Member	
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8	Dr. B. V. Appa Rao	Professor, Mathematics	Member	
9	Dr. Dokku Bhavana	Assoc. Professor, Electronics And Communication Engineering	Member	
10	Dr. Mahaveer Singh	Assoc. Professor, Law	Member	
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13	R Srujana	2000020074, 1 <sup>st</sup> Year, CE	Student Member	
14	Vaddi Nikhil	190050071, 2 <sup>nd</sup> , ECM	Student Member	

Members Absent : Nil

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

**Discussion on Agenda Items:**

**Agenda 1: Frequency of meeting of OBC Committee for the Academic Year.**

It was resolved to held OBC committee meetings twice a year in accordance with the policy and to provide an explanation of how the OBC committee policy operates. OBC students can directly approach any committee member, file a grievance online, or bring up the issue in person at committee sessions.

**Agenda Item-2: Discussion about career opportunities to OBC students.**

Awareness session have to be conducted regarding career opportunities that are available for OBC students.

**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, OBC Cell thanking the members for their cooperation.

  
Chairman – OBC Committee  
(Dr Habibullah Khan)  
Dean (Student Affairs),  
Koneru Lakshmaiah Education Foundation  
(Deemed to be University)  
Green Fields, VADDESWARAM-522502,  
Guntur Dist, Andhra Pradesh.

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



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Ref: KLEF/RO/STUDENT AFFAIRS/OBC/2019-20

Dt 3.3.2020

### Orders of the Hon'ble Vice-Chancellor dt.3.3.2020

#### CIRCULAR

**Sub:** Meeting with OBC Members on 6-3-2020– Reg.

**Ref:** Letter dated 3-3-2020 from Dr. Habibullah Khan, Dean (Student Affairs).

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This is to inform that OBC Committee meeting is scheduled to be convened on 6-3-2020 at 4.00 P.M. The meeting will be conducted in room no C 106. All the members of OBC Cell listed below shall attend the meeting without fail.

#### Agenda:

1. Scholarships provided to KLEF for OBC students.
2. Any other relevant item.

The following members must attend the meeting.

S.No.	Name of the Member	Department	Nominated as
1	Dr. Habibullah Khan	Professor of ECE & Dean (Student Affairs)	Chairman
2	Dr. K R S Prasad	Professor of Chemistry	Convener
3	Dr. Pothuraju Raja Rajeswari	Professor, Computer Science and Engineering	Member
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14	Vaddi Nikhil	190050071, 2 <sup>nd</sup> , ECM	Student Member

The HoDs are requested to ensure that this information is brought to the notice of the Faculty & student members concerned of their respective departments and ensure their participation in the above meeting.



**REGISTRAR**

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**Koneru Lakshmaiah Education Foundation**  
(Deemed to be University)  
Green Fields, VADDESARAM-522 502.  
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: Hon'ble Pro Vice Chancellor (Administration)

Mail to: Chief Coordinating Officer-Dr.A. Jagadeesh

Mail to: Advisor – NAAC & Hyderabad Operations - Prof. K.Koteswara Rao

Mail to: All Advisors / All Deans / All Principals / All Directors

Mail to: Controller of Examinations-Dr.A.S.C.S.Sastry

Mail to: Principal-Engg.College /HoD-Business School

Mail to: Vice-Principal-Coll. of Science & Humanities & Coordinator-FED.Dr.VKR

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HoDs..MBA / BBA / COM / HM / CSS / CA&MS / Law / Architecture /

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Mail to: KL H HoDs..CSE / AI&DS / ECE / Coordinator-FED

Mail & Hard copy to: Dr. Habibullah Khan, Dean (Student Affairs)

**Mail to: Individuals concerned**

Thanks & Regards



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### OFFICE OF DEAN STUDENT AFFAIRS

#### OBC CELL

#### MINUTES OF THE MEETING HELD AT ROOM NO. C106

Meeting No:	2	Date	6.3.2020
Academic Year	2019-20	Time	4.00 P.M

Chairman of OBC Committee, Dr. Habibullah Khan welcomed all the members for the meeting. He explained the objectives of OBC cell in front of all the members.

#### Members Present:

S.No.	Name of the Member	Department	Nominated as	Signature
1	Dr. Habibullah Khan	Professor of ECE& Dean (Student Affairs)	Chairman	
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**Members Absent :** Nil

#### Action taken report for the last meeting:

An orientation session for OBC students have been conducted to provide the awareness of career opportunities. Committee finalized that meetings have to be conducted twice in year.

**Discussion on Agenda Items:**

**Agenda 1: Scholarships provided to KLEF for OBC students.**

As per the scholarship policy, KLEF provided scholarship to 1379 OBC students and the amount is Rs. 6895000/- as on rolls during the current academic year and KLEF had provided this fee concession to all of them.

**Agenda Item-2: Any other item, with the permission of the Chair**

There are no other items for discussion.

The meeting was concluded with the Chairman, OBC Committee thanking the members for their cooperation.

  
**Chairman – OBC Committee**  
**(Dr Habibullah Khan)**  
Dean (Student Affairs)  
Koneru Lakshmaiah Education Foundation  
(Deemed to be University)  
GreenFields, VADESWAREM-522502,  
Guntur Dist, Andhra Pradesh.

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