



## 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 21001:2010 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, Govenorpet, Vijayawada - 520 002. Ph: +91 - 866 - 3500122, 2576129

Ref: KLEF/RO/STUDENT AFFAIRS/SC&ST/2018-19

Date: 14-08-2018

### Orders of the Hon'ble Vice-Chancellor dt. 14-08-2018

#### CIRCULAR

**Sub:** Meeting with SC/ST Committee on 17-08-2018 – Reg.

**Ref:** Letter dated 14-08-2018 from Dr. Habibulla Khan, Chairperson, SC/ST Committee.

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This is to inform that the Scheduled Castes/Scheduled Tribes Committee (SC/ST) meeting is scheduled to be convened on **17-08-2018 from 3.30 P.M to 4.00 P.M.** The meeting will be conducted in **Rose Hall.**

#### Agenda:

1. First Meeting of SC/ST Committee for the Academic Year 2022-2023.
2. Describing the functioning of SC/ST committee to the committee members.
3. Conversation regarding the scholarships offered by the government to students belonging to the SC/ST category.
4. Grievances/Discrimination reported by the students
- 5. Any other item, with the permission of the Chair

The following members must attend the meeting

S.No.	Name of the Member	Designation	Dept.	Nominated as
1	Dr. Habibulla Khan	Professor & Dean (Student Affairs)	ECE	Chairman
2	Dr. B. Vijay Babu	Professor	CSE	Convener
3	Dr.K. Kumar Naik	Professor	ECE	Member
4	Dr.B. Polaiah	Professor	ECE	Member
5	Dr G. Vijay Kumar	Associate Professor	ECM	Member
6	Mrs. D. Nagamallewari	Asst. Professor	CSE	Member
7	Dr. B. Jyothi	Asst. Professor	EEE	Member
8	MS.Theressa T	Asst. Professor	MECH	Member

9	Ms. N. Sri Lakshmi	Asst Professor	Pharmacy	Member
10	Dr. M. Raja Ambethkar	Associate Professor	English	Member
11	Mr S. Raja Sekhar	Assistant Professor	EEE	Member
12	Mr. K. Kishore Babu	Office Assistant	MBA	Member
13	M. Nikhila Sai	Student, 170160020	B Arch	Student Member
14	Chadalavada Sahithi	Student, 170040128	ECE	Student Member
15	Nadipudi Hethu Sri	Student, 180031430	CSE	Student Member
16	V Anjali Priya	Student, 182510115	MBA	Student Member
17	Byram Preethi	Student, 160180044	Pharmacy	Student Member

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

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 / IIM / CSS / CA&MS / Law / Architecture /

Pharmacy / CSA / Arts

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



*T. uan*  
**REGISTRAR**  
**REGISTRAR**  
 Koneru Lakshmaiah Education Foundation  
 (Deemed to be University)  
 Green Fields, VADDESARAM-522 502.  
 Guntur District, Andhra Pradesh

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



## Koneru Lakshmaiah Education Foundation

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### OFFICE OF DEAN STUDENT AFFAIRS

#### Scheduled Castes/Scheduled Tribes Committee(SC/ST)

#### MINUTES OF THE MEETING HELD AT ROOM NO. ROSE HALL

Meeting No.	1	Date	17.08.2018
Academic Year	2018-19	Time	03.30 PM

#### Members Present:

S.No.	Name of the Member	Designation	Dept	Nominated as	Signature
1	Dr. Habibulla Khan	Professor & Dean (Student Affairs)	ECE	Chairman	<i>Ch.</i>
2	Dr. B. Vijay Babu	Professor	CSE	Convenor	<i>B. Vijay Babu</i>
3	Dr.K. Kumar Naik	Professor	ECE	Member	<i>K. Naik</i>
4	Dr.B. Polaiah	Professor	ECE	Member	<i>B. Polaiah</i>
5	Dr G. Vijay Kumar	Associate Professor	ECM	Member	<i>Vijay</i>
6	Mrs. D. Nagamallewari	Asst Professor	CSE	Member	<i>D. Nagamallewari</i>
7	Dr. B. Jyothi	Asst Professor	EEE	Member	<i>B. Jyothi</i>
8	MS.Theressa T	Asst Professor	MECH	Member	<i>Theresa</i>
9	Ms. N. Sri Lakshmi	Asst Professor	Pharmacy	Member	<i>N. Lakshmi</i>
10	Dr. M. Raja Ambethkar	Associate Professor	English	Member	<i>M. Raja</i>
11	Mr S. Raja Sekhar	Assistant Professor	EEE	Member	<i>S. Raja</i>
12	Mr. K. Kishore Babu	Office Assistant	MBA	Member	<i>K. Kishore</i>
13	M. Nikhila Sai	Student, 170160020	B Arch	Student Member	<i>M. Nikhila</i>
14	Chadalavada Sahithi	Student, 170040128	ECE	Student Member	<i>Sahithi</i>
15	Nadipudi Hethu Sri	Student, 180031430	CSE	Student Member	<i>N. Hethu</i>
16	Byram Preethi	Student, 160180044	Pharmacy	Student Member	<i>Preethi</i>

**Members Absent:**

1.V Anjali Priya, MBA, Student Member

Dr. Habibulla Khan, Chairperson, SC/ST committee 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 this is the first Meeting conducted in this Academic Year.**

**Discussion on Agenda Items:**

**Agenda Item 1: First Meeting of SC/ST Committee for the Academic Year 2018-2019.**

Chairman of SC/ST Committee Dr. Habibulla Khan addressed the meeting and welcomed all the members.

**Agenda 2: Describing SC/ST committee functioning to the committee members.**

It was agreed to hold SC/ST committee meetings twice a year in accordance with the policy. Committees must be established in accordance with the policy guidelines. The committee should oversee all activities scheduled for the academic year. Students belonging to the SC/ST category may address and report their grievances directly to any committee member, either in person, online, or during committee meetings.

**Agenda Item-3: Conversation regarding the scholarships offered by the government & KLEF to the students belonging to the SC/ST category.**

Awareness program is to be conducted for SC/ST category students to make them aware of various scholarships offered by the government & KLEF.

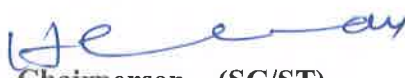
**Agenda Item-4: Grievances/Discrimination reported by the students**

Nil

**Agenda item-5: Any other item, with the permission of the Chair**

There are no other items for discussion.

The meeting was concluded with the Chairperson, SC/ST thanking the members for their cooperation.

  
Chairperson – (SC/ST)  
(Dr. Habibulla Khan)  
Dean (Student Affairs)  
Koneru Lakshmaiah Education Foundation  
(Deemed to be University)  
Green Fields, VADDESWAREM-522502,  
Guntur Dist, Andhra Pradesh.



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Ref: KLEF/RO/STUDENT AFFAIRS/SC&ST/2018-19

Date: 11-02-2019

### Orders of the Hon'ble Vice-Chancellor dt. 11-02-2019

#### CIRCULAR

**Sub:** Meeting with SC/ST Members on 13-02-2019 – Reg.

**Ref:** Letter dated 11-02-2019 from Dr. Habibulla Khan, Chairperson, SC/ST Committee.

\*\*\*

This is to inform you that the Scheduled Castes/Scheduled Tribes Committee (SC/ST) meeting is scheduled to be convened on **13-02-2019 from 3.30 P.M to 4.00 P.M.** The meeting will be conducted in **C106**.

#### Agenda:

1. Scholarships available for SC/ST students at KLEF
2. Grievances/Discrimination reported by the students
3. Any other relevant item.

The following members must attend the meeting without fail.

S.No.	Name of the Member	Designation	Dept.	Nominated as
1	Dr. Habibulla Khan	Professor & Dean (Student Affairs)	ECE	Chairman
2	Dr. B. Vijay Babu	Professor	CSE	Convener
3	Dr.K. Kumar Naik	Professor	ECE	Member
4	Dr.B. Polaiiah	Professor	ECE	Member
5	Dr G. Vijay Kumar	Associate Professor	ECM	Member
6	Mrs. D. Nagamallewari	Asst Professor	CSE	Member
7	Dr. B. Jyothi	Asst Professor	EEE	Member
8	MS.Theressa T	Asst Professor	MECH	Member
9	Ms. N. Sri Lakshmi	Asst Professor	Pharmacy	Member
10	Dr. M. Raja Ambethkar	Associate Professor	English	Member



11	Mr S. Raja Sekhar	Assistant Professor	EEE	Member
12	Mr. K. Kishore Babu	Office Assistant	MBA	Member
13	M. Nikhila Sai	Student, 170160020	B Arch	Student Member
14	Chadalavada Sahithi	Student, 170040128	ECE	Student Member
15	Nadipudi Hethu Sri	Student, 180031430	CSE	Student Member
16	V Anjali Priya	Student, 182510115	MBA	Student Member
17	Byram Preethi	Student, 160180044	Pharmacy	Student Member

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

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

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

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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



*R. Lakshmaiah*  
**REGISTRAR**  
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 Koneru Lakshmaiah Education Foundation  
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 Guntur District, Andhra Pradesh

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

#### Scheduled Castes/Scheduled Tribes Committee (SC/ST)

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

Meeting No:	2	Date	13.02.2019
Academic Year	2018-19	Time	3.30 P.M

#### Members Present:

S.No.	Name of the Member	Designation	Dept	Nominated as	Signature
1	Dr. Habibulla Khan	Professor & Dean (Student Affairs)	ECE	Chairman	
2	Dr. B. Vijay Babu	Professor	CSE	Convenor	
3	Dr.K. Kumar Naik	Professor	ECE	Member	
4	Dr.B. Polaiah	Professor	ECE	Member	
5	Dr G. Vijay Kumar	Associate Professor	ECM	Member	
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12	Chadalavada Sahithi	Student, 170040128	ECE	Student Member	
13	Nadipudi Hethu Sri	Student, 180031430	CSE	Student Member	
14	V Anjali Priya	Student, 182510115	MBA	Student Member	
15	Byram Preethi	Student, 160180044	Pharmacy	Student Member	

**Members absent:**

1. Mr S. Raja Sekhar, Assistant Professor, EEE.
2. Mrs. N. Sri Lakshmi, Assistant Professor, Pharmacy.

Dr.Habibulla Khan, Chairperson SC/ST committee welcomed all the committee members for the meeting. He explained the purpose and responsibilities of this committee

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

The SC/ST committee will convene biannually, once per semester. Awareness programs are organized for SC/ST students to encourage them to apply for scholarships provided by both KLEF, governmental and non-governmental organizations.

**Discussion on Agenda Items:**

**Agenda 1: Scholarships available for SC/ST students at KLEF**

In accordance with the scholarship policy, KLEF granted scholarships to 274 SC/ST students, totaling an amount of Rs. 8412500/- for the current academic year, and all eligible students received this fee concession from KLEF.


**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 Chairperson, SC/ST thanking the members for their cooperation.

  
Chairperson – (SC/ST)  
(Dr. Habibulla Khan)  
Dean (Student Affairs)  
Koneru Lakshmaiah Education Foundation  
(Deemed to be University)  
GreenFields, VADDESARAM-522502,  
Guntur Dist, Andhra Pradesh.



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Ref: KLEF/RO/STUDENT AFFAIRS/SC&ST/2019-20

Date: 5-08-2019

### Orders of the Hon'ble Vice-Chancellor dt. 5-08-2019

#### CIRCULAR

**Sub:** Meeting with SC/ST Members on 8-08-2019 – Reg.

**Ref:** Letter from dated 5-08-2019 Dr. Habibulla Khan, Dean (Student Affairs).

\*\*\*

This is to inform that the Scheduled Castes/Scheduled Tribes Committee (SC/ST) meeting is scheduled to be convened on **8-08-2019 from 3.30 P.M to 4.00 P.M.** The meeting will be conducted in **JASMINE HALL.**

#### Agenda:

1. Document outlining the obligations and roles of the SC/ST Committee.
2. Conversations regarding the scholarships offered to SC/ST students by both KLEF and the government.
3. Any other item, with the permission of the Chair

S.No.	Name of the Member	Designation	Dept.	Nominated as
1	Dr. Habibulla Khan	Professor & Dean (Student Affairs)	ECE	Chairman
2	Dr. B. Vijay Babu	Professor	CSE	Convener
3	Dr.K. Kumar Naik	Professor	ECE	Member
4	Dr.B. Polaiah	Professor	ECE	Member
5	Dr.Yalla Prasanth	Professor	CSE	Member
6	Dr.Batchalakuri Jyothi	Assoc Professor	EEE	Member
7	Dr. Pamula Raja Kumari	Asst Professor	ECE	Member
8	Ms.Nallapaty Sri Lakshmi	Asst Professor	Pharmacy	Member
9	Dr G. Vijay Kumar	Associate Professor	ECM	Member

10	Dr. M. Raja Ambethkar	Associate Professor	English	Member
11	Mr. K. Kishore Babu	Office Assistant	MBA	Member
12	Yarraguntla Deepika Jyothi	Student, 2000040164	ECE	Student Member
13	Burugu Sri Charan	Student,180030211	CSE	Student Member
14	Kaveti Meghanand	Student,180020063	CE	Student Member
15	Bandari Ravi Kumar	Student, 2001510150	MBA	Student Member
16	Chinthala Bindu	Student, 180180046	Pharmacy	Student Member

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

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



*Registrar*  
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Guntur District, Andhra Pradesh

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

#### Scheduled Castes/Scheduled Tribes Committee(SC/ST)

#### MINUTES OF THE MEETING HELD AT ROOM NO. JASMINE HALL

Meeting No.	1	Date	8.08.2019
Academic Year	2019-20	Time	3.30 P.M

#### Members Present:

S.No.	Name of the Member	Designation	Dept.	Nominated as	Signature
1	Dr. Habibulla Khan	Professor & Dean (Student Affairs)	ECE	Chairman	
2	Dr. B. Vijay Babu	Professor	CSE	Convener	
3	Dr.K. Kumar Naik	Professor	ECE	Member	
4	Dr.B. Polaiah	Professor	ECE	Member	
5	Dr.Yalla Prasanth	Professor	CSE	Member	
6	Dr.Batchalakuri Jyothi	Assoc Professor	EEE	Member	
7	Dr. Pamula Raja Kumari	Asst Professor	ECE	Member	
8	Ms.Nallapaty Sri Lakshmi	Asst Professor	Pharmacy	Member	
9	Dr G. Vijay Kumar	Associate Professor	ECM	Member	
10	Dr. M. Raja Ambethkar	Associate Professor	English	Member	
11	Mr. K. Kishore Babu	Office Assistant	MBA	Member	
12	Yarraguntla Deepika Jyothi	Student, 2000040164	ECE	Student Member	
13	Burugu Sri Charan	Student,180030211	CSE	Student Member	



14	Bandari Ravi Kumar	Student, 2001510150	MBA	Student Member	<i>Ravi</i>
15	Chinthala Bindu	Student, 180180046	Pharmacy	Student Member	<i>C. Bindu</i>

**Members Absent:**

1. Kaveti Meghanand, CE, Student Member

Dr. Habibulla Khan, Chairperson, SC/ST committee welcomed all the committee members for the meeting.

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

**Discussion on Agenda Items:**

**Agenda 1: The document outlining the obligations and roles of the SC/ST Committee.**

It was determined to hold SC/ST committee meetings twice yearly in accordance with the policy and elucidated the operations of the SC/ST committee policy. Students belonging to the SC/ST category are encouraged to bring forth their concerns directly to any committee member, either in person, via online channels, or during committee sessions.

**Agenda Item-2: Conversations regarding the scholarships offered to SC/ST students by both KLEF and the government.**

Informed SC/ST committee students about the scholarships offered by KLEF and the government, as well as the application process for accessing them.

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

BANOTH SAI KIRAN (Regd. No. 180030230) raised a grievance stating that he did not submit his caste certificate during the time of admission. He need guidance to apply for scholarship now.

The meeting was concluded with the Chairperson, SC/ST thanking the members for their cooperation.

*HC*  
Chairperson – (SC/ST)  
(Dr. Habibulla Khan)  
Dean, Student Affairs,  
Koneru Lakshmaiah Education Foundation  
(Deemed to be University)  
Green Fields, VADDESWAREM-522502,  
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Ref: KLEF/RO/STUDENT AFFAIRS/SC&ST/2019-20

Date: 24-02-2020

### Orders of the Hon'ble Vice-Chancellor dt. 24-02-2020

#### CIRCULAR

**Sub:** Meeting with SC/ST Members on 26-02-2020 – Reg.

**Ref:** Letter from dated 24-02-2024 Dr. Habibulla Khan, Dean (Student Affairs).

\*\*\*

This is to inform you that the Scheduled Castes/Scheduled Tribes Committee (SC/ST) meeting is scheduled to be convened on **26-02-2020 from 3.30 P.M to 4.00 P.M.** The meeting will be conducted in **C106**.

#### Agenda Items:

1. Scholarships sanctioned for SC/ST students at KLEF.
2. Student participation in Competitive Exams
3. Grievances/Discrimination reported by the students
4. Any other item, with the permission of the Chair

**The following committee members must attend the meeting without fail.**

S.No.	Name of the Member	Designation	Dept.	Nominated as
1	Dr. Habibulla Khan	Professor & Dean (Student Affairs)	ECE	Chairman
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6	Dr.Batchalakuri Jyothi	Assoc Professor	EEE	Member
7	Dr. Pamula Raja Kumari	Asst Professor	ECE	Member
8	Ms.Nallapaty Sri Lakshmi	Asst Professor	Pharmacy	Member
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10	Dr. M. Raja Ambethkar	Associate Professor	English	Member
11	Mr. K. Kishore Babu	Office Assistant	MBA	Member
12	Yarraguntla Deepika Jyothi	Student, 2000040164	ECE	Student Member
13	Burugu Sri Charan	Student,180030211	CSE	Student Member
14	Kaveti Meghanand	Student,180020063	CE	Student Member
15	Bandari Ravi Kumar	Student, 2001510150	MBA	Student Member
16	Chinthala Bindu	Student, 180180046	Pharmacy	Student Member

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

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

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

Pharmacy / CSA / Arts



*Reenuka*  
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(Deemed to be University)  
Green Fields, VADDESWAREM-522 502.  
Guntur District, Andhra Pradesh

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



# Koneru Lakshmaiah Education Foundation

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

## OFFICE OF DEAN STUDENT AFFAIRS Scheduled Castes/Scheduled Tribes Committee(SC/ST) MINUTES OF THE MEETING HELD AT ROOM NO. C106

Meeting No.	2	Date	26.02.2020
Academic Year	2019-20	Time	03.30 P.M

### Members Present:

S.No.	Name of the Member	Designation	Dept.	Nominated as	Signature
1	Dr. Habibulla Khan	Professor of ECE& Dean (Student Affairs)	ECE	Chairman	
2	Dr. B. Vijay Babu	Professor	CSE	Convener	
3	Dr. K. Kumar Naik	Professor	ECE	Member	
4	Dr. B. Polaiah	Professor	ECE	Member	
5	Dr. Yalla Prasanth	Professor	CSE	Member	
6	Dr. Batchalakuri Jyothi	Assoc Professor	EEE	Member	
7	Ms. Nallapaty Sri Lakshmi	Asst Professor	Pharmacy	Member	
8	Dr. G. Vijay Kumar	Associate Professor	ECM	Member	
9	Dr. M. Raja Ambethkar	Associate Professor	English	Member	
10	Mr. K. Kishore Babu	Office Assistant	MBA	Member	
11	Burugu Sri Charan	Student, 180030211	CSE	Student Member	
12	Kaveti Meghanand	Student, 180020063	CE	Student Member	
13	Bandari Ravi Kumar	Student, 2001510150	MBA	Student Member	

14	Chinthala Bindu	Student, 180180046	Pharmacy	Student Member	<i>e. Bindu</i>
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**Members absent:**

1. Dr. Pamula Raja Kumari, Asst Professor, ECE
2. Yarraguntla Deepika Jyothi, ECE, Student Member.

**Action taken report for the minutes of last meeting:**

Dr. Habibulla Khan elucidated the duties and obligations of the SC/ST committee to all members, while also detailing different programs and scholarships available for students to apply for, both from governmental and non-governmental organizations.

Grievance raised by BANOTH SAI KIRAN (Regd. No. 180030230) is resolved during the last meeting itself. He is instructed to submit caste certificate immediately to Registrar office.

**Discussion on Agenda Items:**

**Agenda 1: Scholarships sanctioned for SC/ST students at KLEF.**

In accordance with the scholarship policy, KLEF awarded scholarships totaling Rs. 7975000/- to 241 SC/ST students enrolled for the current academic year, and all eligible students received this fee concession from KLEF.

**Agenda Item-2: Student participation in Competitive Exams**

Motivate SC/ST students to participate in competitive examinations.

**Agenda Item-3: Grievances/Discrimination reported by the students**

**Agenda item-4: Any other item, with the permission of the Chair**

There are no other items for discussion.

The meeting was concluded with the Chairperson, SC/ST thanking the members for their cooperation.

*Heena*  
 Chairperson – (SC/ST)  
 Dean (Student Affairs)  
 Koneru Lakshmaiah Education Foundation  
 (Deemed to be University)  
 GreenFields, VADDESWARAM-522502,  
 Guntur Dist, Andhra Pradesh.



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Ref: KLEF/RO/STUDENT AFFAIRS/SC&ST/2020-21

Date: 19-10-2020

### Orders of the Hon'ble Vice-Chancellor dt. 19-10-2020

#### CIRCULAR

**Sub:** Meeting with SC/ST Members on 22-10-2020 – Reg.

**Ref:** Letter from dated 19-10-2020 Dr. K R S Prasad, Dean (Student Affairs).

\*\*\*

This is to inform that the Scheduled Castes/Scheduled Tribes Committee (SC/ST) meeting is scheduled to be convened on **22-10-2020 from 3.30 P.M to 4.00 P.M.** The meeting will be conducted in **Virtual Mode.** Zoom link for the meeting is <https://us05web.zoom.us/j/81570783607?pwd=X5HV5zCIYGCUjtUWUvN5eLyCD8eDqp.1>

#### Agenda Items:

1. First Meeting of SC/ST C for the Academic Year 2020-2021
2. Counselling for SC/ST students if required.
3. Grievances/Discrimination reported by the students.
4. Any other item, with the permission of the Chair.

The following members must attend the meeting.

S.No.	Name of the Member	Designation	Dept.	Nominated as
1	Dr. K R S Prasad	Professor & Dean (Student Affairs)	Chemistry	Chairman
2	Dr. B. Vijay Babu	Professor	CSE	Convenor
3	Dr.K. Kumar Naik	Professor	ECE	Member
4	Dr.B. Polaiah	Professor	ECE	Member
5	Dr. Yalla Prasanth	Professor	CSE	Member
6	Dr. Batchalakuri Jyothi	Assoc Professor	EEE	Member
7	Dr. Pamula Raja Kumari	Asst Professor	ECE	Member

8	Ms.Nallapaty Sri Lakshmi	Asst Professor	Pharmacy	Member
9	Dr G. Vijay Kumar	Associate Professor	ECM	Member
10	Dr. M. Raja Ambethkar	Associate Professor	English	Member
11	Mr. K. Kishore Babu	Office Assistant	MBA	Member
12	Yarraguntla Deepika Jyothi	Student, 2000040164	ECE	Student Member
13	Burugu Sri Charan	Student,180030211	CSE	Student Member
14	Kaveti Meghanand	Student,180020063	CE	Student Member
15	Bandari Ravi Kumar	Student, 2001510150	MBA	Student Member
16	Chinthala Bindu	Student, 180180046	Pharmacy	Student Member

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

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

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

Mail & Hard copy to: Dr. K. R.S . Prasad, Dean (Student Affairs)

**Mail to: Individuals concerned**

Thanks & Regards



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### OFFICE OF DEAN STUDENT AFFAIRS

#### Scheduled Castes/Scheduled Tribes Committee(SC/ST)

#### MINUTES OF THE MEETING HELD in VIRTUAL MODE

Meeting No.	1	Date	22.10.2020
Academic Year	2020-21	Time	3.30 P.M

#### Members Present:

S.No.	Name of the Member	Designation	Dept.	Nominated as
1	Dr. K R S Prasad	Professor & Dean (Student Affairs)	Chemistry	Chairman
2	Dr. B. Vijay Babu	Professor	CSE	Convener
3	Dr.K. Kumar Naik	Professor	ECE	Member
4	Dr.B. Polaiah	Professor	ECE	Member
5	Dr.Yalla Prasanth	Professor	CSE	Member
6	Dr.Batchalakuri Jyothi	Assoc Professor	EEE	Member
7	Dr. Pamula Raja Kumari	Asst Professor	ECE	Member
8	Ms.Nallapaty Sri Lakshmi	Asst Professor	Pharmacy	Member
9	Dr G. Vijay Kumar	Associate Professor	ECM	Member
10	Burugu Sri Charan	Student,180030211	CSE	Student Member
11	Kaveti Meghanand	Student,180020063	CE	Students Member
12	Bandari Ravi Kumar	Student, 2001510150	MBA	Student Member

#### Members Absent:

1. Dr. M. Raja Ambethkar, Associate Professor, English
2. Mr. K. Kishore Babu, Office Assistant, Student Member
3. Yarraguntla Deepika Jyothi, ECE, Student Member
4. Chinthala Bindu, Pharmacy, Student Member

Dr. K R S Prasad, Chairperson, SC/ST committee welcomed all the committee members for the meeting.

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

**Agenda 1: First Meeting of SC/ST committee for the Academic Year 2020-2021.**

It was agreed to hold SC/ST committee meetings twice yearly in accordance with the policy and briefed on the functioning of the SC/ST Committee policy. Students belonging to the SC/ST category are welcome to personally address and report their concerns to any committee member, either in person, online, or during committee gatherings.

**Agenda Item-2: Counselling for SC/ST students if required.**

It was agreed by the committee to provide prompt counselling for any emotional emergencies arising on account of any event at the campus.

**Agenda Item-3: Grievances/Discrimination reported by the students.**

Nil

**Agenda item-4: Any other item, with the permission of the Chair**

There are no other items for discussion.

The meeting was concluded with the Chairperson, SC/ST thanking the members for their cooperation.

*KRS Prasad*  
Chairperson – (SC/ST)  
(Dr. Student Affairs)  
Koneru Lakshmaiah Education Foundation  
(Deemed to be University)  
Green Fields, VADDESWARAM-522502,  
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Ref: KLEF/RO/STUDENT AFFAIRS/SC&ST/2020-21

Date: 25-02-2021

### Orders of the Hon'ble Vice-Chancellor dt. 25-02-2021

#### CIRCULAR

**Sub:** Meeting with SC/ST Members on 27-02-2021 – Reg.

**Ref:** Letter from 25-02-2021 Dr. K R S Prasad, Dean (Student Affairs).

\*\*\*

This is to inform you that the Scheduled Castes/Scheduled Tribes Committee (SC/ST) meeting is scheduled to be convened on **27-02-2021 from 3.30 P.M to 4.00 P.M.** The meeting will be conducted in virtual mode . Zoom link is

<https://us05web.zoom.us/j/81382424463?pwd=cxDieiTGNIJS5g5zgDxiG7w0TEapKq.1>

#### Agenda Items:

1. Scholarships provided by KLEF for SC/ST students.
2. Grievances/Discrimination reported by the students
3. Any other item, with the permission of the Chair

The following members must attend the meeting

S.No.	Name of the Member	Designation	Dept.	Nominated as
1	Dr. K. R. S. Prasad	Professor & Dean (Student Affairs)	Chemistry	Chairman
2	Dr. B. Vijay Babu	Professor	CSE	Convener
3	Dr.K. Kumar Naik	Professor	ECE	Member
4	Dr.B. Polaiah	Professor	ECE	Member
5	Dr.Yalla Prasanth	Professor	CSE	Member
6	Dr.Batchalakuri Jyothi	Assoc Professor	EEE	Member

7	Dr. Pamula Raja Kumari	Asst Professor	ECE	Member
8	Ms.Nallapaty Sri Lakshmi	Asst Professor	Pharmacy	Member
9	Dr G. Vijay Kumar	Associate Professor	ECM	Member
10	Dr. M. Raja Ambethkar	Associate Professor	English	Member
11	Mr. K. Kishore Babu	Office Assistant	MBA	Member
12	Yarraguntla Deepika Jyothi	Student, 2000040164	ECE	Student Member
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14	Kaveti Meghanand	Student, 180020063	CE	Student Member
15	Bandari Ravi Kumar	Student, 2001510150	MBA	Student Member
16	Chinthala Bindu	Student, 180180046	Pharmacy	Student Member

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



REGISTRAR

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**Koneru Lakshmaiah Education Foundation**  
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**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

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

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

Mail & Hard copy to: Dr. K. R.S . Prasad, Dean (Student Affairs)

**Mail to: Individuals concerned**

Thanks & Regards



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### OFFICE OF DEAN STUDENT AFFAIRS

#### Scheduled Castes/Scheduled Tribes Committee(SC/ST)

#### MINUTES OF THE MEETING HELD IN VIRTUAL MODE

Meeting No.	2	Date	27.02.2021
Academic Year	2020-21	Time	3.30 P.M

#### Members Present:

S.No.	Name of the Member	Designation	Dept.	Nominated as
1	Dr. K.R. S. Prasad	Professor & Dean (Student Affairs)	Chemistry	Chairman
2	Dr. B. Vijay Babu	Professor	CSE	Convener
3	Dr.K. Kumar Naik	Professor	ECE	Member
4	Dr.B. Polaiah	Professor	ECE	Member
5	Dr.Yalla Prasanth	Professor	CSE	Member
6	Dr.Batchalakuri Jyothi	Assoc Professor	EEE	Member
7	Dr. Pamula Raja Kumari	Asst Professor	ECE	Member
8	Ms.Nallapaty Sri Lakshmi	Asst Professor	Pharmacy	Member
9	Dr. M. Raja Ambethkar	Associate Professor	English	Member
10	Mr. K. Kishore Babu	Office Assistant	MBA	Member
11	Yarraguntla Deepika Jyothi	Student, 2000040164	ECE	Student Member
12	Kaveti Meghanand	Student, 180020063	CE	Student Member
13	Chinthala Bindu	Student, 180180046	Pharmacy	Student Member



**Members Absent:**

1. Dr G. Vijay Kumar, Associate Professor, ECM
2. Burugu Sri Charan, CSE, Student Member
3. Bandari Ravi Kumar, MBA, Student Member

Dr. K R S Prasad, Chairperson, SC/ST committee welcomed all the committee members for the meeting. & explained the purpose and responsibilities of this committee.

**Action taken report for the earlier meeting:**

The conversation centered around the array of scholarships accessible to SC/ST students, offered KLEF, by governmental and non-governmental entities. To apply for these scholarships, students are required to provide their caste certificate as proof of eligibility.

It was also resolved during the last meeting that in case if any counselling is required for the students they can contact Convener of the committee and he will direct to psychological counsellors available in the campus.

**Agenda 1: Scholarships provided by KLEF for SC/ST students.**

In accordance with the scholarship policy, KLEF granted scholarships to 174 SC/ST students, totaling an amount of Rs. 5410000 /- for the current academic year, and all eligible students received this fee concession from KLEF.

**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 Chairperson, SC/ST thanking the members for their cooperation.

*KRS Prasad*  
Chairperson – (SC/ST)  
(Dr. K. R. S. Prasad)  
Dean (Student Affairs)  
Koneru Lakshmaiah Education Foundation  
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Ref: KLEF/RO/Dean (SA)/SC-ST/2021-22

Date: 10-08-2021

### Orders of the Hon'ble Vice-Chancellor dt. 10-08-2021

#### CIRCULAR

**Sub:** Meeting with SC/ST Members on 13-08-2021 – Reg.

**Ref:** Letter from dated 10-08-2021 Dr. K R S Prasad, Dean (Student Affairs).

\*\*\*

This is to inform that the Scheduled Castes/Scheduled Tribes Committee (SC/ST) meeting is scheduled to be convened on **13-08-2021 from 3.30 P.M to 4.00 P.M.** The meeting will be conducted in **C106**.

#### Agenda Items:

1. First Meeting of SC/ST committee for the Academic Year 2021-2022
2. Personality Development sessions for SC/ST students.
3. Grievances/Discrimination reported by the students.
4. Any other item, with the permission of the Chair.

S.No.	Name of the Member	Designation	Dept.	Nominated as
1	Dr. K. R. S. Prasad	Professor & Dean (Student Affairs)	Chemistry	Chairman
2	Dr. B. Vijay Babu	Professor	CSE	Convener
3	Dr.K. Kumar Naik	Professor	ECE	Member
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8	Ms.Nallapaty Sri Lakshmi	Asst Professor	Pharmacy	Member
9	Dr G. Vijay Kumar	Associate Professor	ECM	Member

10	Dr. M. Raja Ambethkar	Associate Professor	English	Member
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The HoDs are requested to ensure that this information is brought to the notice of the Faculty and student members concerned of their respective departments and ensure their participation in the above meeting.

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

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

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

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**REGISTRAR**  
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 Green Fields, VADDESWAREM-522 502  
 Guntur District, Andhra Pradesh

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. K. R.S . Prasad, Dean (Student Affairs)

**Mail to: Individuals concerned**

Thanks & Regards



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### OFFICE OF DEAN STUDENT AFFAIRS Scheduled Castes/Scheduled Tribes Committee(SC/ST) MINUTES OF THE MEETING HELD AT ROOM NO. C106

Meeting No.	1	Date	13.08.2021
Academic Year	2021-22	Time	03.30 P.M

#### Members Present:

S.No.	Name of the Member	Designation	Dept.	Nominated as	Signature
1	Dr. K R S Prasad	Professor & Dean (Student Affairs)	Chemistry	Chairman	
2	Dr. B. Vijay Babu	Professor	CSE	Convener	
3	Dr.K. Kumar Naik	Professor	ECE	Member	
4	Dr.B. Polaiah	Professor	ECE	Member	
5	Dr.Yalla Prasanth	Professor	CSE	Member	
6	Dr.Batchalakuri Jyothi	Assoc Professor	EEE	Member	
7	Dr. Pamula Raja Kumari	Asst Professor	ECE	Member	
8	Ms.Nallapaty Sri Lakshmi	Asst Professor	Pharmacy	Member	
9	Dr G. Vijay Kumar	Associate Professor	ECM	Member	
10	Dr. M. Raja Ambethkar	Associate Professor	English	Member	
11	Mr. K. Kishore Babu	Office Assistant	MBA	Member	
12	Yarraguntla Deepika Jyothi	Student, 2000040164	ECE	Student Member	
13	Burugu Sri Charan	Student, 180030211	CSE	Student Member	

14	Kaveti Meghanand	Student, 180020063	CE	Students Member	K. Meghanand
15	Bandari Ravi Kumar	Student, 2001510150	MBA	Student Member	Ravi
16	Chinthala Bindu	Student, 180180046	Pharmacy	Student Member	C. Bindu

**Members Absent: Nil**

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

**Agenda 1: First Meeting of SC/ST Committee for the Academic Year 2021-2022.**

It was agreed to hold SC/ST committee meetings twice yearly in accordance with the policy and briefed on the functioning of the SC/ST Committee policy. Students belonging to the SC/ST category are welcome to personally address and report their concerns to any committee member, either in person, online, or during committee gatherings.

**Agenda Item-2: Personality Development sessions for students**

Committee decided to organize personality development sessions SC/ST students periodically. Interested students can participate.

**Agenda Item-3: Grievances/Discrimination reported by the students.**

Nil

**Agenda item-4: Any other item, with the permission of the Chair**

There are no other items for discussion.

The meeting was concluded with the Chairperson, SC/ST thanking the members for their cooperation.

*KRSplled*  
**Chairperson – (SC/ST)**  
**Dean (Students Affairs)**  
**Koneru Lakshmaiah Education Foundation**  
**(Deemed to be University)**  
**Green Fields, VADDESWAREM-522502,**  
**Guntur Dist, Andhra Pradesh.**



## Koneru Lakshmaiah Education Foundation

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

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

Ref: KLEF/RO/STUDENT AFFAIRS/SC&ST/2021-22

Date: 08-02-2022

### Orders of the Hon'ble Vice-Chancellor dt. 08-02-2022

#### CIRCULAR

**Sub:** Meeting with SC/ST Members on 10-02-2022 – Reg.

**Ref:** Letter from dated 08-02-2022 by Dr. K R S Prasad, Dean (Student Affairs)

\*\*\*

This is to inform you that the Scheduled Castes/Scheduled Tribes Committee (SC/ST) meeting is scheduled to be convened on **10-02-2022 from 3.30 P.M to 4.00 P.M.** The meeting will be conducted in **C106**.

#### Agenda Items:

1. Aware of the SC/ST students regarding various scholarship programs of State Govt. and UGC.
2. Grievances of SC/ST faculty/students, if any.
3. Any other points with the permission of the chair.

S.No.	Name of the Member	Designation	Dept	Nominated as
1	Dr. K. R. S. Prasad	Professor & Dean (Student Affairs)	Chemistry	Chairman
2	Dr. B. Vijay Babu	Professor	CSE	Convener
3	Dr.K. Kumar Naik	Professor	ECE	Member
4	Dr.B. Polaiah	Professor	ECE	Member
5	Dr.Yalla Prasanth	Professor	CSE	Member
6	Dr.Batchalakuri Jyothi	Assoc Professor	EEE	Member
7	Dr. Pamula Raja Kumari	Asst Professor	ECE	Member
8	Ms.Nallapaty Sri Lakshmi	Asst Professor	Pharmacy	Member
9	Dr G. Vijay Kumar	Associate Professor	ECM	Member



10	Dr. M. Raja Ambethkar	Associate Professor	English	Member
11	Mr. K. Kishore Babu	Office Assistant	MBA	Member
12	Yarraguntla Deepika Jyothi	Student, 2000040164	ECE	Student Member
13	Burugu Sri Charan	Student,180030211	CSE	Student Member
14	Kaveti Meghanand	Student,180020063	CE	Student Member
15	Bandari Ravi Kumar	Student, 2001510150	MBA	Student Member
16	Chinthala Bindu	Student, 180180046	Pharmacy	Student Member

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

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 / RES-I / RES-II



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

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. K. R.S . Prasad, Dean (Student Affairs)

**Mail to: Individuals concerned**

Thanks & Regards



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### OFFICE OF DEAN STUDENT AFFAIRS Scheduled Castes/Scheduled Tribes Committee(SC/ST) MINUTES OF THE MEETING HELD AT ROOM NO. C106

Meeting No:	2	Date	10.02.2022
Academic Year	2021-22	Time	3.30 P.M

#### Members Present:

S.No.	Name of the Member	Designation	Dept.	Nominated as	Signature
1	Dr. K R S Prasad	Professor & Dean (Student Affairs)	Chemistry	Chairman	
2	Dr. B. Vijay Babu	Professor	CSE	Convener	
3	Dr.K. Kumar Naik	Professor	ECE	Member	
4	Dr.B. Polaiah	Professor	ECE	Member	
5	Dr.Yalla Prasanth	Professor	CSE	Member	
6	Dr.Batchalakuri Jyothi	Assoc Professor	EEE	Member	
7	Dr. Pamula Raja Kumari	Asst Professor	ECE	Member	
8	Ms.Nallapaty Sri Lakshmi	Asst Professor	Pharmacy	Member	
9	Dr G. Vijay Kumar	Associate Professor	ECM	Member	
10	Dr. M. Raja Ambethkar	Associate Professor	English	Member	
11	Mr. K. Kishore Babu	Office Assistant	MBA	Member	
12	Yarraguntla Deepika Jyothi	Student, 2000040164	ECE	Student Member	
13	Burugu Sri Charan	Student,180030211	CSE	Student Member	
14	Kaveti Meghanand	Student,180020063	CE	Students Member	

15	Bandari Ravi Kumar	Student, 2001510150	MBA	Student Member	<i>Ravi</i>
16	Chinthala Bindu	Student, 180180046	Pharmacy	Student Member	<i>a. Bindu</i>

#### **Members Absent:Nil**

Dr. K R S Prasad, Chairperson, SC/ST committee welcomed all the committee members for the meeting. & explained the purpose and responsibilities of this committee.

#### **Action taken report for the earlier meeting:**

The conversation centered around the array of scholarships accessible to SC/ST students, offered KLEF, by governmental and non-governmental entities. To apply for these scholarships, students are required to provide their caste certificate as proof of eligibility.

Two Personality development sessions were organized during the last semester.

#### **Agenda 1: Scholarships provided by KLEF for SC/ST students.**

In accordance with the scholarship policy, KLEF granted scholarships to 138 SC/ST students, totaling an amount of Rs. 3831500/- for the current academic year, and all eligible students received this fee concession from KLEF.

#### **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 Chairperson, SC/ST thanking the members for their cooperation.

*KRS Prasad*  
 Chairperson – (SC/ST)  
 (Deputy Student Affairs)  
 Koneru Lakshmaiah Education Foundation  
 (Deemed to be University)  
 Green Fields, VADDESARAM-522502,  
 Guntur Dist, Andhra Pradesh.



## Koneru Lakshmaiah Education Foundation

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Ref: KLEF/RO/STUDENT AFFAIRS/SC&ST/2022-23

Date: 22-08-2022

### Orders of the Hon'ble Vice-Chancellor dt. 22-08-2022

#### CIRCULAR

**Sub:** Meeting with SC/ST Members on 25-08-2022 – Reg.

**Ref:** Letter dated 22-08-2022 from Dr.Ch. Hanumantha Rao, Dean (Student Affairs).

\*\*\*

This is to inform that the Scheduled Castes/Scheduled Tribes Committee (SC/ST) meeting is scheduled to be convened on **25-08-2022 from 3.30 P.M to 4.00 P.M.** The meeting will be conducted in **Sunflower Hall.**

#### Agenda Items:

1. Inform the SC/ST students regarding various scholarships
2. Planning and Implementation of Initiatives
3. Any grievances of SC/ST students

S.No	Name of the Member	Designation	Dept.	Email Id & Phone Number	Position
1	Dr.Ch. Hanumantha Rao	Professor & Dean (Student Affairs)	CE	hrao_ce@kluniversity.in 9848333302	Chairman
2	Dr. B. Vijay Babu	Professor	CSE	vijay_gemini@kluniversity.in 9542499986	Convener
3	Dr.K. Kumar Naik	Professor	ECE	kumarnaik@kluniversity.in 9701402229	Member
4	Dr. M. Raja Ambethkar	Associate Professor	English	rajaambethkar@kluniversity.in 9966853995	Member

5	Dr. K.M.V. Ravi Teja	Assistant Professor	ME	leo.raviteja@kluniversity.in 9014485186	Member
6	Dr. Sarada Prasanna Mallick	Assistant Professor	BT	yourssarada@kluniversity.in 8756110869	Member
7	Mr. K. Shyam Chamberlin	Assistant Professor	CE	shyam_karry@kluniversity.in 9908567993	Member
8	Mr. K. Kishore Babu	Office Assistant	MBA	Kishore_babu@kluniversity.in 9290579559	Member
9	Mrs. B. Sridevi	Library Assistant	IQAC	srideviissacpaul@gmail.com 8184934907	Member
10	Mr. M. Sam Praneeth Sasank	Student	MECH	2000070020, 9704972185, 2000070020@kluniversity.in	Member
11	Mr. P. Karthik Chaitanya	Student	CSE	190031252, 9381273445, 190031252@kluniversity.in	Member
12	Ms. D. Anu Deethi	Student	CSE	190030352, 9703110006, 190030352@kluniversity.in	Member
13	Mr. Y. Dhyan Sri Guna	Student	ECE	190040588, 9553624214, 190040588@kluniversity.in	Member

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



*P. Jayadev*  
**REGISTRAR**  
Koneru Lakshmaiah Education Foundation  
(Deemed to be University)  
Green Fields, VADDESWAREM-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: 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..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.Ch. Hanumantha Rao, Dean (Student Affairs)

**Mail to: Individuals concerned**

Thanks & Regards





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### OFFICE OF DEAN STUDENT AFFAIRS

#### Scheduled Castes/Scheduled Tribes Committee(SC/ST)

#### MINUTES OF THE MEETING HELD AT ROOM NO. Sunflower Hall

Meeting No.	1	Date	25.08.2022
Academic Year	2022-23	Time	03.30 P.M

#### Members Present:

S.No	Name of the Member	Designation	Dept.	Position	Signature
1	Dr.Ch. Hanumantha Rao	Professor & Dean (Student Affairs)	CE	Chairman	
2	Dr. B. Vijay Babu	Professor	CSE	Convener	
3	Dr.K. Kumar Naik	Professor	ECE	Member	
4	Dr. M. Raja Ambethkar	Associate Professor	English	Member	
5	Dr. K.M.V. Ravi Teja	Assistant Professor	ME	Member	
6	Dr. Sarada Prasanna Mallick	Assistant Professor	BT	Member	
7	Mr. K. Shyam Chamberlin	Assistant Professor	CE	Member	
8	Mr. K. Kishore Babu	Office Assistant	MBA	Member	
9	Mrs. B. Sridevi	Library Assistant	IQAC	Member	

10	Mr. M. Sam Praneeth Sasank	Student	MECH	Member	<i>M.S.P.</i>
11	Mr. P. Karthik Chaitanya	Student	CSE	Member	<i>P. Karthik</i>
12	Ms. D. Anu Deethi	Student	CSE	Member	<i>D. Anu</i>
13	Mr. Y. Dhyan Sri Guna	Student	ECE	Member	<i>Y. D.S.</i>

#### **Members Absent: Nil**

Dr.Ch. Hanumantha Rao, Chairperson, SC/ST committee welcomed all the committee members for the meeting.

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

Dr.Ch. Hanumantha Rao, the Convener, explained the purpose and responsibilities of this committee. He explained the following points for the benefit of members.

#### **Agenda item-1: Inform the SC/ST students regarding various scholarships**

Convenr SC/ST briefed the members about how to coordinate the implementation of the various policies and programs launched by the Central Government, MHRD, UGC and State Government for the benefit of the SC/ST students

#### **Agenda item-2: Planning and Implementation of Initiatives**

The committee brainstormed various initiatives aimed at supporting SC/ST students and fostering an inclusive environment within the college. Ideas included organizing awareness campaigns, workshops on diversity and inclusion, mentorship programs, and creating support groups for SC/ST students.

#### **Agenda Item-3: Any grievances of SC/ST students**

Nil

#### **Agenda item-4: Any other item, with the permission of the Chair**

There are no other items for discussion.

The meeting was concluded with the Convener, SC/ST thanking the members for their cooperation.

*Chh*  
25/8/2022  
**Chairperson – (SC/ST)**  
(Dr. Ch. Hanumantha Rao)  
Dean (Student Affairs)  
Koneru Lakshmaiah Education Foundation  
(Deemed to be University)  
Green Fields, VADDESWAREM-522502,  
Guntur Dist, Andhra Pradesh.



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Ref: KLEF/RO/STUDENT AFFAIRS/SC&ST/2022-23

Date: 2-02-2023

### Orders of the Hon'ble Vice-Chancellor dt. 20-02-2023

#### CIRCULAR

**Sub:** Meeting with SC/ST Members on 23-02-2023 – Reg.

**Ref:** Letter dated 20-02-2023 from Dr.Ch. Hanumantha Rao, Dean (Student Affairs).

\*\*\*

This is to inform you that the Scheduled Castes/Scheduled Tribes Committee (SC/ST) meeting is scheduled to be convened on **23-02-2023 from 3.30 P.M to 4.00 P.M.** The meeting will be conducted in **Rose Hall**.

#### Agenda Items:

1. Scholarships provided by KLEF for SC/ST students.
2. Grievances/Discrimination reported by the students.
3. Any other item, with the permission of the Chair.

S.No	Name of the Member	Designation	Dept.	Email Id & Phone Number	Position
1	Dr.Ch. Hanumantha Rao	Professor & Dean (Student Affairs)	CE	hrao_ce@kluniversity.in 9848333302	Chairman
2	Dr. B. Vijay Babu	Professor	CSE	vijay_gemini@kluniversity.in 9542499986	Convenor
3	Dr.K. Kumar Naik	Professor	ECE	kumarnaik@kluniversity.in 9701402229	Member
4	Dr. M. Raja Ambethkar	Associate Professor	English	rajaambethkar@kluniversity.in 9966853995	Member

5	Dr. K.M.V. Ravi Teja	Assistant Professor	ME	leo.raviteja@kluniversity.in9014485186	Member
6	Dr. Sarada Prasanna Mallick	Assistant Professor	BT	yourssarada@kluniversity.in8756110869	Member
7	Mr. K. Shyam Chamberlin	Assistant Professor	CE	shyam_karry@kluniverssity.in9908567993	Member
8	Mr. K. Kishore Babu	Office Assistant	MBA	Kishore_babu@kluniversity.in9290579559	Member
9	Mrs. B. Sridevi	Library Assistant	IQAC	srideviissacpaul@gmail.com8184934907	Member
10	Mr. M. Sam Praneeth Sasank	Student	MECH	2000070020, 9704972185, 2000070020@kluniversity.in	Member
11	Mr. P. Karthik Chaitanya	Student	CSE	190031252, 9381273445, 190031252@kluniversity.in	Member
12	Ms. D. Anu Deethi	Student	CSE	190030352, 9703110006, 190030352@kluniversity.in	Member
13	Mr. Y. Dhyan Sri Guna	Student	ECE	190040588, 9553624214, 190040588@kluniversity.in	Member

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



REGISTRAR

**REGISTRAR**

Koneru Lakshmaiah Education Foundation  
(Deemed to be University)  
Green Fields, VADDESWAREM-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: 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

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

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

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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.Ch. Hanumantha Rao, Dean (Student Affairs)

**Mail to: Individuals concerned**

Thanks & Regards



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### OFFICE OF DEAN STUDENT AFFAIRS Scheduled Castes/Scheduled Tribes Committee(SC/ST) MINUTES OF THE MEETING HELD AT ROOM NO. C106

Meeting No:	2	Date	23.02.2023
Academic Year	2022-23	Time	Rose Hall

#### Members Present:

S.No	Name of the Member	Designation	Dept.	Position	Signature
1	Dr.Ch. Hanumantha Rao	Professor & Dean (Student Affairs)	CE	Chairman	
2	Dr. B. Vijay Babu	Professor	CSE	Convener	
3	Dr.K. Kumar Naik	Professor	ECE	Member	
4	Dr. M. Raja Ambethkar	Associate Professor	English	Member	
5	Dr. K.M.V. Ravi Teja	Assistant Professor	ME	Member	
6	Dr. Sarada Prasanna Mallick	Assistant Professor	BT	Member	
7	Mr. K. Shyam Chamberlin	Assistant Professor	CE	Member	
8	Mr. K. Kishore Babu	Office Assistant	MBA	Member	
9	Mrs. B. Sridevi	Library Assistant	IQAC	Member	



10	Mr. M. Sam Praneeth Sasank	Student	MECH	Member	<i>M.S. Pr</i>
11	Mr. P. Karthik Chaitanya	Student	CSE	Member	<i>P. Karthik</i>
12	Ms. D. Anu Deethi	Student	CSE	Member	<i>A. Anu</i>
13	Mr. Y. Dhyan Sri Guna	Student	ECE	Member	<i>Y. Dhyan</i>

**Members Absent:Nil**

**Action taken report:**

Organized 2 awareness programs about scholarships.

**Agenda 1: Scholarships provided by KLEF for SC/ST students.**

In accordance with the scholarship policy, KLEF granted scholarships to 95 SC/ST students, totaling an amount of Rs. 2493000/- for the current academic year, and all eligible students received this fee concession from KLEF.

**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 Chairperson, SC/ST thanking the members for their cooperation.

*Ch*  
23/11/2023  
**Chairperson - (SC/ST)**  
(Dr.Ch. Hanumantha Rao)  
**Dean (Student Affairs)**  
Koneru Lakshmaiah Education Foundation  
(Deemed to be University)  
GreenFields, VADESARAM-522502,  
Guntur Dist, Andhra Pradesh.