

Date: 01/11/2022

## **CIRCULAR**

All the faculty members are hereby informed that a meeting will be held in the **MBA** HoD chamber at 3:00 pm on 01/11/2022 to appoint **Mentors** in the Academic Year 2022-2023 for MBA I-I students. All are advised to attend without fail.

Agenda for the meeting:

- 1. To appoint one mentor for every 23 students.
- 2. To discuss the duties and role of mentors.

Copy to

1. Principal Office

2. IQAC

3. All HoD's

4. Civil Faculty

Principal PRINCIPAL VISAK THITE O ENGINEE Narava. PRINCIPAL VISAKHA INSTITUTE OF ENGINEERING & TECHNOLOGY Narava, Visakhapatnam-530 027.



#### Date: 01/11/2022

### **Meeting Minutes**

A meeting was convened by the Head, Department of MBA for all faculty members of I-I, on 01/11/2022.

Resolutions:

It was decided that the appointed mentor would

- 1. Update periodically academic and extra-curricular record of the allotted mentees performance.
- 2. Intimate periodically parents about their wards attendance and academic performance.
- 3. Build mentor mentees relationship to enhance mentees performance.
- 4. Advice the mentees on how to choose and plan career goals and how to achieve them.
- 5. Advice the mentees related to academics, Health and such issues and give guidance to make them achieve their full potential.
- 6. Plan well for the Scheduled sessions with their respective mentees.

Copy to

- 1. Principal Office
- 2. IQAC
- 3. Civil Faculty
- 4. Notice Board

Principal PRIMOIPAL VISAKHA/COTITUTE OF / ENGINEERING// COHNOLOGY Narava, Visakhatainam-530/027 PRINCIPAL VISAKHA INSTITUTE OF ENGINEERING & TECHNOLOGY Narava, Visakhapatnam-530/027.



#### Date: 01/11/2022

## **CIRCULAR**

With reference to the meeting conducted on 01/11/2022 in MBA HoD Chamber, the below stated faculty members have been assigned the duty of membership for the following I-I students.

S.			Rego	l. No	No. Of	Signature	
No	Name of the mentor	Year	From	То	students	of the mentor	
1	DR K RAJU BABU	1 st	22NT1E0001	22NT1E0030	23	LR OR	N
2	DR S KESHAVA NAGU	1 st	22NT1E0031	22NT1E0053	23	K. freit	
3	DR N NOOKA RAJU	1 st	22NT1E0054	22NT1E0076	23	Notorkay	- )
4	K NAVYA PRIYA	1 st	22NT1E0077	22NT1E0099	23 <	Da.	
5	U. TEJA	1 st	22NT1E00A0	22NT1E00C2	23	CATE .	
6	G KUSUMA KUMARI	1 st	22NT1E00C3	22NT1E00E4	22	Q. Beull	

Copy to

- 1. Principal Office
- 2. IQAC
- 3. Civil Faculty
- 4. Notice Board

Principal

PRINCIPAL VISAKIA ATITUTE OF ENGINEERING & JCHNOKOGY Naraya, Visakijapatham-560 027.

PRINCIPAL VISAKHA INSTITUTE OF ENGINEERING & TECHNOLOGY Narava, Visakhapatnam-530 027.



APPROVED B (Affiliated



Date: 10/11/2022

COLLEGE CODE

### **CIRCULAR**

All the faculty members are hereby informed that a meeting will be held in the MBA HoD chamber at 3:00 pm on 10/11/2022 to appoint Mentors in the Academic Year 2022-2023 for MBA II-I students. All are advised to attend without fail.

Agenda for the meeting:

1. To appoint one mentor for every 14 students.

2. To discuss the duties and role of mentors.

Copy to

1. Principal Office

2. IQAC

3. All HoD's

'4. Civil Faculty

5. Notice Board

Principal

PRINCIPAL VISAKHA TITUTE O ENGINEERING ... CHNO Narava, Visakhapatham-530

PRINCIPAL **VISAKHA INSTITUTE OF** ENGINEERING & TECHNOLOGY

Narava, Visakhapatnam-530 027.





Date: 10/11/2022

COLLEGE CODE

### **Meeting Minutes**

A meeting was convened by the Head, Department of MBA for all faculty members of II-I, on 10/11/2022.

Resolutions:

It was decided that the appointed mentor would

ENGINFERI BY to FD

- 1. Update periodically academic and extra-curricular record of the allotted mentees performance.
- 2. Intimate periodically parents about their wards attendance and academic performance.
- 3. Build mentor mentees relationship to enhance mentees performance.
- 4. Advice the mentees on how to choose and plan career goals and how to achieve them.
- 5. Advice the mentees related to academics, Health and such issues and give guidance to make them achieve their full potential.
- 6. Plan well for the Scheduled sessions with their respective mentees.

Copy to

- 1. Principal Office
- 2. IQAC
- 3. Civil Faculty
- 4. Notice Board

Principal PRINCIPAL UTE O VISAKI .. HINOL C FNGINEERIN

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Narava, VisaXh PRINCIPAL VISAKHA INSTITUTE OF ENGINEERING 5 HNOLOGY Narava, Vişakhapanını. 30 027.



INSTI



Date: 10/11/2022

COLLEGE CODE

## CIRCULAR

With reference to the meeting conducted on 10/11/2022 in MBA HoD Chamber, the below stated faculty members have been assigned the duty of membership for the following II-I students.

S.			Rege	d. No	No. Of	Signature	
No	Name of the mentor	Year	From	То	students	of the mentor	
1	K DIVYA	1 st	21NT1E0001	21NT1E0018	14	1 Acuy	~
2	P BHARATHI	1 st	21NT1E0019	21NT1E0033	14	P.B. Protect	2,
3	S SAINADH	1 st	21NT1E0034	21NT1E0049	14	3.Sto	red
4	P SIRISH	1 st	21NT1E0050	21NT1E0065	14	Sinh.	
5	B ANAND RAO	1 st	21NT1E0066	21NT1E0082	14	Aut	
6	CH SUSMA RANI	1 st	21NT1E0083	21NT1E00A0	14	Sult	
7	DR.N.NOOKA RAJU	1 st	21NT1E00A2	21NT1E00B7	14	Nox 2	T
8	DR K RAJU BABU	1 st	21NT1E00B8	21NT1E00C9	12	K.R. A	A
I			<ul> <li>A service of the servic</li></ul>	L	Lagranda and a star and a star and a star		-

- 1. Principal Office
- 2. IQAC
- 3. Civil Faculty
- 4. Notice Board

Principal TE OF VISA ENGINEE NOLOG Narava, 530 02 HNGIPA ENGINEERING Narava, Visakhapaumi 530 029



Date: 15/03/2023

### **CIRCULAR**

All the faculty members are hereby informed that a meeting will be held in the **MBA** HoD chamber at 3:00 pm on 15/03/2023 to appoint **Mentors** in the Academic Year 2022-2023 for MBA II-II students. All are advised to attend without fail.

Agenda for the meeting:

- 1. To appoint one mentor for every 14 students.
- 2. To discuss the duties and role of mentors.

Copy to

1. Principal Office

2. IQAC

3. All HoD's

4. Civil Faculty

5. Notice Board

Principal PRINCIPAL VISAKHA HISTITUTE OF ENGINEERING Narava, Visakhapatham-530 02 PRINCIPAL

VISAKHA INSTITUTE OF ENGINEERING & TECHNOLOGY Narava, Visakhapatnam-530/027





Date: 15/03/2023

## **Meeting Minutes**

FERING & TE

A meeting was convened by the Head, Department of MBA for all faculty members of II-II, on 15/03/2023.

#### Resolutions:

It was decided that the appointed mentor would

D D D MA

- 1. Update periodically academic and extra-curricular record of the allotted mentees performance.
- 2. Intimate periodically parents about their wards attendance and academic performance.
- 3. Build mentor mentees relationship to enhance mentees performance.
- 4. Advice the mentees on how to choose and plan career goals and how to achieve them.
- 5. Advice the mentees related to academics, Health and such issues and give guidance to make them achieve their full potential.
- 6. Plan well for the Scheduled sessions with their respective mentees.

Principal

PRINCIPAL TITUTE OF VISAKI ENGINEERIN CHINOL Narava, Visakhapamam-530 PRINCIPAL VISAKHA INSTITUTE OF ENGINEERING & TOCHNOLD Narava, Visakhapatric

Copy to

- 1. Principal Office
- 2. IQAC
- 3. Civil Faculty
- 4. Notice Board



Date: 15/03/2023

## **CIRCULAR**

With reference to the meeting conducted on 15/03/2023 in MBA HoD Chamber, the below stated faculty members have been assigned the duty of membership for the following II-II students.

S.			Reg	d. No	No. Of	Signature
No	Name of the mentor	Year	From	То	students	of the mentor
1	K DIVYA	1 st	21NT1E0001	21NT1E0018	14	K. Dens.
2	P.BHARATHI	1 st	21NT1E0019	21NT1E0033	14	D. Bhardth
3	S.SAINADH	1 st	21NT1E0034	21NT1E0049	14	C.C.A
4	P.SIRISH	1 st	21NT1E0050	21NT1E0065	14	Sieth.
5	B ANAND RAO	1 st	21NT1E0066	21NT1E0082	14 .	And
6	CH SUSMA RANI	1 st	21NT1E0083	21NT1E00A0	14	Sechue
7	DR.N.NOOKA RAJU	1 st	21NT1E00A2	21NT1E00B7	14	NIKERCU
8	DR K RAJU BABU	1 st	21NT1E00B8	21NT1E00C9	12	IR.R. A

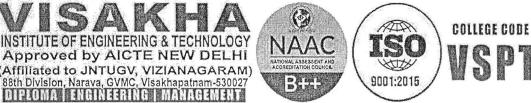
Copy to

- 1. Principal Office
- 2. IQAC
- 3. Civil Faculty
- 4. Notice Board

Principal PRINCIPAL VISAKHA STITUTE OF ENGINEERING LIECHNOLOGY Narava, Visakhapainam-530 027 PRINCIPAL

VISAKHA INSTITUTE OF ENGINEERING & TECHNOLÓGY Narava, Visakhapatnam-530 027.





Date: 16/03/2023

### **CIRCULAR**

All the faculty members are hereby informed that a meeting will be held in the MBA HoD chamber at 3:00 pm on 16/03/2023 to appoint Mentors in the Academic Year 2022-2023 for MBA I-II students. All are advised to attend without fail.

Agenda for the meeting:

1. To appoint one mentor for every 23 students.

2. To discuss the duties and role of mentors.

Principal

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PRINCIPAL VISAKH/ ENGINEE

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ENGINEERING & TECHNOLOGY

Narava, Visakhapatnam-530 027.

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Copy to

1. Principal Office

2. IQAC

3. All HoD's

4. Civil Faculty





Date: 16/03/2023

### **Meeting Minutes**

A meeting was convened by the Head, Department of MBA for all faculty members of I-II, on 16/03/2023.

**Resolutions:** 

It was decided that the appointed mentor would

8th Division, Narava, GVM

- 1. Update periodically academic and extra-curricular record of the allotted mentees performance.
- 2. Intimate periodically parents about their wards attendance and academic performance.
- 3. Build mentor mentees relationship to enhance mentees performance.
- 4. Advice the mentees on how to choose and plan career goals and how to achieve them.
- 5. Advice the mentees related to academics, Health and such issues and give guidance to make them achieve their full potential.
- 6. Plan well for the Scheduled sessions with their respective mentees.

Principal

PRINCIPAL UTE OF VISA HNOLO ENGINE Mhapsu. Narava.

PRINCIPAL VISAKHA INSTITUTE OF ENGINEERING & TECHNOLOG) Narava, Visakhapatnam-530 027

Copy to

- 1. Principal Office
- 2. IQAC
- 3. Civil Faculty
- 4. Notice Board





Date: 16/03/2023

### **CIRCULAR**

With reference to the meeting conducted on 16/03/2023 in MBA HoD Chamber, the below stated faculty members have been assigned the duty of membership for the following I-II students.

S.		Yea	Rego	1. No	No. Of	Signature
No	Name of the mentor	r	From	То	students	of the mentor
1	DR K RAJU BABU	1 st	22NT1E0001	22NT1E0030	23	1R-781
2	DR S KESHAVA NAGU	1 st	22NT1E0031	22NT1E0053	23	C. Kur Ma
3	DR N NOOKA RAJU	1 st	22NT1E0054	22NT1E0076	23	Non Cay
4	K NAVYA PRIYA	1 st	22NT1E0077	22NT1E0099	23	R ML
5	U. TEJA	1 st	22NT1E00A0	22NT1E00C2	23	URA.
6	G KUSUMA KUMARI	1 st	22NT1E00C3	22NT1E00E4	22	B. Kui

HoI

Copy to

- 1. Principal Office
- 2. IQAC
- 3. Civil Faculty
- 4. Notice Board

Principal

PRINCIPAL VISAKHI PITITUTE OF ENGINEERING THNOLOGY Narava, Visa hapatham-530 927.

PRINCIPAL VISAKHA INSTITUTE OF ENGINEERING & TECHNOLOGY Narava, Visakhapatnam-530 027





Date : 17/03/2023

## **CIRCULAR**

All the faculty members are hereby informed that a meeting will be held in the BASIC SCIENCE AND HUMANITIES HoD chamber at 3:00 pm on 18/03/2023 to appoint Mentors for the Academic Year 2022-2023 for B.Tech I-II students. All are advised to attend without fail.

Agenda for the meeting:

1. To appoint one mentor for 25-30 students.

ENGINEERING &

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2. To discuss the duties and role of mentors.

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Copy to

1. Principal Office

2. IQAC

3. Basic Science and Humanities Faculty

rincipal CIPA **VISAKHA INSTITUTE OF** ENGINEERING & TECHNOLOGY Narava, Visakhapatnam-530 02."





COLLEGE CODE

Date: 20/03/2023

### **Minutes Of Meeting**

A meeting was convened by the Head, Department of Basic Science And Humanities for all faculty members of I-II on 20/03/2023.

#### **Resolutions:**

It was decided that the appointed mentor would

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- 1. Update periodically academic and extra-curricular record of the allotted mentees performance.
- 2. Intimate periodically parents about their wards attendance and academic performance.
- 3. Advice the mentees on how to choose and plan career goals and how to achieve them.
- 4. Accurately assesseing mentee's understanding of disciplinary knowledge and skills.
- 5. Plan well for the Scheduled sessions with their respective mentees.

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Principal CIPAI VISAKHA INSTITUTE OF ENGINEERING & TECHNOLOGY Narava, Visakhapatnam 530 027

Copy to

1. Principal Office

2. IQAC

- 3. Basic Science and Humanities Faculty
- 4. Notice Board







Date : 20/03/2023

COLLEGE CODE

# **CIRCULAR**

With reference to the meeting conducted on 20/03/2023 in Basic Science and Humanities HoD Chamber, the below stated faculty members have been assigned the duty of membership for the following I-II students.

S.	Name of the	Year /	Rego	l. No	No. Of	Signature of
No	mentor	Branch	From	· To	students	the mentor
		I/CIVIL	22NT1A0101	22NT1A0107	07	0.
1	M.UDAY BHASKAR	I/EEE	22NT1A0201	22NT1A0204	04	un
		I/CSE-CS	22NT1A4601	22NT1A4620	20	
2	K.VARA LAKSHMI	I/ECE	22NT1A0401	22NT1A0430	30	K. Varal
3	P.CHARISHMA	I/ECE	22NT1A0431	22NT1A0457	27	3. Charihm
4	S.KALPANA	I/CSE-AI	22NT1A4201	22NT1A4230	30 (	Scharter
			22NT1A4401	22NT1A4419	19	
5	A. ANURADHA	I/CSE-DS I/MECH	22NT1A0301	22NT1A0304	04	R
6	N.PUSHPA	I/CSE	22NT1A0501	22NT1A0530	30	N. Aust
7	J.SRINIVAS	I/CSE	22NT1A0531	22NT1A0560	30	J. Stinivas
8	S.NIKITHA	I/CSE	22NT1A0561	22NT1A0590	30	Splitett_
9	R.VARA LAKSHMI	I/CSE	22NT1A0591	22NT1A05C5	35	Alin

Healvoithe Department Bask HoDnces& Humanities

- 1. Principal Office
- 2. IQAC
- 3. Basic Science and Humanities Faculty
- 4. Notice Board

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Date : 01/12/2022

# **CIRCULAR**

All the faculty members are hereby informed that a meeting will be held in the CSE HoD chamber at 4:00 pm on 01/12/2022 to appoint **Mentors** in the Academic Year 2022-2023 for B.Tech II-II, III-II, & IV-II students. All are advised to attend without fail.

Agenda for the meeting:

1. To appoint one mentor for 20-25 students.

2. To discuss the duties and role of mentors.

Copy to

1. Principal Office

2. IQAC

3.All HoD's

4. CSE Faculty

VISARMACINETITU PTE OF -NGINEERING & FECHNOLOG: Nerava VISAKHA INSTITUTE OF ENGINEERING & TECHNOLOGY Narava, Visakhapatnam-530 027





Date : 27/09/2022

LLEGE CODE

## **CIRCULAR**

All the faculty members are hereby informed that a meeting will be held in the BASIC SCIENCE AND HUMANITIES HoD chamber at 11:00Am on 28/09/2022 to appoint Mentors for the Academic Year 2022-2023 for B.Tech I-I students. All are advised to attend without fail.

Agenda for the meeting:

1. To appoint one mentor for 25-30 students.

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2. To discuss the duties and role of mentors.

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Copy to

1. Principal Office

2. IQAC

3. Basic Science and Humanities Faculty







CALLEGE CODE

Date: 28/04/2022

## **Minutes Of Meeting**

A meeting was convened by the Head, Department of Basic Science And Humanities for all faculty members of I-I on 28/04/2022.

#### **Resolutions:**

It was decided that the appointed mentor would

iated

- 1. Update periodically academic and extra-curricular record of the allotted mentees performance.
- 2. Intimate periodically parents about their wards attendance and academic performance.
- 3. Advice the mentees on how to choose and plan career goals and how to achieve them.
- 4. Accurately assesseing mentee's understanding of disciplinary knowledge and skills.
- 5. Plan well for the Scheduled sessions with their respective mentees.

Depa les& numanities

ENGIN Principal Narav ENGINEERING & TECHNOLOGY Narava, Visakhapatnam-530 027.

- 1. Principal Office
- 2. IOAC
- 3. Basic Science and Humanities Faculty
- 4. Notice Board



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# **CIRCULAR**

With reference to the meeting conducted on 28/09/2022 in Basic Science and Humanities HoD Chamber, the below stated faculty members have been assigned the duty of membership for the following I-I students.

S.	Name of the	Year /	Rego	l. No	No. Of	Signature of
No	mentor	Branch	From	То	students	the mentor
1	M.UDAY BHASKAR	I/CIVIL I/EEE	22NT1A0101 22NT1A0201	22NT1A0107 22NT1A0204	07 04	10
1	M.ODAT DIIASKAI	I/CSE-CS	22NT1A4601	22NT1A4620	20	0
2	K.VARA LAKSHMI	I/ECE	22NT1A0401	22NT1A0430	30	KNaraf.
3	P.CHARISHMA	I/ECE	22NT1A0431	22NT1A0457	27	P. Charushine
4	S.KALPANA	I/CSE-AI	22NT1A4201	22NT1A4230	30	S. Falpon
5	A. ANURADHA	I/CSE-DS I/MECH	22NT1A4401 22NT1A0301	22NT1A4419 22NT1A0304	19 04	\$
6	N.PUSHPA	I/CSÉ	22NT1A0501	22NT1A0530	30	N. Just -
7	J.SRINIVAS	I/CSE	22NT1A0531	22NT1A0560	30	J. Solinivas
8	S.NIKITHA	I/CSE	22NT1A0561	22NT1A0590	30	Splitt
9	R.VARA LAKSHMI	I/CSE	22NT1A0591	22NT1A05C5	35 -	KAL

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- 1. Principal Office
- 2. IQAC
- 3. Basic Science and Humanities Faculty
- 4. Notice Board

ENGINEERING & TECHNOL Narava, VisaRhapetpath - 53002

PRINCIPAL VISAKHA POLYTECHNIC OF AGRICULTURALENGINEERING 88th DIVISION, NARAVA, VISAKHAPATNAM-530 027.





Date: 06/09/2023

### **CIRCULAR**

All the faculty members are hereby informed that a meeting will be held in the CIVIL HoD chamber at 3:00 pm on 06/09/2023 to appoint Mentors in the Academic Year 2022-2023 for B.Tech II-I, III-I, & IV-I students. All are advised to attend without fail.

Agenda for the meeting:

1. To appoint one mentor for 20-25 students.

rava, GVMC, Vis

2. To discuss the duties and role of mentors.

Ho deard of ogriment CIVII sument Meakina institute J Salaineering a Technolog. Copy to

1. Principal Office

2. IQAC

3. All HoD's

4. Civil Faculty

5. Notice Board

Principal

PRINCIPAL VISAKHA INSTITUTE OF ENGINEERADO & TECHNOLO Naravo 52 PRINCIPAL

VISAKHA INSTITUTE OF ENGINEERING & TECHNOLOGY Narava, Visakhapalnam-530 027.



NSTITUTE OF





#### Date: 07/09/2023

### **Meeting Minutes**

A meeting was convened by the Head, Department of Civil for all faculty members of II-I, III-I, & IV-I on 06/09/2023.

## Resolutions:

It was decided that the appointed mentor would

- 1. Update periodically academic and extra-curricular record of the allotted mentees performance.
- 2. Intimate periodically parents about their wards attendance and academic performance.
- 3. Build mentor mentees relationship to enhance mentees performance.
- 4. Advice the mentees on how to choose and plan career goals and how to achieve them.
- 5. Advice the mentees related to academics, Health and such issues and give guidance to make them achieve their full potential.
- 6. Plan well for the Scheduled sessions with their respective mentees.

the Luparment Civil Department Vinetha institute J Engineering & Technolog,

Copy to

- 1. Principal Office
- 2. IQAC
- 3. Civil Faculty
- 4. Notice Board

Principal

PRO. 1.401 VISAKHA/INSTITUTE OF ENGINEERING & TECHNOLO Narava, Visa apatru

PRINCIPAL **VISAKHA INSTITUTE OF ENGINEERING & TECHNOLOGY** Narava, Visakhapatnam-530 027.



INSTI







Date: 07/09/2023

## **CIRCULAR**

With reference to the meeting conducted on 06/09/2023 in Civil HoD Chamber, the below stated faculty members have been assigned the duty of membership for the following II-I, III-I, & IV-I students.

S.	Name of the	Year /	Regd. No		No. Of	Signature of the
No	mentor	Branch	From	То	students	mentor
1	V.BHARGAVI	IV/CE	196G1A0101	206G5A0113	16.	R
2	CH.SAI KIRAN	III/CE	20NT1A0101	21NT5A0112	20	Sh -
3	J.NARENDRA	III/CE	21NT5A0113	21NT5A0133	20	J. Macadra
4	Y.PRIYANKA	III/CE	21NT5A0134	21NT5A0155	20	
5.	S.AVINASH	III/CE	21NT5A0156	21NT5A0'181'	23	1) Joiyanto
6	K.JAGAN	II/CE	21NT1A0101	22NT5A0116	20	3. Jonesh
7	T.NANDINI	II/CE	22NT5A0117	22NT5A0137	21	TiNandini



Copy to 🔹

- 1. Principal Office
- 2. IQAC
- 3. Civil Faculty
- 4. Notice Board

Principal PRINCIPA VISAKHAINS ENGINEERING & TF Nalava, ,

PRINCIPAL VISAKHA INSTITUTE OF ENGINEERING & TECHNOLOGY Natava, Visakhapatham-530 027.





Date : 02/07/2022

### CIRCULAR

All the faculty members are hereby informed that a meeting will be held in the EEE HoD chamber at 4:00 pm on 02/07/2022 to appoint Mentors in the Academic Year 2022-2023 for B.Tech II-I, III-I, & IV-I students. All are advised to attend without fail.

Agenda for the meeting:

1. To appoint one mentor for 20-25 students.

ENGINEERING & TECHNOLOGY

Approved by AICTE NEW DELHI

NE

2. To discuss the duties and role of mentors.

Department Head of Department of EEE Visakha Institute of Engg. and Tech.

Copy to

1. Principal Office

2. IQAC

3.All HoD's

4. EEE Faculty

Principal VISAKHA ITE OF ENGINEER Narava, V PRINCIPAL VISAKHA INSTITUTE OF **ENGINEERING & TECHNOLOGY** Narava, Visakhapalnam-530 027.





Date : 04/07/2022

## **Meeting Minutes**

A meeting was convened by the Head, Department of EEE for all faculty members of II-I, III-I, & IV-I on 04/07/2022.

Resolutions:

It was decided that the appointed mentor would

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Approved by AICTE NEW DELHI Affiliated to JNTUK, KAKINADA)

Jarava GVMC, Visakhaoatnam

- 1. Update periodically academic and extra-curricular record of the allotted mentees performance.
- 2. Intimate periodically parents about their wards attendance and academic performance.
- 3. Build mentor mentees relationship to enhance mentees sail-asteem and performance.
- 4. Advice the mentees on how to choose and plan career goals and how to achieve them.
- 5. Advice the mentees related to academics, Health and such issues and give guidance to make them achieve their full potential.
- 6. Plan well for the Scheduled sessions with their respective mentees.

Department Head of Hod Department of EEE Isakha Institute of Engg. and Tech.

- 1. Principal Office
- 2. IQAC
- 3. EEE Faculty
- 4. Notice Board

Principal VISAKI ENGINE PRINCIPAL **VISAKHA INSTITUTE OF** ENGINEERING & NOLOGY Narava, Visakhapauren 102 027.





#### Date : 04/07/2022

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## **CIRCULAR**

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With reference to the meeting conducted on 04/07/2022 in EEE HoD Chamber, the below stated faculty members have been assigned the duty of membership for the following II-I, III-I, & IV-1 students.

S.	Name of the	Year /	Rego	l. No	No. Of	Signature of
No	mentor	Branch	From	To	students	the mentor
1	T. Santhosh	IV/ EEE	20NT5A0201	20NT5A0225	22	A land
		III/ EEE	20NT1A0201	20NT1A0207		
2	R. Maha Lakshmi	III/ EEE	21NT5A0201	21NT5A0218	25	AB_
3	P. Ravi Kumar	III/ EEE	21NT5A0219	21NT5A0253	24	(for
		IV/ EEE	20NT5A0226	20NT5A0236	- 24	CUBIC Svikuot
4	CH.B.R. Srikanth	III/ EEE	21NT5A0254	21NT5A0266		
	CH. Bala	IV/ EEE	20NT5A0238	20NT5A0247	20	85
5	Saraswathi	II/ EEE	21NT1A0202	21NT1A0208	20	
6	K.Rajani	II/ EEE	. 22NT5A0201	22NT5A0230	24	St.
7	Buridi Ganesh	III/ EEE	21NT5A0267	21NT5A0295	25	Comm
	K.Lakshmi Seshu	IV/ EEE	20NT5A0249	20NT5A0257	24	Junali,
8	Kumari	II/ EEE	22NT5A0231	22NT5A0249	24	function
9	K Gnananand	II/EEE	22NT5A0250	22NT5A0272	23	kG-

Head of the Department Department of EEE sakha Institute of Engg. and Tech.

Copy to

1. Principal Office

2. IQAC

3. EEE Faculty

4. Notice Board

Principal 5 **VISAKHAINSTITUTE OF** ENGINEERING & TECHNOLOCY Narava, Vi6 530

n VISAKHA INSTITUTE OF ENGINEERING & TECHNOLOG Narava, Visakhapatnam-530 027.



Approved by AICTE NEW DELHI XIT DAY 9001:2015

#### Date : 01/12/2022

COLLEGE CODE

### **CIRCULAR**

All the faculty members are hereby informed that a meeting will be held in the EEE HoD chamber at 4:00 pm on 01/12/2022 to appoint Mentors in the Academic Year 2022-2023 for B.Tech II-II, III-II, & IV-II students. All are advised to attend without fail.

Agenda for the meeting:

1. To appoint one mentor for 20-25 students.

2. To discuss the duties and role of mentors.

Department Head of the Department of EEE Visakha Institute of Engg. and Tech.

Copy to

1. Principal Office

2. IQAC

3.All HoD's

4. EEE Faculty

Principal PRI VISAKHANSTT EOF ENGINEERING E. OLOGY Narava. 61 RINCIPAL VISAKHA INSTITUTE OF ENGINEERING & TECHNOLOGY Narava, Visakhapatnam-530 027,





Date : 05/12/2022

### **Meeting Minutes**

ENGINEERING & TECHNOLOG

pproved by AICTE NEW DELHI

A meeting was convened by the Head, Department of EEE for all faculty members of II-II, III-II & IV-II on 05/12/2022.

#### Resolutions:

It was decided that the appointed mentor would

- 1. Update periodically academic and extra-curricular record of the allotted mentees performance.
- 2. Intimate periodically parents about their wards attendance and academic performance.
- 3. Build mentor mentees relationship to enhance mentees sail-asteem and performance.
- 4. Advice the mentees on how to choose and plan career goals and how to achieve them.
- 5. Advice the mentees related to academics, Health and such issues and give guidance to make them achieve their full potential.
- 6. Plan well for the Scheduled sessions with their respective mentees.

partment Head Department of EEE Visakha Institute of Engg. and Tech.

#### Copy to

- 1. -Principal Office
- 2. IQAC
- 3. EEE Faculty
- 4. Notice Board

Principal VISAK UTE OF ENGINEE HNOLOC Narava. VISAKHA INSTITUTE OF

ENGINEERING & TECHNOLOGY Narava, Visakhapatnam-530 027.



Approved by AICTE NEW DELHI (Affiliated to JNTUK, KAKINADA) 88th Division, Narava, GVMC, Visakhapatnam-530027

COLLEGE CODE 9001:2015

Date : 05/12/2022

## **CIRCULAR**

With reference to the meeting conducted on 05/12/2022 in EEE HoD Chamber, the below stated faculty members have been assigned the duty of membership for the following II II-II, III-II, & IV-II students.

S.	Name of the	Year /	Rego	l. No	No. Of	Signature of
No	mentor	Branch	From	То	students	the mentor
1	T. Santhosh	IV/ EEE	20NT5A0201	20NT5A0225	22	A
		III/ EEE	20NT1A0201	20NT1A0207		4
2	R. Maha Lakshmi	III/ EEE	21NT5A0201	21NT5A0218	25	Q *
3	P.Ravi Kumar	III/ EEE	21NT5A0219	21NT5A0253	24	Roby
	K.Lakshmi Seshu	IV/ EEE	20NT5A0226	20NT5A0236	24	ant
4	Kumari	III/ EEE	21NT5A0254	21NT5A0266	24	Kumasu
-	CH. Bala	IV/ EEE	20NT5A0238	20NT5A0247	20	0.8
5	Saraswathi	II/ EEE	21NT1A0202	21NT1A0208	20	BS-
6	Buridi Ganesh	II/ EEE	22NT5A0201	22NT5A0230	24	Conum
7	K.Rajani	III/ EEE	21NT5A0267	21NT5A0295	25	d.
	CH.B.R. Srikanth	IV/ EEE	20NT5A0249	20NT5A0257	24	CATBR Siketh
8	CH.D.R. DIRaini	II/ EEE	22NT5A0231	22NT5A0249	24	GOTSK
9	K Gnananand	II/EEE	22NT5A0250	22NT5A0272	23	KB

Head off90 Department Department of EEE Visakha Institute of Engg. and Tech.

Copy to

- 1. Principal Office
- 2. IQAC
- 3. EEE Faculty
- 4. Notice Board

Principal

NOLO PRINCIPAL

VISAKHA INSTITUTE OF ENGINEERING & TECHNOLOGY Narava, Visakhapatum 300 027





DATE: 15-06-2022

#### **CIRCULAR**

With reference to the meeting conducted on 15-06-2022 in CSE HoD chamber, the below stated faculty members have been assigned the duty of mentorship for the following II-II B.Tech to IV-I B.Tech to III-I B.Tech students.

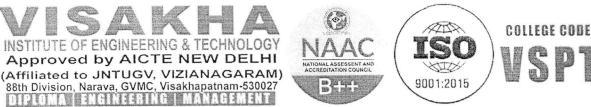
S.No.	Name of the	Year/Bra	Regd. No.		No. of	Signature
	Mentor	nch	From	То	Students	of the
						Mentor
	KRISHNA	II/CSE	20NT1A0501	20NT1A05030	24	RUPENDYA
1	RUPENDRA SINGH					Singh
2	MV Priyadarshini	II/CSE	20NT1A0531	20NT1A0564	23	Davishi
3	G SWATHI	II/CSE	20NT1A0565	20NT1A0597	21	Swather/
4	K SHANKAR	II/CSE	20NT1A0598	20NT1A0515	21	Shandloor
5	P PRASAD	II/CSE	20NT1A0516	20NT1A0536	21	Parayod
6	M . USHA	II/CSE	20NT1A0537	20NT1A0557	21	Usha
7	K. RUKMINI DURGA	III/CSE	19521A0501	19521A0525	25	KRDigg
8	G.AMALA DEVI	IV/CSE	18521A0501 18NT1A0501	18521A0520 18NT1A0518	22	G. Devi
9	GUDEPU	IV/CSE	18NT1A0519	18NT1A0542	22	G. Lavanya
	LAVANYA		19NT5A0503	19NT5A0505		

PRINCIPAL

GINEERING & TECHNOLOCY Narava, Visakhapatnam - 530027 PRINCIPAL

VISAKHA INSTITUTE OF ENGINEERING & TECHNOLOGY Narava, Visakhapatnam-530 027.





#### Date: 14-06-2022

#### **Meeting Minutes**

A meeting was convened by the Head of the Department of CSE for all faculty members II-I. B.Tech IIIIB.Tech and IVIB.Tech on 14-06-2022.

Resolutions:

It was decided that the appointed mentors would

- Academic and Extra-Curricular performance of the allotted mentees should be updated and maintained regularly 1.
- Apprise the attendance and academic performance of the wards to their parents periodically. 2.
- Strengthen the relation between mentor and mentee to improve mentee's self-esteem and performance. 3.
- Train and guide the mentees on how to choose and plan career goals as well as how to achieve them. 4.
- To help the mentees achieve their potential, train and guide them in matters related to academics, health and any 5. other issues.
- 6. Draw up a detailed plan for the scheduled sessions with their respective Mentees

OMA ENGINEERING MANAGEMENT

- 1. Principal office
- 2. IQAC
- 3. CSE Faculty
- 4. Notice board

PRINCIPAL AIT. TITUTE OF JINEERING & TECHNOLO Narava, Visakhapatnam - 5300; PRINCIPAL VISAKHA INSTITUTE OF ENGINEERING & TECHNOLOGY Narava, Visakhapathan 100 027.



Date : 05/12/2022

### **Meeting Minutes**

A meeting was convened by the Head, Department of CSE for all faculty members of II-II, III-II & IV-II on 05/12/2022.

Resolutions:

It was decided that the appointed mentor would

- 1. Update periodically academic and extra-curricular record of the allotted mentees performance.
- 2. Intimate periodically parents about their wards attendance and academic performance.
- 3. Build mentor mentees relationship to enhance mentees sail-asteem and performance.
- 4. Advice the mentees on how to choose and plan career goals and how to achieve them.
- 5. Advice the mentees related to academics, Health and such issues and give guidance to make them achieve their full potential.
- 6. Plan well for the Scheduled sessions with their respective mentees.

ENGINEERING & Narava, Visakhapatnam

- 1. Principal Office
- 2. IQAC
- 3. CSE Faculty
- 4. Notice Board



Date : 05/12/2022

PRINCIPAL VISAKHA INSTITUTE OF ENGINEERING

OGY 27

Narava, Visakhapan

### **CIRCULAR**

With reference to the meeting conducted on 05/12/2022 in CSE HoD Chamber, the below stated faculty members have been assigned the duty of membership for the following II II-II, III-II, & IV-II students.

S.	Name of the	Year /	Reg	d. No	No. Of	Signature of
No	mentor	Branch	From	То	students	the mentor
		IV/CSE	19521A0501	19521A0503		0
1.	K Rupendra Singh	III/CSE	20NT1A0501	20NT1A0514	23	1 ADG
		II/ CSE	21NT1A0501	21NT1A0510	-	1 VD
		IV/CSE	19521A0504	19521A0509		
2.	K Govinda Rao	III/CSE	20NT1A0515	20NT1A0525	24	P N 100
		II/ CSE	21NT1A0511	21NT1A0521		56 Dane
		IV/CSE	19521A0510	19521A0513		1
3.	G Amala Devi	III/ CSE	20NT1A0527	20NT1A0541	24	A
	<u> </u>	II/CSE	21NT1A0522	21NT1A0533	1	A
		IV/CSE	19521A0515	19521A0517		Suc
4.	D Haritha	III/ CSE	20NT1A0546	20NT1A0557	23	
		II/CSE	21NT1A0534	21NT1A0543	1	NA
		IV/CSE	19521A0521	19521A0523		1
5.	Usha Matta	III/ CSE	21NT1A0558	21NT1A0569	24	Roc
		II/ CSE	21NT1A0544	21NT1A0555		A
	V D. 1 1	IV/ CSE	19521A0524	19NT1A0501		Kourge
6.	K Rukmini durga	III/ CSE	21NT1A0570	21NT1A0588	2.4	
	2	II/ CSE	21NT1A0558	21NT1A0567		
i,	1	IV/CSE	19NT1A0502	19NT1A0504		
7.	P Prasada Rao	III/ CSE	20NT1A0591	20NT1A05A5	24	R
		II/CSE	21NT1A0568	21NT1A0578		COP
		IV/ CSE	19NT1A0505	19NT1A0508		
8.	R N E V B Aliveni	III/CSE	21NT5A0501	20NT5A0512	24	liven
		II/ CSE	21NT1A0580	21NT1A0590		9
9.		IV/ CSE	19NT1A0509	19NT1A0513	24	
	B.Venkata Rao	III/CSE	20NT1A0513	20NT1A0525		Contra
		II/CSE	21NT1A0591	21NT1A0599	-	UDE
10.		IV/ CSE	19521A0514	19NT1A0517	24	D wrenno
	B.Pavani	III/ CSE	21NT1A0526	21NT1A0537		
		II/ CSE	21NT1A05A0	21NT1A05A8	$\cap$	Wr~



11.		IV/CSE	19NT1A0518	19NT1A0520		
	G.Lavanya	III/ CSE	20NT1A0538	20NT1A0549	24	: 10
		II/CSE	21NT1A05A9	21NT1A05B9		
12.		IV/CSE	19NT1A0522	19NT1A0525		A
	P.Gopinath	III/CSE	21NT5A0550	21NM5A0501	18	(Qan
		II/ CSE	21NT1A05C0	21NT1A05C4		Nº.

- 1. Principal Office
- 2. IQAC
- 3. CSE Faculty
- 4. Notice Board

PhincipalPAL VISAKHA INSTITUTE ENGINERAING & Maraval TECHNE PRINCIPAL VISAKHA INSTITUTE OF ENGINEERING & TECHNOLOGY Narava, Visakhapatnam-530 027.





Date : 05/09/2022

## **CIRCULAR**

All the faculty members are hereby informed that a meeting will be held in the MECHANICAL HoD chamber at 3:00 pm on 05/09/2022 to appoint Mentors in the Academic Year 2022-2023 for B.Tech II-I, III-I, & IV-I students. All are advised to attend without fail.

Agenda for the meeting:

1. To appoint one mentor for 20-25 students.

to JNTUK,

2. To discuss the duties and role of mentors.

Principal

PRINCIPAL VISAKHA INSTITUTE OF ENGINEERING & TECHNOLOGY TH DIVISION, NARAVA VISAKHAPATNAM

> PRINCIPA VISAKHA INSTITUTE OF ENGINEERING & TECHNOLOGY Narava, Visakhapatnam-539 027.

Copy to

- 1. Principal Office
- 2. IQAC
- 3.All HoD's

4. Mechanical Faculty



INSTITUTE OF ENGINEERING & TECHNOLOGY APPROVED BY AICTE, NEW DELHI (Affiliated to JNTUK, Kakinada) 57<sup>th</sup> Division, GVMC, Narava, Visakhapatnam. DIPLOMA | ENGINEERING | MANAGEMENT



Date : 07/09/2023

### **CIRCULAR**

With reference to the meeting conducted on 07/09/202**3**-in Mechanical HoD Chamber, the below stated faculty members have been assigned the duty of membership for the following II-I, III-I, & IV-I students.

S.	Name of the	Year /	Regd. No		No. Of	Signature of the
No	mentor	Branch	From	To	students	mentor
1	CHANDRA KALA V	IV/MECH	16981A03A8	20NT5A0315	20	Chel
2	USHA KIRAN KUMAR S	IV/MECH	20NT5A0316	20NT5A0335	20	ushakiren
3	JAGADESWARA RAO KARE	IV/MECH	20NT5A0336	20NT5A0355	20	Jagadueph Harre.
4	BULA VINODH KUMAR	IV/MECH	20NT5A0356	20NT5A0376	20	Q
5	ARIPAKA RAVI TEJA	IV/MECH	20NT5A0377	20NT5A0393	20	Range
6	CH KIRANKUMAR	III/MECH	20NT1A0301	21NT5A0319	25	chitler,
7	BUDHA UMADEVI	III/MECH	21NT5A0320	21NT5A0346	25	clina
8	MEKALA DEEPTHI	III/MECH	21NT5A0347	21NT5A0374	25	M; DO2Pthi
9	G SIVA KARUNA	III/MECH	21NT5A0375	21NT5A03A6	25	do-
10	I SATYA	III/MECH	21NT5A03A7	21NT5A03D3	25	F'Serty
11	K CHANDANA	III/MECH	21NT5A03D4	21NT5A03G3	25	K.Champh
12	KANTE RAVINDRA	III/MECH	21NT5A03G4	21NT5A03J2	25	K Rawindra
13	A NARENDRA KUMAR	III/MECH	21NT5A03J3	21NT5A03L8	25	Ad
14	A SHANMUKHE	III/MECH	21NT5A03L9	21NT5A03O4	25	A · Shanymuka
15	GSIVA KUMAR	III/MECH	21NT5A03O5	21NT5A03P9	25	Gi giva Kumar
16	U.S.M.K. PATRO	II/MECH	21NT1A0301	22NT5A0315	25	US DAK TRATED
17	P.V. RANGACHARYULU	II/MECH	22NT5A0316	22NT5A0340	25	Au
18	Dr T.V RAO	II/MECH	22NT5A0341	22NT5A0365	25	D.r. Fin Rawid
19	Dr T SATYANARAYANA	II/MECH	22NT5A0366	22NT5A0390	25	Dr.T. Saubyn
20	A.MURALI	II/MECH	22NT5A0391	22NT5A03A8	18	Geod
21	K.CHANDANA	II/MECH	22NT5A03A9	22NT5A03C6	18	[ chedado



Copy to

13. Principal Office

14. IQAC

15. Mechanical Faculty

Principal

571

VISAKHA INSTITUTE OF ENGINEERING & TECHNOLOGY Narava, Visakhapatnam-530 027,





Date: 07/09/2023

### **Meeting Minutes**

NEW DELHI , Kakinada)

TIK. vision, GVMC, Narava, Visakhapatnam DIPLOMA | ENGINEERING | MANAGEMENT

A meeting was convened by the Head, Department of Mechanical for all faculty members of II-I, III-I, & IV-I on 07/09/2023

#### Resolutions:

It was decided that the appointed mentor would

- 1. Update periodically academic and extra-curricular record of the allotted mentees performance.
- 2. Intimate periodically parents about their wards attendance and academic performance.
- 3. Build mentor mentees relationship to enhance mentees sail-asteem and performance.
- 4. Advice the mentees on how to choose and plan career goals and how to achieve them.
- 5. Advice the mentees related to academics, Health and such issues and give guidance to make them achieve their full potential.
- 6. Plan well for the Scheduled sessions with their respective mentees.

- 17. Principal Office
- 18. IQAC
- 19. Mechanical Faculty
- 20. Notice Board

Principal PRINCIPAL TITUTE OF VISAKHA FNGINEER IN DIVISION A





COLLEGE CODE

Date : 23/02/2023

## **CIRCULAR**

All the faculty members are hereby informed that a meeting will be held in the **MECHANICAL** HoD chamber at 3:00 pm on 23/02/2023 to appoint **Mentors** in the Academic Year 2022-2023 for B.Tech II-II, EI-II, & IV-II students. All are advised to attend without fail.

Agenda for the meeting:

1. To appoint one mentor for 20-25 students.

2. To discuss the duties and role of mentors.



Copy to

1. Principal Office

2. IQAC

- 3.All HoD's
- 4. Mechanical Faculty
  - 5. Notice Board

Principal

The A



57



Date : 26/02/2023

# **Meeting Minutes**

A meeting was convened by the Head, Department of Mechanical for all faculty members of II-II, III-II, & IV-II on 26/02/2023.

#### Resolutions:

It was decided that the appointed mentor would

to

- 1. Update periodically academic and extra-curricular record of the allotted mentees performance.
- 2. Intimate periodically parents about their wards attendance and academic performance.
- 3. Build mentor mentees relationship to enhance mentees sail-asteem and performance.
- 4. Advice the mentees on how to choose and plan career goals and how to achieve them.
- 5. Advice the mentees related to academics, Health and such issues and give guidance to make them achieve their full potential.
- 6. Plan well for the Scheduled sessions with their respective mentees.

Copy to

- 21. Principal Office
- 22. IQAC
- 23. Mechanical Faculty
- 24. Notice Board

PRINCIPAL VISAKHA INSTITUTE OF ENGINEERING & TECHNOLOGY 37th DIVISION, NARAVA. VISAKHAPATNAN - 27 PRINCIPAL VISAKHA INSTITUTE OF HNOLOGY ENGINEERING ? Narava, Visakhapaurum 530 027

Principal





COLLEGE CODE

Date : 26/02/2023

# **CIRCULAR**

ated to JNTUK,

With reference to the meeting conducted on 08/03/2023 in Mechanical HoD Chamber, the below stated faculty members have been assigned the duty of membership for the following II-II, III-II, & IV-II students.

S.	Name of the	Year /	Regd. No		No. Of	Signature of the
No	mentor	Branch	From	То	students	mentor
1	CHANDRA KALA V	IV/MECH	16981A03A8	20NT5A0315	20	Chalm
2	USHA KIRAN KUMAR S	IV/MECH	20NT5A0316	20NT5A0335	20	U Kiran Kumars.
3	JAGADESWARA RAO KARE	IV/MECH	20NT5A0336	20NT5A0355	20	Jagadesh Rao K
4	BULA VINODH KUMAR	IV/MECH	20NT5A0356	20NT5A0376	20	OL
5	ARIPAKA RAVI TEJA	IV MECH	20NT5A0377	20NT5A0393	20	Pari
6	CH KIRANKUMAR	III MECH	20NT1A0301	21NT5A0319	25	to
7	BUDHA UMADEVI	III MECH	21NT5A0320	21NT5A0346	25	Alexeli
8	MEKALA DEEPTHI	III MECH	21NT5A0347	21NT5A0374	25	Millephi
9	G SIVA KARUNA	III MECH	21NT5A0375	21NT5A03A6	25	d
10	I SATYA	III MECH	21NT5A03A7	21NT5A03D3	25	T. Sutey.
11	K CHANDANA	III MECH	21NT5A03D4	21NT5A03G3	25	K. chandima
-	KANTE RAVINDRA	III MECH	21NT5A03G4	21NT5A03J2	25	K paulnet
13	A NARENDRA KUMAR	III/MECH	21NT5A03J3	21NT5A03L8	25	Ad
] +	A SHANMUKHE	III/MECH	21NT5A03L9	21NT5A03O4	25	ASA
15	GSIVA KUMAR	III/MECH	21NT5A0305	21NT5A03P9	25	11. S. Patro
16	U.S.M.K. PATRO	II/MECH	21NT1A0301	22NT5A0315	25	Autro.
17	P.V. Rangacharyulu	II/MECH	22NT5A0316	22NT5A0340	25	P.V. Pangael
18	Dr T.V RAO	II/MECH	22NT5A0341	22NT5A0365	25	Dr. Fir Reio
19	Dr T SATYANARAYANA	II/MECH	22NT5A0366	22NT5A0390	25	7. Sent yn
20	A.MURALI	II/MECH	22NT5A0391	22NT5A03A8	18	
21	K.CHANDANA	II/MECH	22NT5A03A9	22NT5A03C6	18	Kichur
2					1	

Copy to

HaD

16. Principal Office

17. IQAC

18. Mechanical Faculty

PRINCIPAL VISAKHAHNSTITUTE OF ENGINEER NO & TECHNOLOGY STIN DIVISION, NAHAVA VISAKHAPATNAN - 27 PRINCIPAL VISAKHA INSTITUTE OF ENGINEERING & TECHNOLOGY Narava, Visakhapathan, 500 027.

Principal



Academic year: 2022-23-I SEM

Date: 27-08-22

#### CIRCULAR

All the faculty members are here by informed that a meeting will be held in the seminar hall of ECE at 4.00PM on 29-08-2023 to appoint mentors for the academic year for II-I B.Tech, III-I B.Tech and IV-I B.Tech students. All are advised to attend without fail.

Agenda for the following

- 1. To appoint a mentor for every 15-20 students.
- 2. To discuss about the different roles and duties of mentors.

Head of KadDepartment Department ECE Visakha Institute of Engg. & Tech.

Copy to

- 1. Principal office
- 2. IQAC
- 3. All HoD's
- 4. ECE faculty
- 5. Notice board

Principal

PRINCIPAL Visakha Institute of Engg. & Technology 88th Division, Narava, Visakhapatnam-27

PRINCIPAL

VISAKHA INSTITUTE OF ENGINEERING & TECHNOLOGY Narava, Visakhapatnam-530 027.





Date: 02-09-22

### **Meeting Minutes**

A meeting was convened by the Head of the Department of ECE for all faculty members Of II-I B.Tech, III-I B.Tech and IV-I B.Tech on 02-09-22.

**Resolutions:** 

It was decided that the appointed mentors would

NCIN

ENGINEER NGI MANAGE

1. Academic and Extra-Curricular performance of the allotted mentees should be updated and maintained regularly.

2. Appraise the attendance and academic performance of the wards to their parents periodically.

3. Strengthen the relation between mentor and mentee to improve mentee's self-esteem and performance.

4. Train and guide the mentees on how to choose and plan career goals as well as how to achieve them.

5. To help the mentees achieve their potential, train and guide them in matters related to academics, health and any other issues.

6. Draw up a detailed plan for the scheduled sessions with their respective Mentees

Head of a Dantment Department ECE Visakha Inst ngg. & Tech.

1. Principal office 2. IQAC 3. ECE Faculty 4. Notice board

Principal

ha institute of Engg. & Technology osin Division, Marava, Visakhapatham-27 PRINCIPAL

VISAKHA METITUTE OF HNOLOGY ENGINEERINC . Narava, Visakhapunun 30 027.



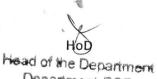


DATE: 3-09-22

### **CIRCULAR**

With reference to the meeting conducted on 2-09-22 in ECE HoD chamber, the below stated faculty members have been assigned the duty of mentorship for the following II-I B.Tech, III-I B.Tech and IV-I B.Tech students.

SI.NO	Name of the mentor Year/Br anch		Regd.No	)	No of	Signature
			From	То	students	of the mentor
1.	B.JEEVAN RAO	II/ECE	21NT1A0401	21NT1A0419	18	0
2.	B.RAMESH KUMAR	II/ECE	21NT1A0420	22NT5A0435	18	Lom
3.	M.HEMANTH KUMAR	II/ECE IV/ECE	22NT5A0442 20NT5A0401	22NT5A0460 20NT5A0406	19	AD
4.	M.BHASKAR NAIDU	II/ECE	21NT1A0436	21NT1A0453	18	Bhasley
5.	B.LALITHA	II/ECE	21NT1A0454	22NT5A0408	18	R
6.	K.KALAPRIYA	II/ECE IV/ECE	22NT5A0413 20NT5A0407	22NT5A0432 196G1A0404	20	kanz
7.	M.THARANGINI	III/ECE	20NT1A0402	21NT5A0414	18	m
8.	K.SANDHYA	III/ECE	21NT5A0415	21NT5A0433	18	bs
9.	CH.KRISHNA CHAITANYA	III/ECE	21NT5A0434	21NT5A0456	19	chle.



Department ECE Visakha Institute of Engg. & Tech.

Copy to

- 1. Principal office
- 2. IQAC
- 3. All HoD's
- 4. ECE faculty

Principal

RINCIRAL Visakha Instituje of Engg. & Technology 88th Division ar .27 PRINCIPAL TUTE OF VISAKHA NOLOGY ENCINEERE . 33 027. Harrise, Vie Milliqueren





Academic year: 2022-23-(II-SEM)

Date: 03-01-23

#### CIRCULAR

All the faculty members are here by informed that a meeting will be held in the seminar hall of ECE Dept at 4.00 PM on 04-01-2023 to appoint mentors for the academic year for II-II, III-II and IV-II B.Tech students. All are advised to attend without fail.

Agenda for the following

- 1. To appoint a mentor for every 15-20 students.
- 2. To discuss about the different roles and duties of mentors.

Head of Hebepartment Department ECE Visakha Institute of Engg. & Tech. Copy to

- 1. Principal office
- 2. IQAC
- 3. All HoD's
- 4. ECE faculty
- 5. Notice board

Principal

PRINCIPAL Visakha Institute of Engg. & Technology 8dth Division, Natava, Visakhapatnam 27

PRINCIPAL VISAKHA INSTITUTE OF ENGINEERING& TECHNOLOGY Narava, Visakhapatnam-530 027.







Date: 04-01-2023

### Meeting Minutes

A meeting was convened by the Head of the Department of ECE for all faculty members

Of II-II B.Tech, III-II B.Tech and IV-II B.Tech on 05-01-2023

Resolutions:

It was decided that the appointed mentors would

1. Academic and Extra-Curricular performance of the allotted mentees should be updated and maintained regularly.

2. Appraise the attendance and academic performance of the wards to their parents periodically.

3. Strengthen the relation between mentor and mentee to improve mentee's self-esteem and performance.

4. Train and guide the mentees on how to choose and plan career goals as well as how to achieve them.

5. To help the mentees achieve their potential, train and guide them in matters related to academics, health and any other issues.

1. Draw up a detailed plan for the scheduled sessions with their respective Mentees

Head HPRe Department Department ECE sekha Institute of Engg. & Tech. Copy to

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 IQAC
 ECE Faculty
 Notice board

Principal

Visakha Institute of Engd. & Technology 88tri Division, Narava, Visakhapatnam-27

PRINCIPAL VISAKHA INSTITUTE OF ENGINEERING & TECHNOLOGY Narava, Visakhapatnam-530 027.





DATE: 05-01-2023

### **CIRCULAR**

With reference to the meeting conducted on 05-01-2023 in ECE HoD chamber, the below stated faculty members have been assigned the duty of mentorship for the following II-II, III-II and IV-II B.Tech students.

SI.NO	Name of the mentor	Year/Br anch	Regd.No		No of students	Signature of the
			From	То		mentor
1.	B.JEEVAN RAO	II/ECE	21NT1A0401	21NT1A0419	18	k
2.	B.RAMESH KUMAR	II/ECE	21NT1A0420	22NT5A0435	18	Per
3.	M.HEMANTH KUMAR	II/ECE IV/ECE	22NT5A0442 20NT5A0401	22NT5A0460 20NT5A0406	19	the state
4.	M.BHASKAR NAIDU	II/ECE	21NT1A0436	21NT1A0453	18	Ø
5.	B.LALITHA	II/ECE	21NT1A0454	22NT5A0408	18	æ.
6.	K.KALAPRIYA	II/ECE IV/ECE	22NT5A0413 20NT5A0407	22NT5A0432 196G1A0404	20	Kahr
7.	M.THARANGINI	III/ECE	20NT1A0402	21NT5A0414	18	m
8.	K.SANDHYA	III/ECE	21NT5A0415	21NT5A0433	18	KS
9.	CH.KRISHN	III/ECE	21NT5A0434	21NT5A0456	19	chón
	CHAITANYA					

Head of Hop Department Department ECE Visakha Institute of Engg. & Tech. Copy to

- 1. Principal office
- 2. IQAC
- 3. ECE Faculty
- 4. Notice board

Principal

PRINCIPAL Visakha Institute of Engg. & Technok 88th Division, Narava, Visakhapatnam

PRINCIPAL VISAKHA INSTITUTE OF ENGINEERING & TECHNOLOGY Narava, Visakhapatnam-530 027.



nd line

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Date : 23/08/2022

## **CIRCULAR**

All the faculty members are hereby informed that a meeting will be held in the Civil Engineering department HoD chamber at 3:00 pm on 24/08/2022 to appoint Mentors in the Academic Year 2022-2023 for B.Tech II-I, III-I, & IV-I students. All are advised to attend without fail.

Agenda for the meeting:

1. To appoint one mentor for 20-25 students.

2. To discuss the duties and role of mentors.

Copy to

1. Principal Office

2. IQAC

3. All HoD's

4. Civil Engineering Faculty

5. Notice Board

Principal PRINCIPAL VISARHA POLYTECHNIC OP

86th DIVISION, NARAVA, VISAKHAPATNAM-530027.

AGRICULTURAL D

PRINCIPAL VISAKILA RESTITUTE OF ENGINEERING & COHNOLOGY Narava, Visakhapatnam-530 027.



ISTITUTE OF



#### Date : 24/08/2022

### **Meeting Minutes**

A meeting was convened by the Head, Department of Civil Engineering for all faculty members of II-I, III-I, & IV-I on 24/08/2022.

Resolutions:

It was decided that the appointed mentor would

- 1. Update periodically academic and extra-curricular record of the allotted mentees performance.
- **v**2. Intimate periodically parents about their ward's attendance and academic performance.
  - 3. Build mentor mentees relationship to enhance mentees sail-esteem and performance.
  - 4. Advice the mentees on how to choose and plan career goals and how to achieve them.
  - 5. Advice the mentees related to academics, Health and such issues and give guidance to make them achieve their full potential.
  - 6. Plan well for the Scheduled sessions with their respective mentees.

Copy to

- 1. Principal Office
- 2. IQAC
- 3. Civil Engineering Faculty
- 4. Notice Board

Principal PRINCIPAL VISAKHA POLYTECHNIC OF

88th DIVISION, NARAVA, VISAKHAPATNAM-530 027.

ENGINEERING

ENGINEERING & LECHNOLOGY Narava, Visakhapatnam-530 027.

AGRICUL







Date : 24/08/2022

## **CIRCULAR**

With reference to the meeting conducted on 24/08/2022 in Civil Engineering HoD Chamber, the belowstated faculty members have been assigned the duty of mentorship for the following II-I, III-I, & IV-I students.

S.	Name of the	Year /	Reg	d. No	No. Of	Signature of the
No	mentor	Branch	From	То	students	mentor
1	Y. PRIYANKA	II/ CE	21NT1A0101	22NT5A0122	20	140-
2	CH. SAI KIRAN	II/ CE	22NT5A0123	22NT5A0137	12	phing
3	K.JAGAN	III/ CE	20NT1A0101	21NT5A0112	20	Sta
4	CH. SAI KIRAN	III/ CE	21NT5A0113	21NT5A0139	25	Shi
5	V.BHARGAVI	III/ CE	21NT5A0141	21NT5A0168 ·	25	
6	S. AVINASH	III/ CE	21NT5A0169	21NT5A0181	13	traje
7	P.RAJKUMAR	IV/CE	196G1A0101	206G5A0113	16	P

Principal

PRINCIPAL VISAKHA POLYTECHNIC OF AGRICULTULAN EMBINECRING 8815 DECOMPANIANA VISALANGA ANA-530 027

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1. Principal Office

2. IQAC

3. Civil Engineering Faculty

4. Notice Board

PRINCIPAL VISAKHA MOTITUTE OF ENGINEERING OHNOLOGY Narava, Visakhapatnam-530 027.



-





Date : 23/01/2023

## **CIRCULAR**

All the faculty members are hereby informed that a meeting will be held in the **Civil Engineering department** HoD chamber at 3:00 pm on 24/01/2023 to appoint **Mentors** in the Academic Year 2022-2023 for B.Tech II-II, III-II, & IV-II students. All are advised to attend without fail.

Agenda for the meeting:

1. To appoint one mentor for 20-25 students.

ENGINEERING

2. To discuss the duties and role of mentors.

HoD

PRINCIPAL VISAKHA POLYTECHNIC OF AGRICULTURAL ENGINEERING 88th DIVISION, NARAVA, VISAKHAPATNAM-530 027.

Principal

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1. Principal Office

♥2. IQAC

3. All HoD's

4. Civil Engineering Faculty

5. Notice Board

RINCIPAL VISAKH!

Narava, Visakhapatham-530 027.





#### Date : 24/01/2023

## **Meeting Minutes**

A meeting was convened by the Head, Department of Civil Engineering for all faculty members of II-II, III-II, & IV-II on 24/01/2023.

Resolutions:

It was decided that the appointed mentor would

rision, Narava, GVMC, Visakhapatnam

- 1. Update periodically academic and extra-curricular record of the allotted mentees performance.
- 2. Intimate periodically parents about their ward's attendance and academic performance.
- 3. Build mentor mentees relationship to enhance mentees sail-esteem and performance.
- 4. Advice the mentees on how to choose and plan career goals and how to achieve them.
- 5. Advice the mentees related to academics, Health and such issues and give guidance <sup>\*</sup>to make them achieve their full potential.
- 6. Plan well for the Scheduled sessions with their respective mentees.

HoD

Principal PRINCIPAL VISAKHA POLYTECHINIC OF AGRICULTURAL ENGINEERING 88th DIVISION, MARAVA, VISAKHAPATNAM-530 027

PRINCIPAL

VISAKH! ENGINEERING Narava, vira

Copy to

Principal Office

2. IQAC

3. Civil Engineering Faculty

4. \*Notice Board









Date : 24/01/2023

## **CIRCULAR**

With reference to the meeting conducted on 24/01/2023 in Civil Engineering HoD Chamber, the below stated faculty members have been assigned the duty of mentorship for the following II-II, III-II, & IV-II students.

S.	Name of the	Year /	Regd. No		No. Of	Signature of the	
No	nientor	Branch	From	То	students	1 mentor	
1	Y. PRIYANKA	II/ CE	21NT1A0101	22NT5A0122	20	Inav	
2	CH. SAI KIRAN	II/ CE	22NT5A0123	22NT5A0137	12	BL	
3	K.JAGAN	III/ CE	20NT1A0101	21NT5A0112	20	Philip	
4	CH. SAI KIRAN	III/ CE	21NT5A0113	21NT5A0139	25	EV SI	
5	V.BHARGAVI	III/ CE	21NT5A0141	21NT5A0168	25	Par	
6	S. AVINASH	III/ CE	21NT5A0169	21NT5A0181	13	A	
7	P.RAJKUMAR	IV/CE	196G1A0101	206G5A0113	16	in chi	



Principal

PRINCIPAL VISAKHA POLYTTOMMIC OF AGRICULTURAL ENGINEERING 88th DIVISION, NARAVA, VISAKHAPATNAM-530 027.

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1. Principal Office

2. IQAC

3. Civil Engineering Faculty

4. Notice Board

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