



**Malineni Lakshmaiah Women's Engineering College :: Guntur**  
(Approved by AICTE, Affiliated to JNTUK, Kakinada)

Date: 10-04-2023

Ref no.: MLEW/A.Y.22-23/II Sem. /CAC/Apr-01

**CIRCULAR**

It is hereby informed that the undersigned will convene a **College Academic Committee (CAC) meeting** with all the Heads of the Departments & Professor/ Associate Professors today, i.e., 12<sup>th</sup> April, 2023 at 2.30 PM without fail.

**Agenda:**

- 1) Autonomous Application Progress
- 2) Timetables for external lab examinations
- 3) Smooth conduct of JNTUK examination
- 4) Conduct of Revision classes
- 5) Any other requirements

**Principal**

(Dr. J.Apparao)

PRINCIPAL  
MALINENI LAKSHMAIAH  
WOMEN'S ENGINEERING COLLEGE  
PULLADIGUNTA, GUNTUR-17

CC to:

HoD, ECE	HoD, CSE	HoD, IT	HoD, S&H
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HoD's are requested to circulate among the Professors & Associate Professor in the department.



**Malineni Lakshmaiah Women's Engineering College :: Guntur**  
**(Approved by AICTE, Affiliated to JNTUK, Kakinada)**

Date: 12-04-2023

Ref no.: MLEW/A.Y.22-23/II Sem. /CAC/Apr-01/MoM

**Minutes-of CAC meeting**

The meeting of the CAC was held on 13<sup>th</sup> April, 2022 at 2.30 PM in the Principal chamber:

- 1) **Autonomous Application Progress:** Principal verified the Autonomous application and annexure to the application and advised to proceed further.
- 2) **Timetables for External Lab exams:** Principal advised to smoothly conduct external lab examinations as per the timetable issued by JNTUK.
- 3) **Smooth conduct of JNTUK examinations:** Principal advised to issue hall ticket to students and smoothly conduct all JNTUK examinations as per the timetable issued by JNTUK.
- 4) **Conduct of Revision classes:** Principal informed HoD's to plan revision classes and conduct study hours to students as End examinations are fast approaching.
- 5) **Any other requirements:** Principal enquired about the working of various committees

  
Principal

(Dr. J. Apparao)

PRINCIPAL

MALINENI LAKSHMAIAH  
WOMEN'S ENGINEERING COLLEGE  
PULLADICHERY, GUNTUR-17

CC to:

HoD, ECE	HoD, CSE	HoD, IT	HoD, S&H
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HoD's are requested to circulate among all the faculty members in the department.



Malineni Lakshmaiah Women's Engineering College :: Guntur  
(Approved by AICTE, Affiliated to JNTUK, Kakinada)

Date: 12-04-2023

CAC Meeting Attendance

The following Heads of the Department & Professor/ Associate Professor  
have attended the meeting at 2.30 PM on 12-04-2023 in the Principal chamber:

S.No.	Name	Designation	Signature
1)	Dr. J. Appa Rao	Principal	
2)	Dr. A. Srikrishna Chaitanya	HOD, S&H	
3)	Dr. K. Ganthani	HOD ECF	
4)	Dr. G. Ramaswamy	HOD, CSE	
5)	Dr. K. Sunitha	HOD IT	
6)	Dr. Ch. Ramesh	IQAC Coordec	
7)			
8)			
9)			
10)			

Principal

(Dr. J. Appa Rao)



**Malineni Lakshmaiah Women's Engineering College :: Guntur**  
(Approved by AICTE, Affiliated to JNTUK, Kakinada)

Date: 13-02-2023

Ref no.: MLEW/A.Y.22-23/II Sem. /CAC/Jan-01

**CIRCULAR**

It is hereby informed that the undersigned will convene a **College Academic Committee (CAC) meeting** with all the Heads of the Departments & Professor/ Associate Professors today, i.e., 20<sup>th</sup> February, 2023 at 2.30 PM without fail.

**Agenda:**

- 1) Plan for Autonomous status
- 2) Staff requirement
- 3) Additional Equipments required
- 4) Library books requirements
- 5) Departmental academic calendar for upcoming semester.
- 6) Any other requirements

  
Principal

(Dr. J.Apparao)

PRINCIPAL  
MALINENI LAKSHMAIAH  
WOMEN'S ENGINEERING COLLEGE  
PULLADIGUNTA, GUNTUR

CC to:

HoD, ECE	HoD, CSE	HoD, IT	HoD, S&H
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HoD's are requested to circulate among the Professors & Associate Professor in the department.





**Malineni Lakshmaiah Women's Engineering College :: Guntur**  
**(Approved by AICTE, Affiliated to JNTUK, Kakinada)**

Date: 20-03-2023

Ref no.: MLEW/A.Y.22-23/II Sem. /CAC/feb-01/MoM

**Minutes of CAC meeting**

The meeting of the CAC was held on 20<sup>th</sup> February, 2023 at 2.30 PM in the Principal chamber:

- 1) **Autonomous Application:** The Principal Congratulated entire team for their whole hearted contributions towards NAAC & NBA. All the HoDs are informed to keep ready all the files and provide the necessary data for Autonomous Application.
- 2) **Staff requirement:** Principal assured sufficient faculty members will be recruited as per the department requirements.
- 3) **Additional Equipments required:** Principal advised HoDs to submit proposal for additional equipment if required in their department within a week.
- 4) **Library books requirements:** Principal advised to verify the syllabus and provide requirement of books for B.Tech students.
- 5) **Departmental academic calendar for upcoming semester:** Principal advised HoDs to prepare Department academic calendar referring JNTUK calendar with tentative dates of Guest Lectures, Industrial visits, FDPs, Sports events etc.,
- 6) **Any other requirements:** Principal advised HoDs to give proposals for consumable, stationary requirements for the upcoming semester.

  
Principal

(Dr. J.Apparao)

PRINCIPAL  
MALINENI LAKSHMAIAH  
WOMEN'S ENGINEERING COLLEGE  
PULLADIGUNTA, GUNTUR-17

CC to:

HoD, ECE	HoD, CSE	HoD, IT	HoD, S&H
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HoD's are requested to circulate among all the faculty members in the department.



Malineni Lakshmaiah Women's Engineering College :: Guntur  
(Approved by AICTE, Affiliated to JNTUK, Kakinada)

Date: ~~20-01-2022~~ 20-01-2022

CAC Meeting Attendance

The following Heads of the Department & Professor/ Associate Professor  
have attended the meeting at 2.30 PM on 20-01-2022, in the Principal chamber:

S.No.	Name	Designation	Signature
1)	Dr. J. Appa Rao	Principal	J. Appa Rao
2)	Dr. A. Sri Krishna Chaitanya	HOD, S&H	A. Sri Krishna Chaitanya
3)	Dr. K. Gonthaani	HOD, ECE	K. Gonthaani
4)	Dr. G. Rama Swamy	HOD CSE	G. Rama Swamy
5)	Dr. K. Sunitha	HOD IT	K. Sunitha
6)	Dr. Ch. Ramesh	IQAC Coord.	Ch. Ramesh
7)			
8)			
9)			
10)			

J. Appa Rao  
Principal

(Dr. J. Apparao)

PRINCIPAL  
MALINENI LAKSHMAIAH  
WOMEN'S ENGINEERING COLLEGE  
PULLADIGUNTA, GUNTUR-17



**Malineni Lakshmaiah Women's Engineering College :: Guntur**  
(Approved by AICTE, Affiliated to JNTUK, Kakinada)

Date: 14-11-2022

Ref no.: MLEW/A.Y.22-23/I Sem. /CAC/Nov-01

**CIRCULAR**

It is hereby informed that the undersigned will convene a **College Academic Committee (CAC)** meeting with all the Heads of the Departments & Professor/ Associate Professors today, i.e., 15<sup>th</sup> November, 2022 at 1.30 PM without fail.

**Agenda:**

1. NAAC Mock Team Visit
2. NAAC Peer Team Visit dates
3. Physical Facilities Verification
4. Verification of documents for all Qlms & Qnms
5. Any other requirements



  
Principal

(Dr. J. Apparao)  
MALINENI LAKSHMAIAH  
WOMEN'S ENGINEERING COLLEGE  
PULLADIGUNTA, GUNTUR-17

CC to:

HoD, EGE	HoD, CSE	HoD, IT	HoD, S&H
			

HoD's are requested to circulate among the Professors & Associate Professor in the department.





**Malineni Lakshmaiah Women's Engineering College :: Guntur**  
(Approved by AICTE, Affiliated to JNTUK, Kakinada)

Date: 15-11-2022

**CAC Meeting Attendance**

The following Heads of the Department & Professor/ Associate Professor have attended the meeting at 1.30 PM on 15-11-2022 in the Principal chamber:

S.No.	Name	Designation	Signature
1)			
2)	Dr P. Nagendra	DIRECTOR	P. Nagendra
3)	Dr. A. S. K. Chaitanya	Profem A HOD	A. S. K. Chaitanya
4)	Dr. G. Ramaswamy	Profem A & HOD	G. Ramaswamy
5)	Dr. K. Gonthamani	Profem A & HOD	K. Gonthamani
6)	Dr. K. Sunidha	Assoc. Prof.	K. Sunidha
7)	Dr. K. Swetha	Head - T&P	K. Swetha
8)	Dr. Ch. Ramesh	ISAC Coordinator	Ch. Ramesh
9)			
10)			



  
Principal

(Dr. J. Apparao)  
**PRINCIPAL**  
**MALINENI LAKSHMAIAH**  
**WOMEN'S ENGINEERING COLLEGE**  
**PULLADIGUNTA, GUNTUR-17**





**Malineni Lakshmaiah Women's Engineering College :: Guntur**  
(Approved by AICTE, Affiliated to JNTUK, Kakinada)

Date: 15-11-2022

Ref no.: MLEW/A.Y.22-23/I Sem. /CAC/Nov-01/MoM

**Minutes of CAC meeting**

The meeting of the CAC was held on 15<sup>th</sup> November, 2022 at 1.30 PM in the Principal chamber:

- 1. NAAC Mock Team Visit:** Vardhaman College of Engineering is visiting our college on 10-11-2022 to perform NAAC Mock visit. In this regards all the HoDs are informed to keep all the documents ready for verification.
- 2. NAAC Peer team visit Dates:** As per the uploaded dates, the NAAC Peer team may visit our college in the last week of December,2022. In this regard all the HoDs are informed to see that all Laboratories, Class Rooms, Seminar Halls, Staff Rooms etc. clean and tidy.
- 3. Verification of Documents for all Qlms & Qnms:** Internal auditing team will visit all the departments and central facilities on 18-12-2022. The team will verify Qlms & Qnms and other documents relating to physical infrastructure.
- 4. Any other requirements:** HoDs are instructed to allocate the subjects for the upcoming semester.



**Principal**

PRINCIPAL

MALINENI LAKSHMAIAH

WOMEN'S ENGINEERING COLLEGE  
PULLADIGUNTA, GUNTUR-17

CC to:



**Malineni Lakshmaiah Women's Engineering College :: Guntur  
(Approved by AICTE, Affiliated to JNTUK, Kakinada)**

Date: 26-06-2022

Ref no.: MLEW/A.Y.22-23/I Sem. /CAC/June-01

**CIRCULAR**

It is hereby informed that the undersigned will convene

a **College Academic Committee (CAC) meeting** with all the Heads of the Departments & Professor/ Associate Professors today, i.e., 27<sup>th</sup> June, 2022 at 1.30 PM without fail.

**Agenda:**

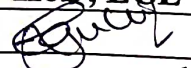



- 1) Merging of MPES with MLEW
- 2) Preparation of SSR
- 3) Workload Calculation
- 4) Staff requirement
- 5) Additional Equipments required
- 6) Library books requirements
- 7) Department academic calendar for upcoming semester.
- 8) Any other requirements



  
Principal

(Dr. J.Apparao)  
PRINCIPAL  
MALINENI LAKSHMAIAH  
WOMEN'S ENGINEERING COLLEGE  
PULLADIGUNTA, GUNTUR-17

CC to:

HoD, ECE	HoD, CSE	HoD, IT	HoD, S&H
			

HoD's are requested to circulate among the Professors & Associate Professor in the department.





Malineni Lakshmaiah Women's Engineering College :: Guntur  
(Approved by AICTE, Affiliated to JNTUK, Kakinada)

Date: 27-06-2022

CAC Meeting Attendance

The following Heads of the Department & Professor/ Associate Professor  
have attended the meeting at 1.30 PM on 27-06-2022 in the Principal chamber:

S.No.	Name	Designation	Signature
1)	Dr. J. APPARAO	PRINCIPAL	J. Apparao
2)	Dr. P. NAGESWALAKA	DIRECTOR	P. Nageswala
3)	Dr. A.S.K. Chaitanya	Professor A/HOD	A.S.K. Chaitanya
4)	Dr. G. Rameswamy	Prof. & HOD	G. Rameswamy
5)	Dr. K. Gonthamuri	Professor & HOD	K. Gonthamuri
6)	Dr. K. - Smithe	Assoc. Prof	K. Smithe
7)	Dr. K. Swetha	Head-T&P	K. Swetha
8)	Dr. Ch. Ramesh	IQAC Coordinator	Ch. Ramesh
9)			
10)			



J. Apparao

Principal

PRINCIPAL  
MALINENI LAKSHMAIAH  
WOMEN'S ENGINEERING COLLEGE  
PULLADIGUNTA, GUNTUR-17





**Malineni Lakshmaiah Women's Engineering College :: Guntur**  
**(Approved by AICTE, Affiliated to JNTUK, Kakinada)**

Date: 27-06-2022

Ref no.: MLEW/A.Y.22-23/I Sem. /CAC/June-01/MoM

**Minutes of CAC meeting**

The meeting of the CAC was held on 27<sup>th</sup> June, 2022 at 1.30 PM in the

Principal chamber:

- 1) **Merging of MPES with MLEW:** The AICTE has given E.O.A for the merging of the two institutions. In this regard HoD, S& H is requested to submit the requirement for additional intake.
- 2) **Preparation of SSR:** Principal appreciated the efforts of all the faculty members for getting approval for IIQA. As per the norms of NAAC it is hereby informed to submit SSR within 45 days (22-07-2022).
- 3) **Workload Calculation:** HoD's submitted workload details to the undersigned. Principal verified the workload details presented by all the HoDs.
- 4) **Staff requirement:** Principal assured sufficient faculty members will be recruited as per the departmental requirements.
- 5) **Additional Equipments required:** According to the HoD information additional equipments are not necessary and Principal advised to proposal if required.
- 6) **Library books requirements:** Principal advised HoDs to submit proposals to purchase books to meet the syllabus for B.Tech students.
- 7) **Department academic calendar for upcoming semester:** Principal advised HoDs to prepare Department academic calendar referring JNTUK calendar included with tentative dates of Guest Lectures, Industrial visits, FDPs, Sports events etc.,

8) Any other requirements: Principal advised HoDs to give proposals for stationary, consumable, non consumable for the upcoming semester.

  
Principal



(Dr. J.Apparao)

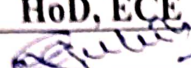

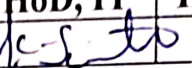
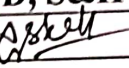
PRINCIPAL

MALINENI LAKSHMAIAH

WOMEN'S ENGINEERING COLLEGE

PULLADIGUNTA, GUNTUR-17

CC to:

HoD, ECE	HoD, CSE	HoD, IT	HoD, S&H
			

HoD's are requested to circulate among all the faculty members in the department.