



St. Mary's Engineering College



(An Autonomous Institution, Accredited by NAAC 'A' Grade & ISO Certified)

(Approved by AICTE, Permitted by Govt. of T.G., Affiliated to JNTUH & TGSBTET)



Near Ramoji Film City, Behind Mount Opera, Deshmukhi (V), Pochampally (M), Yadadri Bhongir (Dt.) & Batasingaram (V), Abdullapurmet (M), Ranga Reddy (Dt.)
Greater Hyderabad - 508 284. Under HMDA, Telangana. Ph : 90104 55591, Website : www.smeecd.com E-mail: smeprincipal@stmarysgroup.com

Minutes of 2nd Academic Council Meeting of St. Mary's Engineering College after the grant of autonomous status, held on 13/09/2025 at 11.00 AM, consequent to the Notice of meeting dated 10.09.2025

Minutes No: 2/ACM/2025

Date: 13.09.2025

Extracts from the minutes of meeting of 2nd Academic Council meeting held on **13.09.2025** at **11:00 AM** in St. Mary's Engineering College.

The following members were attended the Academic Council meeting:

S.NO.	NAME	DESIGNATION	POSITION
1	Dr.T.N. Srinivas Rao	Principal, St. Mary's Engineering College, Hyderabad.	Chairman
2	Dr.B. Anjaneya Prasad	Sr. Prof. of ME, JNTUH, UCESTH	University Nominee
3	Dr. A. Raghu Ram	Prof. of EEE, JNTUH, UCESTH	University Nominee
4	Dr. T. Venugopal	Prof. of CSE, JNTUH, UCERS	University Nominee
5	Dr. B. Ravindra Reddy	Professor, JNTUH	Governing Body Nominee
6	Dr. P.V.S. Srinivas	Principal, Vignana Bharathi Institute of Technology, Ghatkesar,	Governing Body Nominee
7	Mr. Nihar Pradhan	Chief Operating Officer, Digital Campus Services Pvt. Ltd., Hyderabad.	Governing Body Nominee
8	Mrs. D. Neeharika Reddy	Sr. Advocate	Governing Body Nominee
9	Mr. A.V.S Subrahmanyam	Director Academics, St. Mary's Group of Institutions Hyderabad.	Member
10	Dr. Ch. Venkata Ramana Reddy	HOD-AI&ML, St. Mary's Engineering College, Hyderabad.	Member
11	Dr. B.G. Obula Reddy	HOD-AI&DS, St. Mary's Engineering College, Hyderabad.	Member

Signature of the Principal & Chairman of Academic Council

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12	Mrs. K. Sushmitha	HOD-Physics, St. Mary's Engineering College, Hyderabad.	Member
13	Mr. G. Ravikumar	HOD-Chemistry, St. Mary's Engineering College, Hyderabad,	Member
14	Mr.A. Praveen Kumar	HOD-Mathematics, St. Mary's Engineering College, Hyderabad.	Member
15	Mrs. K. Ch. Revathi	HOD-English, St. Mary's Engineering College, Hyderabad.	Member
16	Mrs. P. Swathi.	HOD-MBA, St. Mary's Engineering College, Hyderabad.	Member
17	Mr. K. Ananth Babu	HOD-EEE, St. Mary's Engineering College, Hyderabad.	Member
18	Mr. M. Appa Rao	HOD-ECE, St. Mary's Engineering College, Hyderabad.	Member
19	Mr. Ch. Kistaiah	HOD-MECH, St. Mary's Engineering College, Hyderabad.	Member
20	Mr. G. Bala Narasimha	Controller of Exams, St. Mary's Engineering College, Hyderabad.	Member
21	Dr. S Joy Kumar	Dean Academics, St. Mary's Group of Institutions Hyderabad.	Member
22	Mr. Ch. Naveen Kumar	Dean Students Affairs, St. Mary's Engineering College, Hyderabad.	Member
23	Dr.M Vijay Reddy	Dean Alumni Affairs, St. Mary's Engineering College, Hyderabad.	Member
24	Mr B Srishailam	Sr. Faculty St. Mary's Engineering College	Member
25	Mr. G. Venkateswarlu	TPO St. Mary's Engineering College	Member
26	Dr. V. Sambasiva Rao	HOD-CSE, IQAC Coordinator, St. Mary's Engineering College, Deshmukhi.	Member Secretary

Signature of the Principal & Chairman of Academic Council

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Dr. T.N. Srinivas Rao, Principal of the institution and Chairman of the Academic council welcomed all the members and discussed the following agenda items for approval.

Agenda items:

1. Welcome and introduction by the Chairman.
2. To approve the Academic Calendar for I Year of B.Tech. and MBA.
3. To scrutinize and approve the proposals with regards to SR25 Academic Regulations for B. Tech. and MBA for the A.Y. 2025-26
4. To scrutinize and approve the proposal with regards to Course Structure of B.Tech. I Year I Sem. & II Sem. and MBA I Year I Sem. & II Sem.
5. To approve Event Calendar including Sports and Extra-Curricular activities for B.Tech. and MBA I Year I Sem & II Sem.
6. To approve the procedure for Examination Branch.
7. To approve Answer scripts & Data sheets.
8. To approve End Semester Examination fees, Supplementary Examination fees, Recounting fee and Re-evaluation fee for B.Tech. and MBA for I Year.
9. To approve the procedure of digital evaluation for external examinations.
10. To approve the procedure for conducting Internal Improvement/Supply Examination(IIE) for internal examinations.
11. To approve the fee for Internal Improvement/Supply Exam(IIE)
12. To Ratify the Board of Studies Minutes(Various Disciplines)
13. Any other points with the permission of the chair

Following are the Discussions held in the meeting

Item No. 1: Welcome and introduction by the Chairman.

Dr. T.N. Srinivas Rao, Chairman of the Academic Council, welcomed all the members and introduced them:

Item No 2: To approve the Academic Calendar for I year B.Tech.and MBA

Proposal: The Chairman of the Academic council presented the I Year B.Tech. academic calendar for the academic year 2025-26.

Proposed to adopt MBA academic calendar in line with JNTUH.


Signature of the Principal & Chairman of Academic Council

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Resolution on Agenda Item No.2

It is unanimously resolved to approve the I Year B. Tech. Academic calendar for 2025-26, by taking into account the recommendations of the Members.

Also unanimously resolved to adopt MBA I Year academic calendar in line with JNTUH.

Item No 3: To scrutinize and approve the proposals with regards to SR25 Academic Regulations for B. Tech. and MBA for the A.Y 2025-26.

Proposal: The Chairman of the Academic council presented the B.Tech. SR25 Regulations and also proposed to adopt MBA Academic Regulation as per JNTUH.

Resolution on Agenda Item No.3

It is unanimously resolved to approve SR25 Academic Regulations by taking in to account the recommendation of the members.

The Academic council also unanimously resolved to adopt the Academic Regulations in line with JNTUH.

Item No 4: To scrutinize and approve the proposal with regards to Course Structure of B.Tech I Year and MBA I Year.

Proposal: The Chairman of the Academic council presented the Proposal with regard to Course Structure for B.Tech, I Year and MBA I Year.

Resolution on Agenda Item No.4

It is unanimously resolved to approve the course structure for B.Tech. I Year and MBA I Year, after taking into account the recommendations of the Members

Item No. 5: Approval for Event Calendar including Sports and Extra-Curricular activities for B.Tech. and MBA- I Year I Sem.

Proposal: The Chairman. of the Academic Council presented the Event Calendar including sports and extra-curricular activities for B.Tech. and MBA- I Year I Sem.

Signature of the Principal & Chairman of Academic Council

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Resolution on Agenda Item No.5

It is unanimously resolved to approve event calendar, including sports and extracurricular activities for B.Tech. and MBA- I Year I Sem.

Item No 6: Approval for procedure for Examination Branch

Proposal: The Chairman presented the proposal for the procedure of Examination Branch as per the regulations.

Resolution on Agenda Item No.6

It is unanimously resolved to approve the proposal of examination branch.

Item No 7: Approval for Answer scripts & Data sheets

Proposal: The Chairman of the Academic Council presented the sample answer booklets & data sheets.

Recommendations from Academic Council Members:

1. Suggested changes in valuation and re-valuation patterns in sample answer booklets.
2. Suggested to develop a systematic process to be followed in the examination branch and suggested necessary infrastructural facilities, such as servers and strong rooms.

Resolution on Agenda Item No.7

After carefully examining the sample answer booklets, data sheets, and the recommendations of the Members, the Academic Council expressed its satisfaction and unanimously decided to accept them.

Item No 8: Approval for End Semester Examination fees, Supplementary Examination fees, Recounting fee and Re-Valuation fee for B.Tech. and MBA for I Year.

Signature of the Principal & Chairman of Academic Council

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Proposal: The Chairman of the Academic Council presented the proposal of various fees viz., End semester examination fees, Supplementary examination fees, Recounting fee and Re-Valuation fee structure for B.Tech. and MBA for I Year.

Resolution on Agenda Item No.8

It is unanimously resolved to approve the proposed End semester examination fees, Supplementary examination fees, Recounting fee, Re-Valuation fee structure, after taking into account the recommendations of the Members. The following is the fee structure approved by the Academic Council.

B.Tech		
S.No	Particulars	Amount
1	B.Tech (Regular) – for all subjects	Rs.1800/-
2	a) B.Tech (Supply) For 4 subjects and above	Rs.1800/-
	a) For 3 Subjects	Rs.1500/-
	b) For 2 Subjects	Rs.1000/-
	c) For 1 Subjects	Rs.500/-
3	Recounting fee per subject	Rs.200/-
4	Challenging valuation fee	Rs.10,000/-

MBA		
S.No	Particulars	Amount
1	MBA (Regular) – for all subjects	Rs.2,000/-
2	b) MBA (Supply) For 4 subjects and above	Rs.2,000/-
	d) For 3 Subjects	Rs.1500/-
	e) For 2 Subjects	Rs.1000/-
	f) For 1 Subjects	Rs.500/-
3	Recounting fee per subject	Rs.200/-
4	Challenging valuation fee	Rs.10,000/-

Signature of the Principal & Chairman of Academic Council

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Item No 09: To approve the procedure of digital evaluation for external examinations.

Proposal: The Chairman of the academic council proposed digital evaluation for external examinations.

Resolution on Agenda Item No.09:

It is unanimously resolved to approve digital evaluation for external examinations.

Item No 10: To approve the procedure for conducting Internal Improvement/Supply Examination(IIE) for internal examinations

Proposal: The Chairman of the Academic Council proposed the procedure for conducting Internal Improvement/Supply Examination(IIE) for internal examinations.

Resolution on Agenda Item No. 10:

It is unanimously resolved and approved the procedure for conducting Internal improvement/Supply Examination(IIE) for internal examination.

Item No11: To approve the fee for Internal Improvement/Supply Examination(IIE).

Proposal: The Chairman of the Academic Council Proposed the examination fee for Internal Improvement/Supply Examination(IIE)

Resolution on Agenda Item No.11:

It is unanimously resolved to approve the examination fee for Internal Improvement/Supply Examination(IIE)

Item No12: To Ratify the Board of Studies Minutes (Various Disciplines)

Proposal: The Chairman of the Academic Council proposed the minutes for Board of Studies Members (Various Disciplines).

Resolution on Agenda Item No.12:

It is unanimously resolved to ratify the minutes for Board of Studies Members (Various Disciplines).

Signature of the Principal & Chairman of Academic Council

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Item No12: Any other points with the permission of the chair

Proposal: The 4th Saturday should be declared a holiday for both students and staff.

Resolution on Agenda Item No.13:

It is unanimously resolved to approve the 4th Saturday should be declared a holiday for both students and staff.

Signatures of the Academic council Members:

S.No.	Name	Designation	Position	Signature
1	Dr.T.N. Srinivas Rao	Principal, St. Mary's Engineering College, Hyderabad.	Chairman	
2.	Dr.B. Anjaneya Prasad	Sr. Prof. of ME, JNTUH, UCESTH	University Nominee	
3.	Dr. A. Raghu Ram	Prof. of EEE, JNTUH, UCESTH	University Nominee	
4.	Dr. T. Venugopal	Prof. of CSE, JNTUH, UCERS	University Nominee	
5.	Dr. B. Ravindra Reddy	Professor of Mathematics, JNTUH	Governing Body Nominee	
6.	Dr. P.V.S. Srinivas	Principal, Vignana Bharathi Institute of Technology, Ghatkesar.	Governing Body Nominee	
7.	Mr. Nihar Pradhan	Chief Operating Officer, Digital Campus Services Pvt. Ltd., Hyderabad.	Governing Body Nominee	
8.	Mrs. D. Neeharika Reddy	Sr. Advocate.	Governing Body Nominee	
9.	Mr. A.V.S Subrahmanyam	Director Academics, St. Mary's Group of Institutions Hyderabad.	Member	
10.	Dr. Ch. Venkata Ramana Reddy	HOD-AI&ML, St. Mary's Engineering College, Hyderabad.	Member	

Signature of the Principal & Chairman of Academic Council

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12.	Mrs. K. Sushmitha	HOD-Physics, St. Mary's Engineering College, Hyderabad.	Member	
13.	Mr. G. Ravikumar	HOD-Chemistry, St. Mary's Engineering College, Hyderabad.	Member	
14.	Mr. A. Praveen Kumar	HOD-Mathematics, St. Mary's Engineering College, Hyderabad.	Member	
15.	Mrs. K. Ch. Revathi	HOD-English, St. Mary's Engineering College, Hyderabad.	Member	
16.	Mrs. P. Swathi.	HOD-MBA, St. Mary's Engineering College, Hyderabad.	Member	
17.	Mr. K. Ananth Babu	HOD-EEE, St. Mary's Engineering College, Hyderabad.	Member	
18.	Mr. M. Appa Rao	HOD-ECE, St. Mary's Engineering College, Hyderabad.	Member	
19.	M... Ch. Kistaiah	HOD-MECH, St. Mary's Engineering College, Hyderabad.	Member	
20.	Mr. G. Bala Narasimha	Controller of Exams, St. Mary's Engineering College, Hyderabad.	Member	
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23.	Dr. Vijay Reddy	Dean Alumni Affairs, St. Mary's Engineering College, Hyderabad.	Member	
24.	Mr. B. Srishailam	Sr. Faculty St. Mary's Engineering College	Member	
25.	Mr. G. Venkateswarlu	Sr. Faculty & TPO St. Mary's Engineering College	Member	
26.	Dr. V. Sambasiva Rao	HOD-CSE, IQAC Coordinator, St. Mary's Engineering College, Deshmukhi.	Member Secretary	

Signature of the Principal & Chairman of Academic Council

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