



VIGNAN'S

Foundation for Science, Technology & Research

(Deemed to be UNIVERSITY)

Est. with UGC Act 1956

DEPARTMENT OF BIOINFORMATICS

CIRCULAR

Date: 20.09.2025

Department Academic Advisory Committee Meeting

Department of Bioinformatics is going to conduct Department Academic Advisory Committee meeting for the B.Tech. Bioinformatics programme on ~~24~~20.09.2025 from ~~00~~09:00 AM. The venue for the meeting is Room No. ASF-06, Second Floor, U-Block, VFSTR. All the members are requested to make it convenient to attend the meeting.

The members are:

- | | |
|--------------------------|----------------------------------|
| 1. Dr A Ranganadha Reddy | - Professor - Chairperson |
| 2. Dr. Firdoz Shaik | - Assoc. Prof - Member |
| 3. Dr. Ch. Anjani Devi | - Assoc. Prof - Member |
| 4. Dr. Charles David | - Assoc. Prof - Member Secretary |
| 5. Dr. Sankaran K | - Asst. Prof - Member |

Agenda of department academic advisory committee:

1. Discussion on syllabus completion.
2. Status of Lab experiments.
3. Discussion on guest lectures and conference conducted.
4. Course allocation and course completion.
5. Status of SWAYAM-NPTEL courses floated for students under Dept. elective category.
6. Monitoring of assessments.
7. Discussion on any difficulty faced by the students.
8. Any other points with the permission of Chairperson.


Member Secretary


Chairperson

DEPARTMENT OF BIOINFORMATICS

24.09.2025

Minutes of Department Academic Advisory Committee Meeting

Department Academic Advisory Committee meeting of B. Tech., Bioinformatics programme was conducted on 24.09.2025 in Room No. ASF-06, Third Floor, U-Block, VFSTR from 09.00 AM to 11.00 AM.

Agenda of department academic advisory committee:

1. Discussion on syllabus completion.
2. Status of Lab experiments.
3. Discussion on guest lectures and conference conducted.
4. Course allocation and course completion.
5. Status of SWAYAM-NPTEL courses floated for students under Dept. elective category.
6. Monitoring of assessments.
7. Discussion on any difficulty faced by the students.
8. Any other points with the permission of Chairperson.

The following members were present

1. Dr A Ranganadha Reddy - Professor - Chairperson
2. Dr. Firdoz Shaik - Assoc. Prof - Member
3. Dr. Ch. Anjani Devi - Assoc. Prof - Member
4. Dr. Charles David - Assoc. Prof - Member Secretary
5. Dr. Sankaran K - Asst. Prof – Member

The chairperson of DAAC, Dr A Ranganadha Reddy, who is also the Head of the department, opened the meeting. The chairperson presented about the VFSTR initiative to revise the R22 syllabus time to time and also agenda points.

The following points were discussed in the Department Academic Advisory Committee meeting:

1. Discussion on syllabus completion.
2. Course allocation and course completion.
3. Status of Lab experiments.
4. Status of SWAYAM-NPTEL courses floated for students under Dept. elective category.
5. Discussion on guest lectures and conference conducted.
6. Monitoring of assessments and feedback.
7. Discussion on any difficulty faced by the students.
8. Any other points with the permission of Chairperson.

The following resolutions made after the discussion:

1. The committee reviewed the status of syllabus completion across all the courses. Faculty members confirmed that syllabus delivery is on track and will be completed within the stipulated academic calendar. Any minor delays, if reported, will be addressed by providing extra sessions.
2. Course allocation for the current semester was reviewed. The faculty expressed satisfaction regarding the balance in course load. Course progress was noted to be satisfactory in the department.
3. Faculty in charge of laboratory sessions reported that the majority of lab experiments have been conducted as per schedule. For courses with pending experiments, necessary arrangements are being made to complete them before the end of the semester.
4. The committee discussed the enrollment and participation of students in SWAYAM-NPTEL courses offered under the department elective category. Feedback from students was generally positive. Faculty mentors were requested to continue monitoring the progress.
5. It was informed that guest lectures by industry experts and academicians were successfully organized. Details of conducted conferences/seminars were shared, and the committee appreciated the initiative. Plans for future events were also discussed.
6. It was emphasized that continuous assessment through quizzes, assignments, and internal exams is being carried out in alignment with academic regulations. Members were reminded to ensure timely evaluation and feedback.
7. Faculty representatives shared feedback received from students regarding academic and infrastructural issues. Suggestions for additional tutorial sessions for difficult topics were proposed. The committee agreed to address valid concerns promptly.
8. The Chairperson suggested documenting best practices adopted in teaching and assessment.



Member Secretary



Chairperson



VIGNAN'S

Foundation for Science, Technology & Research

(Deemed to be UNIVERSITY)

Est. in 1982 Act 1983

DEPARTMENT OF BIOINFORMATICS

CIRCULAR

Date: 12.02.2025

Department Academic Advisory Committee Meeting

Department of Bioinformatics is going to conduct Department Academic Advisory Committee meeting for the B.Tech. Bioinformatics programme on 15.02.2025 from 09:00 AM. The venue for the meeting is Room No. ASF-06, Second Floor, U-Block, VFSTR. All the members are requested to make it convenient to attend the meeting.

The members are:

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|--------------------------|----------------------------------|
| 1. Dr A Ranganadha Reddy | - Professor - Chairperson |
| 2. Dr. Firdoz Shaik | - Assoc. Prof - Member |
| 3. Dr. Ch. Anjani Devi | - Assoc. Prof - Member |
| 4. Dr. Charles David | - Assoc. Prof - Member Secretary |
| 5. Dr. Sankaran K | - Asst. Prof - Member |

Agenda of department academic advisory committee:

1. Discussion on subject allocation.
2. Workload allocation to faculty.
3. Discussion Projects and internships of final year students
4. Discussion on IDP projects
5. Discussion on first semester results.
6. Curriculum progress and feedback
7. Any other points with the permission of Chairperson.


Member Secretary


Chairperson



VIGNAN'S

Foundation for Science, Technology & Research

(Desired to be UNIVERSITY)

Established in 1985

DEPARTMENT OF BIOINFORMATICS

12.02.2025

Minutes of Department Academic Advisory Committee Meeting

Department Academic Advisory Committee meeting of B.Tech., Bioinformatics programme was conducted on 12.02.2025 in Room No. ASF-06, Third Floor, U-Block, VFSTR from 09.00 AM to 11.00 AM.

Agenda of department academic advisory committee:

1. Discussion on subject allocation.
2. Workload allocation to faculty.
3. Discussion Projects and internships of final year students
4. Discussion on IDP projects
5. Discussion on first semester results.
6. Curriculum progress and feedback
7. Any other points with the permission of Chairperson.

The following members were present

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| 1. Dr A Ranganadha Reddy | - Professor - Chairperson |
| 2. Dr. Firdoz Shaik | - Assoc. Prof - Member |
| 3. Dr. Ch. Anjani Devi | - Assoc. Prof - Member |
| 4. Dr. Charles David | - Assoc. Prof - Member Secretary |
| 5. Dr. Sankaran K | - Asst. Prof – Member |

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The following points were discussed in the Department Academic Advisory Committee meeting:

1. Discussion on subject allocation.
2. Workload allocation to faculty.
3. Discussion Projects and internships of final year students
4. Discussion on IDP projects
5. Discussion on first semester results.
6. Curriculum progress and feedback
7. Any other points with the permission of Chairperson.

The following resolutions made after the discussion:

1. Faculty members presented the current status of syllabus completion for their respective courses. It was noted that the syllabus delivery is progressing well in most courses. In

cases where there is slight lag due to unforeseen reasons, compensatory classes have been planned.

2. Laboratory course coordinators reported that the majority of lab experiments have been completed as per schedule. Pending experiments are expected to be completed in the upcoming weeks. The availability of lab resources and student performance were also reviewed.
3. The committee acknowledged the successful organization of guest lectures by eminent speakers and participation in conferences. Feedback from students was positive. Members agreed on the need for more interdisciplinary and industry-focused lectures in the upcoming semester.
4. The current course allocation was reviewed, and all faculty members confirmed completion progress. The Chairperson suggested the documentation of teaching-learning activities and adherence to timelines for course coverage and assessment.
5. A review of students' enrollment and engagement in SWAYAM-NPTEL electives was carried out. Faculty mentors are monitoring student progress and supporting them with discussion forums and clarifications. Final evaluation and credit transfer procedures were also discussed.
6. The committee emphasized continuous monitoring of internal assessments. It was ensured that periodic tests, assignments, and quizzes are being conducted and evaluated on time. Faculty were reminded to upload internal marks to the VIMS portal within the deadline.
7. Feedback collected from students regarding academic workload, lab access, and learning resources was discussed. The committee suggested scheduling remedial classes for students needing additional academic support. Infrastructure-related concerns will be forwarded to the concerned authorities.
8. The Chairperson suggested the importance of maintaining documentation for academic audits and Faculty were encouraged to motivate students to participate in paper presentations and innovation challenges.



Member Secretary



Chairperson



DEPARTMENT OF BIOINFORMATICS

24.09.2025

Minutes of Department Academic Advisory Committee Meeting

Department Academic Advisory Committee meeting of B.Tech., Bioinformatics programme was conducted on 24.09.2025 in Room No. ASF-12, Third Floor, U-Block, VFSTR from 09.00 AM to 11.00 AM.

Agenda of department academic advisory committee:

1. Discussion on syllabus completion.
2. Status of Lab experiments.
3. Discussion on guest lectures and conference conducted.
4. Course allocation and course completion.
5. Status of SWAYAM-NPTEL courses floated for students under Dept. elective category.
6. Monitoring of assessments.
7. Discussion on any difficulty faced by the students.
8. Any other points with the permission of Chairperson.

The following members were present

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| 2. Dr. Firdoz Shaik | - Assoc. Prof - Member |
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| 4. Dr. Charles David | - Assoc. Prof - Member Secretary |
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