



DEPARTMENT OF MANAGEMENT STUDIES

VFSTR/DMS/DAAC/2025-26/4/02

Date: 26-11-2025

CIRCULAR

Department of Management Studies is going to conduct a Department Academic Advisory Committee (DAAC) meeting on 27-11-2025 at HoD's chamber. Kindly attend the following DAAC members.

The members are

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|-----|--------------------------|--------------|
| 1. | Dr. Sarita Satpathy | -Chairperson |
| 2. | Dr. Kalpana Koneru | - Member |
| 3. | Dr. B. Madhusudhana Rao | - Member |
| 4. | Dr. D. Vijay Krishna | -Member |
| 5. | Dr.B.Srinivasa Rao | - Member |
| 6. | Dr. Phani Kumar, Katuri | - Member |
| 7. | Dr. M. Sivakoti Reddy | - Member |
| 8. | Dr. Ch. Hymavathi | - Member |
| 9. | Dr. K. Sivanageswara Rao | - Member |
| 10. | Dr. Lakshmi Narayanamma | - Member |
| 11. | Dr. D. Sudhir Babu | - Member |
| 12. | Dr. A. Sai Manideep | - Member |

Agenda for Discussion:

- Review of course coverage and student performance in continuous assessments
- Analysis of formative assessment (Module I) results
- Student mentoring and academic guidance progress
- Review of student internship activities
- Discussion on slow learner classes

Chairperson

Dr. Sarita Satpathy



DEPARTMENT OF MANAGEMENT STUDIES

Date: 29.11.2025

Minutes of DAAC Meeting

Department Academic Advisory Committee (DAAC) meeting for Department of Management Studies was held on 27-11-2025 at HoD's chamber, VFSTR. The following members have attended the meeting.

1.	Dr. Sarita Satpathy	-Chairperson
2.	Dr. Kalpana Koneru	- Member
3.	Dr. B. Madhusudhana Rao	- Member
4.	Dr. D. Vijay Krishna	-Member
5.	Dr.B.Srinivasa Rao	- Member
6.	Dr. Phani Kumar, Katuri	- Member
7.	Dr. M. Sivakoti Reddy	- Member
8.	Dr. Ch. Hymavathi	- Member
9.	Dr. K. Sivanageswara Rao	- Member
10.	Dr. Lakshmi Narayanamma	- Member
11.	Dr. D. Sudhir Babu	- Member
12.	Dr. A. Sai Manideep	- Member

- Committee was emphasized that all faculty members should complete the syllabus as per the academic calendars and update course content, teaching pedagogies regularly
- The committee analysed the performance of students in internal assessments and suggested few subjects required intervention due to below-average student performance.
- The committee suggested to strengthening the student mentoring system.
- The committee reviewed the quality of student internships and advised faculty mentors to continue regular monitoring and provide guidance in the preparation of internship reports.
- The committee reviewed slow learner students progress.

Chairperson

Dr. Sarita Satpathy



DEPARTMENT OF MANAGEMENT STUDIES

Date: 01-12-2025

ACTION TAKEN REPORT

Here is a draft Action Taken Report for the Department Academic Advisory Committee held on 27-11-2025 based on the provided agenda points.

Suggestion	Action taken
Suggested to continuously monitor and guide students throughout their internships	Faculty mentors have been assigned to regularly monitor and guide students during their internships. Periodic reviews and feedback sessions have been implemented.
Suggested to take appropriate measures to ensure that students clearly understand the Program Outcomes	Awareness sessions conducted in the first week of classwork across all sections

Chairperson

Dr. Sarita Satpathy