



K. S. GROUP OF INSTITUTIONS

K.S. SCHOOL OF ENGINEERING AND MANAGEMENT, BENGALURU-109

REF: KSSEM/COM//2023 -2024

DATE: 28/11/2023

CIRCULAR - Constitution of Committees

The following committees have been constituted for the academic year 2023-24, to take care of the various activities in our college.

Sl. No	Committee	Responsibility	Members	Contact Number	Mail ID
1	Disciplinary & Anti Ragging Committee	Restriction of usage mobile in the campus, monitoring Dress Code, grievances & anti-ragging, control of students, talking in the corridors & disturbing classes. Strict implementation of rules & regulations laid by Govt. of Karnataka & VTU in and around the College. Enquiry to be called if any case reported. Report to be submitted to the Principal with their recommendations. Monthly report needs to be submitted with Minutes and action taken	Dr. Balaji B	98454 96309	hod.mech@kssem.edu.in
			Dr. Arun Kumar. M	94838 92689	arunkumar@kssem.edu.in
			Mr. Manjunath. T K	9980733337	hod.ad@kssem.edu.in
			Dr. Arekal Vijay	9663590628	arekal.vijay@kssem.edu.in
			Ms. Sushmitha Suresh	9538024921	sushmithasuresh@kssem.edu.in
			Mr. Akashdeep.B.N	9986346009	akashdeep.b.n@kssem.edu.in
			Ms. Kokila	8884735656	kokilakulkarni@kssem.edu.in
			Mr. Umesh. S	9742215053 9980740630	ped_transport@kssem.edu.in
			Dr. Ambika.C.A	9036486519	lib.engg@kssem.edu.in

			Dr. C.Vasudev	9448514244	vasudev.c@kssem.edu.in
			Mr. Balakrishna Naidu	9880696259	bknaidu0389@gmail.com
			Dr. K. Senthil Babu	9886471877	ksenthilbabu80@gmail.com
			Ms. Jayashree. G R	9036185089	jayasree27.93@gmail.com
2	Stock Verification Committee	Verification of stock in various departments after the practical examination. – once in an year within one weeks' time and submit the report to the Principal	Mr. Veerendra Kumar	9448848335	veerendrakumar@kssem.edu.in
			Ms. Manjula.B.G	8884123709 9986423708	manjula.b.g@kssem.edu.in
			Dr. Abhishek. M R	9886045566	abhimalasani@gmail.com
			Dr. Swarna.S	9886815488	swarna.s@kssem.edu.in
			Mrs. Roopa Balavenu	9880243223	Roopa.balavenu@kssem.edu.in
			Ms. Swati Sarkar	8095234493	guptaswati86@gmail.com
			Ms. Jayasubha. J	9620655210	jsr.shubha@gmail.com
			Ms. Anujna. M	9611699796	anujna@kssem.edu.in
			Ms. Frinkly S Shanik. T	9042129080	frinklyshanija@kssem.edu.in
			Dr. Lakshmi B	9945342974	lakshmi@ksem.edu.in
3	Training & Placement	Placement activities, calling companies for conducting	Mr. Dinesh Kumar. T	9843010806	dineshkumart@kssem.edu.in

	Cell Committee	interview / On the campus / off the campus and mock interview & Personality Development Programme, organizing training programme.	Mr. Dileep J	8867781213	dileep1721991@gmail.com
			Ms. Tejaswini. G V	7349472246	tejaswini.gv@kssem.edu.in
			Mr. Manjunath.B	9742766727	mjsharu.engineer@gmail.com
			Ms. Nagaveni Nimbali	9538626842	nagaveni@kssem.edu.in
			Ms. Supriya Suresh	8310822219	supriyasuresh@kssem.edu.in
			Ms. Tejaswini. M S	9972134287	thejaswini@kssem.edu.in
			Ms. Pavana H	9916741952	pavanah@kssem.edu.in
			Mrs. Roopa Balavenu	9880243223	Roopa.balavenu@kssem.edu.in
			Ms. Jayashree. G R	9036185089	jayasree27.93@gmail.com
			Ms. Bindu. K P	9741033007	bindukp@kssem.edu.in
4	Sports Committee	Conducting Sports activities, Intra-mural games, Inter-Collegiate/university/interstate sports, Sports Day etc... and sport related issues.	Mr. Umesh. S	9742215053 9980740630	ped_transport@kssem.edu.in
			Mr. Parashuram. A. K	8660095661	parashuram.a.k@gmail.com
			Dr. Manu.D.K	9845223111	manu.d.k@kssem.edu.in
			Dr. Arun Kumar. M	94838 92689	arunkumar@kssem.edu.in
			Ms. Nethravathi. K G	9743906869	nethravathi@kssem.edu.in

			MBA Faculty		-
			Ms Amrutha D	7975218143	amrutha@kssem.edu.in
			Ms. Divya R	9964664461	divya.r@kssem.edu.in
			Ms. P S. Geetha	9448587157	geetha@kssem.edu.in
			Mr. Sudhakar P	9036776991	sudhakar@kssem.edu.in
			Ms. Frinkly S Shanik. T	9042129080	frinklyshanija@kssem.edu.in
5	Website & Webmaster Committee	Updating the Students academic details Institutions data in the website, which includes students / attendance & IA Marks etc., Dept. Programs conducted, organizing & planned need to forward to www.ksit.ac.in to upload in the College Website.	Mr. Naveena.M.P	9071135404	mpsnaveena@gmail.com
			Ms. Kavitha. K S	9380024281	kavitha.ks235@gmail.com
			Mr. Syed Waseem Tabriz	9740391814	syedwaseem.tabriz@kssem.edu.in
			Ms. Tejaswini. G V	7349472246	tejaswini.gv@kssem.edu.in
			Ms. Pavithra. J	9972182908	pavithra.j@kssem.edu.in
			Mr. Dinesh Kumar. T	9843010806	dineshkumart@kssem.edu.in
			Ms. P S. Geetha	9448587157	geetha@kssem.edu.in
			Mr. Harsha. J	9632344550	harsha.j@kssem.edu.in
			Ms. Jayashree. G R	9036185089	jayasree27.93@gmail.com
6	Transport Committee	Bus maintenance, timings, RTO, Insurance, transport timings at the time of examination and transport related issues. Routes plan	Dr. Arun Kumar. M	94838 92689	arunkumar@kssem.edu.in
			Ms. Sowmya.K	8317497835	sowmyasinchu8593@gmail.com
			Mr. B. Ramana Reddy	98444 31177	-

			Mr. Chitti Babu Naidu	94486 71845	-
			Mr. Sreedhar. N	9886239102	sreedhar@kssem.edu.in
			Ms. Tejaswini M S	9972134287	tejaswini@kssem.edu.in
7	Hostel & Canteen Committee	Welfare of hoteliers with regard to Food, accommodation and all other related issues. Meeting has to be convened to get grievances/ complaints from students with regard to taste, change of menu, and timings of the mess/canteen. Monthly report need to be submitted with meeting minutes and action initiated.	Mr. Gopalakrishnamurthy.C.R	9880127272	gopalakrishnamurthy.c.r@kssem.edu.in
			Mr. Satish.B.N	8123500413	satish.bn@kssem.edu.in
			Mrs. Arundathi. K L	9535344008	arundathi@kssem.edu.in
			Ms. Deepa R Bhangi	9844446033	deepa.bhangi@kssem.edu.in
			Ms. Chaya Suryabhan Dule	9113535466	chhayasd@kssem.edu.in
			Mr. Shashi Prasad.N	9632081005	shashiPrasad700@gmail.com
			Dr.C.Vasudev	9448514244	vasudev.c@kssem.edu.in
			Ms. Meena. G	9060850877	meenagkrish@gmail.com
			Ms. Prasanna. N	8050599700	prasu4cse@gmail.com
			Mr. Balakrishna Naidu	9880696259	bknaidu0389@gmail.com
8	Cultural Committee	Cultural Events. Teachers Day, Engineers Day, Graduation Day and other important functions.	Ms. Sougandhika Narayan	9880285886	sougandhika@kssem.edu.in
			Ms. Divya R	9964664461	divya.r@kssem.edu.in
			Mr. Keethi A	9019579125	keerthi@kssem.edu.in

			Ms. Manjula.B.G	8884123709 9986423708	manjula.b.g@kssem.edu.in
			Ms. Pallavi	9538633176	pallavim@kssem.edu.in
			Ms. Amitha.S	9481889564	amitha.s@kssem.edu.in
			Ms. Madhusmita Mishra	9380502914	madhusmita@kssem.edu.in
			Ms. Renuka V Tali	9164662926	renuka.v.tali@kssem.edu.in
			Dr. Manu.D.K	9845223111	manu.d.k@kssem.edu.in
			Mr. Harsha.J	9632344550	harsha.j@kssem.edu.in
			Mr. Sreedhar N	9886239102	sreedhar@kssem.edu.in
			Ms. Jayashree. G R	9036185089	jayasree27.93@gmail.com
			Dr. Lakshmi B	9945342974	lakshmi@kssem.edu.in
9	Library Committee	Procurement of Books, maintenance of Journals, Magazines, Newsletter Issue & library related issues	Dr. Girish V Attimarad	9483164860	hod.ece@kssem.edu.in
			Dr. Rashmi H R	9743266764	rashmih@kssem.edu.in
			Mr. Syed Waseem Tabriz	9740391814	syedwaseem.tabriz@kssem.edu.in
			Dr. Ambika.C.A	9036486519	lib.engg@kssem.edu.in
			Ms. Chandana. V S	9901880790	chandnavs05@gmail.com
			Ms. Pavana H	9916741952	pavanah@kssem.edu.in
			Ms. Divya R	9964664461	divya.r@kssem.edu.in

			Mr.Harisha. P	9731380542	harisha@kssem.edu.in
10	NSS Committee	Plantings of saplings, conduction of one day & special programmes, road laying, community attachment, blood donation etc.....	Mr. Manohar Kumar K N.	9035399237	manoharkumar.kn@kssem.edu.in
			Mr. Umesh. S	9742215053 9980740630	ped_transport@kssem.edu.in
			Ms. Punitha. M R	8296753352	punitha1991aug@gmail.com
			Mr. Prashanth.M	9916474734	prashanthraj1506@gmail.com
			Mr. Sreedhar N	9886239102	sreedhar@kssem.edu.in
			Ms. Nischitha A H	8618483908	nishchatha@kssem.edu.in
			Ms. Renuka V Tali	9164662926	renuka.v.tali@kssem.edu.in
			Ms. Pavana H	9916741952	pavanah@kssem.edu.in
			Dr. Arun Kumar	94838 92689	arunkumar@kssem.edu.in
			Dr. Kishore M	9901166697	kishore@kssem.edu.in
11	Technical Bodies IETE / CSI / SAE	Conduction of ISTE & IEI Chapters, Registration of students every year. Conducting of events, seminars... Formation of Technical Associations, Registration of students every year,	Dr. Rashmi. H R	9743266764	rashmihr@kssem.edu.in
			Mr. Manjunath. T K	9980733337	hod.ad@kssem.edu.in
			Dr. Karthik.P	9739319167	karthik.p@kssem.edu.in
			Ms. Manjula B G	8884123709 9986423708	manjula.b.g@kssem.edu.in

		Conducting of events, seminars, Guest Lecturers / Special Invitees...etc. under association banner	Dr. Jyothi.P.N	9663080471	jyothi.p.n@kssem.edu.in
			Ms. Neeta Meshram	9845830719	nita@kssem.edu.in
12	Grievances Committee/ Human Rights Club	Students / Staff Redressal and also work with Disciplinary & Anti Ragging Committee. Monthly meeting to be conducted and record the action taken.	Dr. Vijayalakshmi Akella	9845399068	hod.civil@kssem.edu.in
			Ms. Madhusmita Mishra	9380502914	madhusmita@kssem.edu.in
			Ms. Jayasubha. J	9620655210	jsr.shubha@gmail.com
			Mr. Akashdeep.B.N	9886779825 9986346009	akashdeep.b.n@kssem.edu.in
			Ms. Chandana. V S	9901880790	chandnavs05@gmail.com
			Ms. Hemapriya. M	9900519825	hema.priya@kssem.edu.in
			Mr. Sreedhar N	9886239102	sreedhar@kssem.edu.in
			Ms. Chaya Suryabhan Dule	9113535466	chhayasd@kssem.edu.in
			Ms. Jayashree. G R	9036185089	jayasree27.93@gmail.com
13			Dr. Vijayalakshmi Akella	9845399068	hod.civil@kssem.edu.in
			Ms. Tejaswini. M S	9972134287	thejaswini@kssem.edu.in
			Ms. Supriya Suresh	8310822219	supriyasuresh@kssem.edu.in
			Mr. Ravikiran.B.A	8970450092	ravikiran.ananthasubbaraya@kssem.edu.in

	Students Project / KSCST / VGST Committee	The Committee has to monitor the project work carried out by the students of the Institution. Inter-department projects should also be encouraged. Preparing proposals for external funding. The Committee has to monitor the project work carried out by the students of the Institution. Inter-department projects should also be encouraged. Preparing proposals for external funding.	Dr. Arun Kumar	94838 92689	arunkumar@kssem.edu.in
			Dr. Jyothi.P.N	9663080471	jyothi.p.n@kssem.edu.in
			Dr. Karthik.P	9739319167	karthik.p@kssem.edu.in
			Dr. Swarna.S	9886815488	swarna.s@kssem.edu.in
14	Alumni Committee	Formation of committee. Committee has to arrange meet once in six months and give suggestions on placement activities, according to the existing scenario. Conducting of orientation/seminars/workshops programme for students. Organizing Graduation Day.	Mr. Sanjay Baburao Naik	9902422600	sanjay.baburao.nayak@kssem.edu.in
			Mr. Prashanth. M	9916474734	prashanthraj1506@gmail.com
			Mr. Harsha. J	9632344550	harsha.j@kssem.edu.in
			Ms. Amitha.S	9481889564	amitha.s@kssem.edu.in
			Ms. Meena. G	9060850877	meenagkrish@gmail.com
			Ms. Prasanna. N	8050599700	prasu4cse@gmail.com
			Ms. Nivedita. A	9731990269	nivedita@kssem.edu.in
			Mr. Sreedhar N	9886239102	sreedhar@kssem.edu.in

			Ms. Manjula B G	8884123709 9986423708	manjula.b.g@kssem.edu.in
15	Industrial Visit Committee	Arranging Industrial Visit for all the departments, registration fees, writing letters for permission from the Company, arranging transportation & other facilities.	Mr. Prashanth.M	9916474734	prashanthraj1506@gmail.com
			Dr. Abhishek M R	9886045566	abhimalasani@gmail.com
			Ms. Chandana. V S	9901880790	chandnavs05@gmail.com
			Ms. Supriya Suresh	8310822219	supriyasuresh@kssem.edu.in
			Ms. Hemapriya M	9900519825	hema.priya@kssem.edu.in
			Mr. Manjunath. T K	9980733337	hod.ad@kssem.edu.in
			Ms. Belji. T	9880790308	belji@kssem.edu.in
			Dr. Manu.D.K	9845223111	manu.d.k@kssem.edu.in
16	Purchase Committee	Requirements of materials for the entire College should be done solely by the Committee, getting requirements for the department, calling for quotations from the dealer, making comparative study, getting approval from Co-ordinator, after purchase, planning & installation of equipment, finally recommendations for	Mr. E.Babu Naidu	8050773173	babu.naidu.e@kssem.edu.in
			Dr. Balaji. B	98454 96309	hod.mech@kssem.edu.in
			Dr. Vijayalakshmi Akella	9845399068	hod.civil@kssem.edu.in
			Dr. K. Senthil Babu	9886471877	hod.ece@kssem.edu.in
			Dr.C.Vasudev	9448514244	vasudev.c@kssem.edu.in
			Dr. Shekar. H S	9886331199	Hod.mba@kssem.edu.in

		payment.	Dr. Arun Kumar. M	94838 92689	arunkumar@kssem.edu.in
			Dr. K. Venkata Rao	9343751362	hod.cse@kssem.edu.in
17	Anti-Sexual Harassment Committee	Ours is Co-educational Institution, the committee has to set right the grievances / complaints raised by the girl students. Need to protect gender policy. Formulate committee as per VTU Norms	Dr. Balaji. B	98454 96309	hod.mech@kssem.edu.in
			Dr. Vijayalakshmi Akella	9845399068	hod.civil@kssem.edu.in
			Dr. K. Senthil Babu	9886471877	hod.ece@kssem.edu.in
			Dr.C.Vasudev	9448514244	vasudev.c@kssem.edu.in
			MBA Hod		Hod.mba@kssem.edu.in
			Mr. Manjunath. T K	9980733337	hod.ad@kssem.edu.in
			Dr. Arun Kumar	94838 92689	arunkumar@kssem.edu.in
			Dr. K. Venkata Rao	9343751362	hod.cse@kssem.edu.in
			Mr. Ramesh Babu. N	9901933660	hod.csbs@kssem.edu.in
18	Newsletter & Magazine Committee	It is the duty of committee to bring out 2 newsletters and one Souvenir in a year. Consisting students / staff participation in workshop / seminar / paper presentation which includes sports / games. Magazines / Souvenir will be the collection of Annual Events of the College	Mr. Ravikiran.B.A	8970450092	ravikiran.ananthasubbaraya@kssem.edu.in
			Ms. Neeta Meshram	9845830719	nita@kssem.edu.in
			Mr. Naveena M P	9071135404	mpsnavena@gmail.com
			Ms. Punitha. M R	8296753352	punitha1991aug@gmail.com
			Ms. Belji	9880790308	belji@kssem.edu.in


			Ms. P S. Geetha	9448587157	geetha@kssem.edu.in
			Dr. Abhishek M R	9886045566	abhimalasani@gmail.com
19	Appointment Committee	Committee has to verify the application which was recommended by HOD's and call for personal interview, assessing their personality, capacity and the recommendation has to be done for appointment or rejection.	Dr. Balaji. B	98454 96309	hod.mech@kssem.edu.in
			Dr.Vijayalakshmi Akella	9845399068	hod.civil@kssem.edu.in
			Dr. K. Senthil Babu	9886471877	hod.ece@kssem.edu.in
			Dr.C.Vasudev	9448514244	vasudev.c@kssem.edu.in
			MBA Hod		Hod.mba@kssem.edi.in
			Dr. Arun Kumar. M	94838 92689	arunkumar@kssem.edu.in
			Dr. K. Venkata Rao	9343751362	hod.cse@kssem.edu.in
			Mr. Manjunath. T K	9980733337	hod.ad@kssem.edu.in
			Mr. Ramesh Babu. N	9901933660	hod.csbs@kssem.edu.in
20	Internet / Campus Automation Committee	Effective usage of Firewall-related activities. Monitoring UPS Storage, Internet, Wi – Fi, CCTV and Biometric maintenance.	Dr. K. Venkata Rao	9343751362	hod.cse@kssem.edu.in
			Mr. Venugopal Naidu	9742499299	venugopalnaiduk@kssem.edu.in
			Mr. Mahantesh Morabad	9739510644	mahantesh@kssem.edu.in
21	EDC / IIP / IPR	Formation of EDC/IEDC, organizing training	Dr. Arekal Vijay	98457 25810	arekalvijay@gmail.com

	Committee	programme, proposals for external funding. Formation of IIP cell, organizing awareness programs for staff and students on IPR, proposals for external funding.	Ms. Nagaveni Nimbai	9538626842	nagaveni@kssem.edu.in
22	Publicity & Information Committee	Any publicity issues to be handled by the committee. Newspapers preparation of college brochures / CDs information to the publishers etc.	Dr. K. Senthil Babu	9886471877	ksenthilbabu80@gmail.com
			Ms. Ambuja. K	8861240680	ambujakgowda@gmail.com
			Mr. Dinesh Kumar. T	9843010806	dineshkumart@kssem.edu.in
			Mr. Gopalakrishnamurthy. C.R	9632344550	gopalakrishnamurthy.c.r@kssem.edu.in
			Mr. Harsha.J	9845399068	harsha.j@kssem.edu.in
			Dr. K. Venkata Rao	9343751362	hod.cse@kssem.edu.in
			Mr. Shashi Prasad. N	9632081005	shashiprasad700@gmail.com
			Mr. Sreedhar N	9886239102	sreedhar@kssem.edu.in
23	NAAC & Department Progress Committee	Preparation of documents as per NBA, Vision, Mission of the College / departments, Pos, PEOs, Mapping of Cos with Pos, Result Analysis, Students, Parents, Alumni and Stakeholders reports /	Dr. Vijayalakshmi Akella	9483164860	hod.civil@kssem.edu.in
			Dr. K. Senthil Babu	9886471877	hod.ece@kssem.edu.in
			Dr. K. Venkata Rao	9343751362	hod.cse@kssem.edu.in
			Dr. Balaji. B	98454 96309	hod.mech@kssem.edu.in

feedback. Uploading of the department activities in web including related articles and proposals. Co-ordination with Pupilpod for preparation of NBA documents / files.	Dr. C.Vasudev	9845069808	vasudev.c@kssem.edu.in
	Mr. Manjunath. T K	9980733337	hod.ad@kssem.edu.in
	Mr. Ramesh Babu. N	9901933660	hod.csbs@kssem.edu.in
	Dr. Arun Kumar. M	94838 92689	arunkumar@kssem.edu.in
	MBA Hod		Hod.mba@kssem.edi.in

Note: All the Committee Coordinators need to conduct meetings atleast once in a month and whenever need arises and record on the action taken.

Copy to : The President / Secretary KSSEM - For Information
: All Coordinators
: Office/Transport/Placement/Library/Sports/Hostel


SIGNATURE OF PRINCIPAL
Dr. K. RAMA NARASIMHA
Principal/Director
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