

CIRCULAR

Sub: CBIT - Admission of 1st year students during the academic year 2015-2016 - Prevention of ragging and punishment for indulging in ragging - Formation of Committees - Reg.

As the first year classes of B.E. / B.Tech. will be commencing from dt.03.08.2015, the following Committees are formed to take necessary action for prevention of ragging:

I. ANTI-RAGGING COMMITTEE

1. Dr. M. Koti Reddy, Professor, Dept. of Civil Engg. & Dean -Student Affairs.
2. Dr. T. Saikrishna, Prof. & Head, Dept. of Bio-Tech. Engg.
3. Dr. P. V. Naga Prapura, Assoc. Prof., & Head, Dept. of Chem. Engg.
4. Dr. P. Giridhar Reddy, Assoc. Prof., & Head, Dept. of Chemistry.
5. Dr. K. Jagannadha Rao, Prof. & Head, Dept. of Civil Engg.
6. Dr. Y. Rama Devi, Prof. & Head, Dept. of CSE.
7. Dr. K. Krishnaveni, Prof. & Head, Dept. of EEE.
8. Dr. N. V. Koteswara Rao, Prof. & Head, Dept. of ECE & Dean - CDAAC.
9. Dr. K. Radhika, Assoc. Prof. & Head, Dept. of IT.
10. Dr. K. Sagar, Assoc. Prof. & Head, Dept. of MCA.
11. Dr. M. Ganeshwar Rao, Assoc. Prof. & Head, Dept. of Maths & Humanities
12. Dr. P. Ravinder Reddy, Prof. & Head, Dept. of Mech. Engg. & Dean - R&D.
13. Dr. N. Amrutha Reddy, Prof. & Head, Dept. of Physics. I/c - 1 years.
14. Dr. S. Saraswathi, Prof. & Head, Dept. of SMS.
15. Dr. R. Sreedhar Rao, Professor, Dept. of Chem. Engg.
16. Prof. P. Sreenivas sarma, Professor, Dept. of Civil Engg.
17. Prof. S.S.V. Chalam, Professor, Dept. of Civil Engg.
18. Prof. M.J. Hemanth Kumar, Professor, Dept. of Civil Engg. & Maintenance I/c.
19. Dr. K. Tirumal Reddy, Professor, Dept. of Civil Engineering.
20. Dr. P. Rama Raju, Professor, Dept. of Civil Engg.
21. Dr. C. R. K. Reddy, Professor, Dept. of CSE.
22. Prof. N.Ramadevi, Professor, Dept. of CSE.
23. Dr. P. V. Prasad, Professor, Dept. of EEE.
24. Prof. P. V. Balasubramanyam, Professor, Dept. of EEE
25. Dr. D. Krishna Reddy, Professor, Dept. of ECE.
26. Dr. K. Subba Rao, Professor, Dept. of ECE.
27. Dr. A. D. Sarma, Professor, Dept. of ECE.
28. Dr. A.V. Narasimha Rao, Professor, Dept. of ECE.
29. Dr. M. V. S. Murali Krishna, Professor, Dept. of Mech. Engg.
30. Dr. Y. Krishna Reddy, Professor, Dept. of Mech. Engg., & I/c - AEC.
31. Prof. K. Hari Prasad, Professor, Dept. of Mech. Engg.
32. Dr. G. Haragopal, Professor, Dept. of Mech. Engg.

34. Dr. N. V. Srinivasulu, Professor, Dept. of Mech. Engg.
35. Dr. P. V. R. Ravindra Reddy, Professor, Dept. of Mech. Engg.
36. Dr. K. Lakshmi, Professor, Dept. of Chemistry.
37. Dr. K. Rama Rao, Assoc. Prof., Dept. of M&H.
38. Sri M.V. Nagabhushanam, Assoc. Professor, Dept. of ECE.
39. Sri M. Kalidas, Assoc. Professor, MCA Dept. & NCC Incharge.
40. Dr. N.L.N. Reddy, Assoc. Prof., Training & Placement Officer
41. Dr. G. Shyam Mohan Reddy, Physical Director.
42. Dr. C. Srikanth Reddy, Librarian.
43. Dr. B. Sreedhar Rao, Sr. Asst. Professor, Chem. Engg. Dept. & NSS Officer
44. Dr. Swatmaram, Assoc. Professor, Dept. of M&H.
45. Sri Y.S. Chandrasekhar Reddy, Lab Assistant, Dept. of Civil Engg.
46. Smt. K. Vasantha Lakshmi, Lab Asst. Dept. of Civil Engg.
47. Sri Ch. Harinayarana Reddy, Lab Assistant, Dept. of Civil Engg.
48. Sri S. Amarender Reddy, Lab Assistant, Dept. of Civil Engg.
49. Sri V. Govardhan Reddy, Lab Assistant, Dept. of ECE.
50. Sri A.V.S.V. Prasad, Lab Assistant, Dept. of ECE.
51. Smt. Y.V.R.S. Satyavathi, Lab Asst., Dept. of ECE.
52. Sri. R. Murali, Lab Asst. Dept. Of EEE.
53. Sri P. Nagender Reddy, Lab Assistant, Dept. of Mech.Engg.
54. Sri E. Sanjeeva Reddy, System Engineer, Dept. of CSE.
55. Smt. K. Madhavi, Programmer, Dept. of IT.
56. Sri K. Srirama Reddy, Lab Assistant, Dept. of Bio-Tech. Engg.
57. Sri S. Narasimha Reddy, Lab Assistant, Dept. of Physics.
58. Sri B. Ailayah, Lab Assistant, Dept. of Chemistry.
59. Sri Ch. Madhava Reddy, Maintenance.
60. Any other member nominated by the Principal, if necessary.

All the members of the above Committee are requested to take appropriate action to prevent ragging. If they notice that any student is involved in ragging, they may bring the matter to the notice of the Principal immediately for taking necessary action. In case of urgency, they can take "Spot Decision" to control ragging depending upon the situation and then bring the matter to the notice of the Principal.

All the members of the Committee are also requested to spare their time to go round the campus at regular intervals between 9.30 AM to 4.15 PM including lunch hour.

1) **DISCIPLINARY COMMITTEE:**

1. Dr. B. Chennakesava Rao, Principal.
2. Dr. T. Saikrishna, Head of the Dept. of Bio-Tech. Engg.
3. Dr. P. V. Naga Prapurna, Head of the Dept., Chem. Engg.
4. Dr. P. Giridhar Reddy, Head of the Dept., Chemistry.
5. Dr. K. Jagannadha Rao, Head of the Dept., Civil Engineering.
6. Dr. Y. Rama Devi, Head of the Dept., CSE.

7. Dr K. Krishnaveni, Head of the Dept., EEE.
8. Dr. N.V. Koteswara Rao, Head of the Dept., ECE & Dean - CDAAC.
9. Dr. K. Radhika, Head of the Dept., IT.
10. Dr. K. Sagar, Head of the Dept., MCA.
11. Dr. M. Ganeshwar Rao, Head of Dept., Maths and Humanities.
12. Dr. P. Ravinder Reddy, Head of the Dept., Mech. Engg. & Dean - R&D.
13. Dr. N. Amrutha Reddy, Head of the Dept., & I/C for 1st year students.
14. Dr. S. Saraswathi, Head, Dept. of SMS.

The Heads of Departments are requested to take leading role to prevent ragging in the CBIT campus, Gandipet, Mehdipatnam, Langarhouse, Khanapur Bus Stands, Boys Hostel and Girls Hostel. The Heads of Departments are hereby requested to attend the anti ragging duties in the college during 4.15 PM to 6.00 PM as per the following schedule from the 1st day of class work for 1st year students. The faculty will also be drafted for attending the said duties in the college from 4.15 PM to 6.00 PM every day.

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| 1. | Dr. T. Saikrishna, Head, Dept. of Bio-Tech. Engg. | - 1 st , 3 rd & 5 th Thursday |
| 2. | Dr. P. V. Naga Prapurna, Head, Dept. of Chem. Engg. | - 1 st , 3 rd & 5 th Friday |
| 3. | Dr. P. Giridhar Reddy, Head, Dept. of Chemistry | - 2 nd & 4 th Friday |
| 4. | Dr. K. Jagannadha Rao, Head, Dept. of Civil Engg. | - 1 st , 3 rd & 5 th Monday |
| 5. | Dr. Y. Ramadevi, Head, Dept. of CSE. | - 2 nd & 4 th Monday |
| 6. | Dr. K. Krishnaveni, Head, Dept. of EEE. | - 2 nd & 4 th Tuesday |
| 7. | Dr. N.V. Koteswara Rao, Head, Dept. of ECE. | - 1 st , 3 rd & 5 th Wednesday |
| 8. | Dr. K. Radhika, Head, Dept. of I.T. | - 2 nd & 4 th Wednesday |
| 9. | Dr. K. Sagar, Head, Dept. of MCA. | - 2 nd & 4 th Wednesday |
| 10. | Dr. M. Ganeshwar Rao, Head, Dept. of M & H | - 2 nd & 4 th Tuesday |
| 11. | Dr. P. Ravinder Reddy, Head, Dept. of Mech. Engg. | - 1 st , 3 rd & 5 th Tuesday |
| 12. | Dr. N. Amrutha Reddy, Head, Dept. of Physics | - 2 nd & 4 th Thursday |
| 13. | Dr. S. Saraswathi, Head, Dept. of SMS | - 2 nd & 4 th Thursday |

Dr. Y. Krishna Reddy, Professor, Mech. Dept. & Incharge AEC, Dr. S. Swatmaram, Assoc. Professor, Maths & Humanities & Co-Incharge, AEC, Dr. B. Sreedhar Rao, Assoc. Professor, Chem. Engg. Dept. & NSS Officer, Dr. G. Shyam Mohan Reddy, Assoc. Professor, Physical Education and Dr. C. Srikanth Reddy, Librarian, are requested to stay back on all working days till 6.00 PM and go round the campus (including Gandipet Bus stand, Kanapur and Hostels if necessary) especially during lunch time and also in the evenings till all the buses leave the campus.

All the Heads of the Departments are requested to draft the staff from their respective Departments with an intimation to the Principal's Office for attending the anti-ragging duty with effect from 1st day of 1st year class work i.e.03.08.2015 from 4.15 PM to 6.00 PM as shown below. The Heads of the Departments are also requested to instruct their staff, who are attending anti-ragging duty, to report by 4.00 PM and sign in the Register kept in the Principal's Office.

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| 1. | Bio-Tech. Dept. | 1 staff member daily from Monday to Friday |
| 2. | Chemical Engg. Dept. | 1 staff member daily from Monday to Friday |
| 3. | Chemistry Department | 1 staff Member on Tuesday & Thursday |
| 4. | Civil Engg. Department | 2 staff members / daily from Monday to Friday |
| 5. | CSE Department | 2 staff members / daily from Monday to Friday |
| 6. | EEE Department | 1 staff member / daily from Monday to Friday |
| 7. | ECE Department | 2 staff members / daily from Monday to Friday |
| 8. | IT Department | 1 staff member / daily from Monday to Friday |
| 9. | MCA Department | 1 staff member on Tuesday, Thursday |
| 10. | Maths & Hum. Department | 1 staff member / daily from Monday to Friday |
| 11. | Mech. Engg. Department | 2 staff members / daily from Monday to Friday |
| 12. | Physics Department | 1 staff member on Monday, Wednesday & Friday |
| 13. | SMS Department | 1 staff member / daily from Monday to Friday |


3/8/15
PRINCIPAL

To

All the Heads of the Departments / Sections for information & necessary action.

All the Individuals concerned for necessary action.

CC to All Deans, Admn. Officer, COE & AEC I/C, for information.