

# Annamacharya

Institute of Technology and Sciences Kadapa  
**2020-2021**



## INTERNAL QUALITY ASSURANCE CELL (IQAC)

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ANNAMACHARYA INSTITUTE OF  
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C.K. Dinne (V&M),  
KADAPA - 516 003. (A.P.)



College Code: HM

# ANNAMACHARYA INSTITUTE OF TECHNOLOGY AND SCIENCES : KADAPA

(Approved by A.I.C.T.E., New Delhi & Affiliated to Jawaharlal Nehru Technological University Anantapur)

## CIRCULAR

Dated: 28.10.2021

IQAC meeting is convened on 30.10.2021, at 11:30 am, in the Board Room, to discuss the following processes to the quality procedures prescribed by the NAAC.

1. Teaching & Learning Activities
2. Collaborative Activities
3. Participation in Virtual Workshops/ FDPs/Webinars Conferences
4. Research Activities
5. Preparation for NAAC peer team visit
6. Any other matter.

Coordinator (IQAC)

  
Principal  
PRINCIPAL

ANNAMACHARYA INSTITUTE OF  
TECHNOLOGY & SCIENCES  
C.K. Dinne (V&M),  
KADAPA - 516 003. (A.P.)

### Copy to:

- The Secretary, Annamacharya Institute of Technology and Sciences, Kadapa
- The Principal
- The Heads of Departments
- All the members of IQAC



College Code: HM

**ANNAMACHARYA INSTITUTE OF TECHNOLOGY AND SCIENCES : KADAPA**

(Approved by A.I.C.T.E., New Delhi &amp; Affiliated to Jawaharlal Nehru Technological University Anantapur)

**MINUTES OF MEETING**

Dated: 01.11.2021

IQAC meeting is convened on 30.10.2021, at 11:30 am, in the Board room, to discuss the following processes to the quality procedures prescribed by the NAAC.

1. Teaching & Learning Activities
2. Collaborative Activities
3. Participation in Virtual Workshops/ FDPs/Webinars Conferences
4. Research Activities
5. Preparation for NAAC peer team visit
6. Any other matter.

**Members Present**

Dr. A. Sudhakara Reddy	Principal	Chairman	<i>AS Reddy</i>
Mr. P. Ramasubba Reddy	SAO	Member	<i>PR Reddy</i>
Dr. P. Sri Chandana	Co-coordinator IQAC & Professor, CIVIL	Member	<i>PS Chandana</i>
Mr. M. Murali Mohan Naik	Co-coordinator IQAC & Assistant Professor, ME	Member	<i>MM Naik</i>
Mr. C. Venkata Subbaiah	Co-coordinator IQAC & Assistant Professor, CSE	Member	<i>CV Subbaiah</i>
Dr. M. Venkata Ramana	Co-coordinator IQAC & Associate Professor, AI&DS	Member	<i>MR Ramana</i>
Mr. P. Anjaneya	Co-coordinator IQAC & Assistant Professor, ECE	Member	<i>PA Anjaneya</i>
Mr. Y. Nagaraja	Co-coordinator IQAC & Assistant Professor, EEE	Member	<i>YN Nagaraja</i>
Dr. K. N. Shashikumar	Co-coordinator IQAC & Associate Professor, H&S	Member	<i>KN Shashikumar</i>
Mrs. K. Chandrakala	Assistant Professor, CIVIL	Member	<i>KC Chandrakala</i>
Dr. M. S. Priyadarshni	Assistant Professor, EEE	Member	<i>MS Priyadarshni</i>
Dr. A. Maheswara Reddy	Assistant Professor, ECE	Member	<i>AM Reddy</i>
Mrs. K. Sujana Kumari	Assistant Professor, CSE	IQAC Document Managers	<i>KS Kumari</i>
Mr. K. Pullaiah	Assistant Professor, ME	Member	<i>K Pullaiah</i>
Dr. S. Mohana	Assistant Professor, H&S	IQAC Coordinator	<i>SM Mohana</i>
Mr. O. Homa Keshav	TPO & Assistant Professor, ECE	Member	<i>OK Keshav</i>
Dr. K. V. N. Reddy	Alumni & Associate Professor H&S	Member	<i>KVN Reddy</i>

Utukur (Post), Chintakomma Dinne (Village & Mandal), Kadapa (District), A.P. - 516 003  
 Ph. (08562) 201003, Cell : 9603999591. E-mail : aitskadapa@gmail.com. Web : www.aitskadapa.ac.in  
**EAMCET / ECET / PGECET / POLYCET COUNSELING CODE : AITK**





College Code: HM

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(Approved by A.I.C.T.E., New Delhi & Affiliated to Jawaharlal Nehru Technological University Anantapur)

Minute of IQAC review meeting conducted on 30.10.2021, at 11:30 am at the board Room. Dr. S. Mohana, IQAC coordinator extended a welcome to all the members present and requested Dr. A. Sudhakara Reddy, Principal to chair the meeting.

## Suggestions

### 1. Teaching & Learning

- It is observed that online classes are proceeding smoothly for all programmes.

### 2. Collaborative Activities

- The principal advised the members to encourage the students to participate in virtual internships conducted by reputed foreign universities to attain global exposure.
- External members advised the IQAC committee/Placement Officer to take necessary steps for identifying skilled external trainers to train the students appropriately in areas of demand to enhance placements for the upcoming academic year.

### 3. Participation in Virtual workshops FDPs/Webinars/Conferences

- The IQAC coordinator requested the members to encourage the students and faculty members to participate in various online technical events.
- External members advised the faculty members to attend several AICTE initiated programs.

### 4. Research Activities

- The principal encouraged faculty members to prepare and submit proposals to various funding agencies like: ICSSR and UGC.



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### 5. Preparation for NAAC Peer Team Visit

- The Criteria Heads/Heads of Various Departments/Department NAAC coordinators.
- IQAC Coordinator requested to conduct Mock NAAC visit.
- Also, the criteria heads are requested to provide suitable data for preparation of AQAR.

IQAC coordinator proposed vote of thanks to all the committee members for providing their valuable inputs for the betterment of institution.

Coordinator (IQAC)

Principal  
ANNAMACHARYA INSTITUTE OF  
TECHNOLOGY & SCIENCES  
C.K. Dinne (V&M),  
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## CIRCULAR

Dated: 11.11.2021

IQAC meeting is convened on 15.11.2021, at 4:30 pm, in the Board Room, to discuss the following processes to the quality procedures prescribed by the NAAC.

1. Teaching & Learning Activities
  - a. Analysis of each course and semester
  - b. Attainment of course outcomes, PSOs, Po.
2. Industry Participation
3. Workshops/ FDPs/Seminars Conferences conducted/Attended
4. Research, Consultancy and quality publications
5. Department Budget
6. Any other matter with the permission of the chair.

Coordinator (IQAC)

Principal

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**MINUTES OF MEETING**

Dated: 15.11.2021

IQAC meeting is convened on 15.11.2021, at 4:30 pm, in the Board room, to discuss the following processes to the quality procedures prescribed by the NAAC.

1. Teaching & Learning Activities
  - a. Analysis of each course and semester
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4. Research, Consultancy and quality publications
5. Department Budget
6. Any other matter with the permission of the chair.

**Members Present**

Dr. A. Sudhakara Reddy	Principal	Chairman	<i>Aravind</i>
Mr. P. Ramasubba Reddy	SAO	Member	<i>Rajeev</i>
Dr. P. Sri Chandana	Co-coordinator IQAC & Professor, CIVIL	Member	<i>Rajeev</i>
Mr. M. Murali Mohan Naik	Co-coordinator IQAC & Assistant Professor, ME	Member	<i>Aravind</i>
Mr. C. Venkata Subbaiah	Co-coordinator IQAC & Assistant Professor, CSE	Member	<i>Aravind</i>
Dr. M. Venkata Ramana	Co-coordinator IQAC & Associate Professor, AI&DS	Member	<i>Aravind</i>
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Mr. Y. Nagaraja	Co-coordinator IQAC & Assistant Professor, EEE	Member	<i>Aravind</i>
Dr. K. N. Shashikumar	Co-coordinator IQAC & Associate Professor, H&S	Member	<i>Aravind</i>
Mrs. K. Chandrakala	Assistant Professor, CIVIL	Member	<i>Aravind</i>
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Mr. O. Homa Keshav	TPO & Assistant Professor, ECE	Member	<i>Aravind</i>
Dr. K. V. N. Reddy	Alumni & Associate Professor H&S	Member	<i>Aravind</i>
		IQAC Document Manager	<i>Aravind</i>
		IQAC Coordinator	<i>Aravind</i>

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Minute of IQAC review meeting conducted on 15.11.2021, at 11:30 am at the board Room. Dr. S. Mohana, IQAC coordinator extended a welcome to all the members present and requested Dr. A. Sudhakara Reddy, Principal to chair the meeting.

### Observation/Suggestions/Action taken

#### 1. Teaching & Learning

- Departments have maintained proper documents and are in order.
- It was found that teaching related documents are being maintained properly in all the departments.

#### a. Result analysis of each course and semesters

The principal informed that due to the pandemic the examination process is witnessing a delay and the controller of examination has been advised to schedule appropriately.

#### b. Attainment of course outcomes, Pos and PSOs

The principal advised that the attainment of course outcomes, Pos and PSOs be taken up once the examination process is completed.

#### 2. Industry participation

- It has been observed, in most of the departments at least two online guest lecturers were arranged by the industry expert.
- The members present informed the gathering that industry visits could not be arranged due to current pandemic.
- The members of students registering for industrial training have improved.

#### 3. Industry participation

- Faculty members need to be motivated to attend online Faculty Development Programs/Seminars/Workshops to upgrade their skills. The members advised that faculty members and students need to undergo MOOC's certifications under coursera/Swayam NPTEL.

#### 4. Research, Consultancy and quality publications

- The principal congratulated the faculty members for good number of publications and encouraged them to continue the same.
- Principal appreciated the efforts of faculty members who took part in consultancy activities during the pandemic.
- Principal instructed that faculty members should active participate in filling and publishing of patents.



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### 5. Department Budget

- Budget utilization satisfactory in all departments. Departments to review the utilization form time to time.

IQAC meeting concluded with formal vote of thanks proposed by the coordinator.

Coordinator (IQAC)

Principal

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ANNAMACHARYA INSTITUTE OF  
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The Principal

The Heads of Departments

All the members of IQAC