



ANNAMACHARYA INSTITUTE OF TECHNOLOGY AND SCIENCES: TIRUPATI
(Approved by AICTE, New Delhi & Permanent Affiliation to JNTUA,
Anantapuramu)

INTERNAL QUALITY ASSURANCE CELL

No. AITS/NAAC/IQAC/2017-18

Dt:22.05.2018

CIRCULAR

The 6th meeting of the Internal Quality Assurances Cell (IQAC) for the academic year 2017-18 is scheduled to be held at 3:00 p.m. on 26.05.2018 in the conference room of AITS, Tirupati. You are requested to attend the same without fail.

Proposed Agendas:

Item No 1: Review of IQAC 5th meeting minutes and ratifications.

Item No 2: Academic Audit of Evaluation sheets/marks statement

Item No 3: IT skills lab establishment

Item No 4: Feedback from the stakeholders and parents meet.

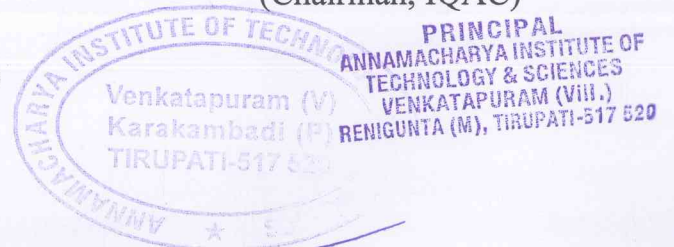
Item No 5: To place any other item with permission of the chair.

Looking forward to meeting you,

(Chairman, IQAC)

Copy to:

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The Administrative Officer,
The Controller of Exams,
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INTERNAL QUALITY ASSURANCE CELL

Minutes of the Meeting

Dt.26.05.2018

Minutes of the 6th Meeting of the IQAC for the A.Y 2017-18 was held on 26th May, 2018 at 3:00 P.M. in the Conference Room of AITS, Tirupati under the Chairmanship of Dr. C.Nadhamuni Reddy, Principal of Annamacharya Institute of Technology & Sciences, Tirupati.

Members Present:

Sl. No	Name and Designation	Position	Signature
1	Dr. C. Nadhamuni Reddy Principal	Chairman	
2	Dr. P. Muni Krishnaiah Administrative Officer	Member	
3	Mr. K. Venkateswara Rao System Admin	Member	
4	Dr. I. Suneetha Head, ECE	Member	
5	Dr. C. Sasikala Head, EEE	Member	
6	Dr. S. S. Arumugam Head, CSE	Member	
7	Mr. K. Kumar Head, ME	Member	
8	Dr. K. Narasimhulu Head, CE	Member	
9	Dr. P. Lavanya Head, H&S	Member	
11	Dr. N. Chandrika Head, MBA	Member	
12	Sri. C. Abhishek Reddy Executive Director	Member from Management	
13	Mr. B. Rajasekhara Reddy System Engineer	Member from Alumni	ABSENT
14	Mr. M. Mouli Student, (14AK1A0541)	Member from Student	
15	Ms. Ravuru Neelavathi Student (17AK1D2009)	Member from Student	
16	Sri. Varanasi Krishna Murthy Deputy General Manager	Member from Industry	
17	Sri. B. Suryudu Regional Joint Director	Member from Employer	
18	Mr. Raja Ramesh Parent	Member from Student Parent	
19	Dr. S. Kishore Assistant Professor	Member Secretary	

At the outset Dr.S.Kishore, Member Secretary (IQAC) welcomed Dr. C.Nadhamuni Reddy, Principal & Chairman (IQAC) of AITS, Tirupati and Hon'ble members of the Internal Quality Assurance Cell (IQAC) to the 1st meeting of the IQAC.

Next, the agenda items were taken up for discussions with the permission of the Chair.

Item No 1: Review of IQAC 5th meeting minutes and ratifications.

Resolved that IQAC Unanimously approved the minutes of 5th meeting held on 26.03.2018 and taken action report.

Item No 2: Academic Audit of Evaluation sheets/marks statement

Question papers, Evaluation sheets/marks statement was verified by coordinator, Academic audit and also Heads of the departments continuously to improve the quality in the academics. It is also helped to the faculty to map examinations questions to course outcomes. The committee approved the process and also directed the entire faculty to take much care of doing the said process.

Item No 3: IT skills lab establishment

It was proposed to establish the IT skills land and also the install Surveillance cameras at all sites in the campus to enhance the overall security systems.

Item No 4: Feedback from the stakeholders and Parents Meet

The Chairman was asked the Heads of departments to initiate the student feedback process to evaluate performance of the faculty and also students interest on subjects while before going the semester end examination. The committee accepted to start the process. The Chairman was asked the Heads of departments to conduct parents meet and provide the students performances or any identified concerns to them. Further, he also advised to take feedback from the parents and note the concerns. The committee accepted to conduct parent meetings at the earliest possible of choosing the convenience dates.


Item No. 5: To place any other item with permission of the chair.

Since there are no items to discuss, the meeting came to an end.

The meeting ended with a formal vote of thanks proposed by IQAC coordinator, Dr.S.Kishore.


(IQAC, MEMBER SECRETARY)




(CHAIRMAN, IQAC)
PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
VENKATAPURAM (VIII.)
RENIGUNTA (M), TIRUPATI-517 520