



ANNAMACHARYA INSTITUTE OF TECHNOLOGY & SCIENCES  
(AUTONOMOUS)

Approved by AICTE, New Delhi & Permanent Affiliation to JNTUA, Anantapuramu.  
Venkatapuram (V), Karakambadi Road, Renigunta (M), Tirupati – 517 520

27-07-2020

**PROCEEDINGS OF THE PRINCIPAL**

\*\*\*\*\*

The Academic Audit Cell (AAC) of Annamacharya Institute of Technology & Sciences, Tirupati, is reconstituted with effect from 27-07-2020 with the following composition.

S. No	Name of the Member	Designation	Category
1.	Prof.C Nadhamuni Reddy	Chairman	Principal
2.	Dr.N Pushpalatha	Member	Senior Faculty
3.	Dr.C.Sasikala	Member	Senior Faculty
4.	Ms.B.Rupadevi	Member	Senior Faculty
5.	Dr.K.Narasimhulu	Member	Senior Faculty
6.	Mr.M.Balaji	Member	Senior Faculty
7.	Dr.K.Haritha	Member	Senior Faculty
8.	Dr.P.Lavanya	Member	Senior Faculty
9.	Dr.I.Suneetha	Member Secretary	Senior Faculty

  
PRINCIPAL

Copy to

1. Prof.C Nadhamuni Reddy
2. Dr.N Pushpalatha
3. Dr.C.Sasikala
4. Ms.B.Rupadevi
5. Dr.K.Narasimhulu
6. Mr.M.Balaji
7. Dr.K.Haritha
8. Dr.P.Lavanya
9. Dr.I.Suneetha
10. File



**ANNAMACHARYA INSTITUTE OF TECHNOLOGY & SCIENCES,  
(Autonomous)**

(Approved by AICTE New Delhi & Permanent Affiliation to JNTUA, Ananthapuramu;  
Three B.Tech programmes CSE, ECE & EEE are accredited by National Board of Accreditation (NBA), New Delhi;  
Accredited by NAAC, Bangalore; A-grade awarded by AP Knowledge Mission; Accredited by the Institution of  
Engineers IE(I), Kolkata; Recognized under sections 2(f) & 12 (B) of UGC Act 1956)  
Venkatapuram (V), Karakambadi Road, Renigunta (M), Tirupati – 517 520, Chittoor (A.P)

e-mail: [aitstpt@yahoo.com](mailto:aitstpt@yahoo.com)

Ph: 0877 – 2285608/9

website: [aits-tpt.edu.in](http://aits-tpt.edu.in)

No: AITS/Misc/2020.

Date: 30.07.2020

**CIRCULAR**

To improve the effectiveness in teaching learning process “Academic Monitoring Committees” constituted to initiate the following steps in this semester also and to advise the relevant faculty.

**Activities:-**

1. To assess the quality/standard of the course material prepared by the teacher before delivery (course file comprising past questions papers, assignment questions, case problems etc).
2. Assessing the mid marks and the standard of the mid questions papers and to check whether the distribution of marks in the classes are normal or any comment.
3. Watch and observe the delivery sessions directly or indirectly and suggest for any corrective measures if needed.
4. Recording the sample feedback from the students also.
5. Submitting the report to the principal regularly from time to time to avoid serious damages.

**“Academic Monitoring Committees”**

**Sub -Committee for 1<sup>st</sup> B.Tech divisions**

1. Dr.V.K.Somasekhar Sreenivas, Dept. of H & S
2. Dr.P.Krishnaveni, Dept. of H & S
3. Dr.C.Veeresh, Dept. of H & S

**Sub -Committee for 2<sup>nd</sup>/3<sup>rd</sup>/4<sup>th</sup> ECE divisions**

1. Mr.Y.Penchalaiah, Dept. of ECE
2. Ms.M.Dharani, Dept. of ECE
3. Mr.P.Harish, Dept. of ECE

**Sub -Committee for 2<sup>nd</sup> /3<sup>rd</sup>/4<sup>th</sup> EEE divisions**

1. Mr.S.Nyamathulla, Dept. of EEE
2. Ms.Y.Vijaya Shambavi, Dept. of EEE

**Sub -Committee for 2<sup>nd</sup> /3<sup>rd</sup>/4<sup>th</sup> CSE divisions**

1. Dr.K.Navaz, Dept. of CSE
2. Mr.G.Lakshminarayana, Dept. of CSE
3. Mr.B.Ramana Reddy, Dept. of CSE

**Sub -Committee for 2<sup>nd</sup> /3<sup>rd</sup>/4<sup>th</sup> ME divisions**

1. Dr.S.Arul, Dept. of ME
2. Mr.P.C.Prakash, Dept. of ME

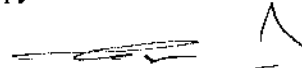
**Sub -Committee for 2<sup>nd</sup> /3<sup>rd</sup>/4<sup>th</sup> CE divisions**

1. Dr.K.Thulasirajan, Dept. of CE
2. Mr.T.Sai Krishna, Dept. of CE

**Sub -Committee for MBA divisions**

1. Dr.S.Kishore, Dept of MBA
2. Mr.L.Vincent Rajkumar, Dept of MBA

Members of above committees are advised to record their observations in the specific format enclosed with and submit such reports from time to time with a copy marked to the head of the department.

  
PRINCIPAL

**Copy to:**

1. All Committee Members
2. All the Heads of the departments with a request to circulate the above matter to all the faculty members in their respective departments to the faculty
3. AO/AOO
4. File



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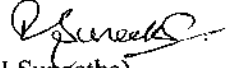
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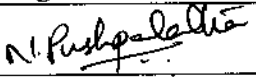

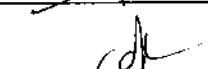
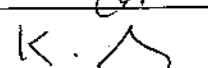
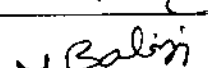
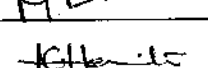
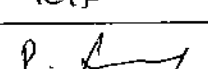
To  
All the Academic Audit Committee Members,  
AITS,  
Tirupati.

All the Members of Academic Audit Committee are hereby informed to make it convenient to attend the **FIRST** meeting of Academic Audit Committee for the academic year 2020-21 in the **Conference Hall on 3<sup>rd</sup> August 2020, at 11.00 a.m.** to discuss the items mentioned in the agenda below.

**AGENDA**

1. Welcoming the Members by the Chairman.
2. To decide Action plan of Academic Audit Committee regarding activities for the year 2019-20.
3. Any other matter with the permission of the chair.
4. Vote of thanks by the Chairman.

  
(Dr.I.Suneetha)  
Secretary, Academic Audit Committee

S. No	Name of the Member	Designation	Position	Signature
1.	Dr.N. Pushpalatha	Associate Professor and HOD, Department of E.C.E	Member	
2.	Ms.B.Rupadevi	Assistant Professor and HOD, Department of C.S.E	Member	
3.	Prof.C.Sasikala	Professor and HOD, Department of E.E.E	Member	
4.	Prof.K.Narasimhulu	Professor and HOD, Department of C.E	Member	
5.	Mr.M.Balaji	Assistant Professor and HOD, Department of M.E	Member	
6.	Dr.K.Haritha	Assistant Professor and HOD, Department of M.B.A	Member	
7.	Dr.P.Lavaya	Assistant Professor and HOD, Department of H&S	Member	



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03-08-2020

**SUB: FIRST Meeting of the Academic Audit Committee for the academic year 2020-21.**

**MEETING No : FIRST**  
**DATE : 03-08-2020**  
**TIME : 11.00 AM**  
**VENUE : Conference Hall, AITS.**

**CHAIR : Prof.C.Nadhamuni Reddy, Chairman Academic Audit Committee, AITS.**

**AGENDA**

1. Welcoming the Members by the Chairman.
2. To decide Action plan of Academic Audit Committee regarding activities for the year 2020-21.
3. Any other matter with the permission of the chair.
4. Vote of thanks by the Chairman.

**MEMBERS PRESENT:**

1. Dr.N. Pushpalatha, Senior Faculty, Member
2. Prof.C.Sasikala, Senior Faculty, Member
3. Ms.B.Rupsdevi, Senior Faculty, Member
4. Prof K.Narasimhulu, Senior Faculty, Member
5. Mr.M.Balaji, Senior Faculty, Member
6. Dr.K.Haritha, Senior Faculty, Member
7. Dr.P.Lavanya, Senior Faculty, Member

**MEMBERS ABSENT:**

**NIL**

The meeting has been convened at 11.00 AM by the order of the Chairman and the business has been taken up immediately.

**MINUTES OF MEETING**

Minutes of the FIRST meeting of the Academic year 2020-21 of the Academic Audit Committee was held on Monday, the 3<sup>rd</sup> August, 2020 at 11.00 AM in the Conference Hall of Annamacharya Institute of Technology and Sciences, Tirupati.

**Item No.1: Welcoming the Members by the Chairman**

The Chairman, Prof. C. Nadhamuni Reddy at the outset extended his cordial welcome to all the members of the Governing Body, Academic Audit Committee, AITS.

**Item No.2: To decide Action plan of Academic Audit Committee regarding activities for the Year 2020-21.**

Initiating the agenda items, the Chairman urged upon all the members for their valuable contribution and participation towards attainment of Excellence and Quality in academic matters of the College. Importance, roles and functions were presented to new members of Academic Audit Committee to work out the mechanism for ensuring timely, efficient and periodic progressive performance of academic activities on regular basis. There will be annual academic audit at the end of each academic year.

The Secretary of the Academic Audit Committee explained the action plan right from August 2020 to June 30, 2021 to the Members of Academic Audit Committee. As per JNTUA University, Anantapuramu, Online classes have been planned via Microsoft Teams app during Covid 19. To improve the effectiveness in teaching learning process Academic Deans have been appointed for each department to perform to assess the quality/standard of the course material prepared by the teacher before delivery and to observe the delivery sessions directly in online classes to suggest for any corrective measures if needed. They have to submit the report in prescribed format to the principal regularly from time to time to avoid serious damages.

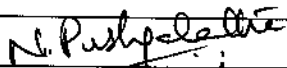
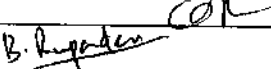
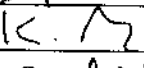
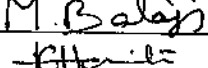
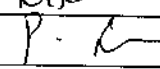
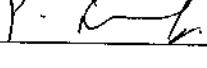
As college got Autonomous with effect from 2019-20 academic year, Head of the departments are advised to identify subject experts for each course. It is advised to all the faculty members to prepare mid question papers that each question should map with CO, PO and Blooms level.

**Item No.3 : Any other matter with the permission of the chair.**

Since there is no other matter to discuss, the meeting came to end.

**Item No.5: Vote of thanks by the Chairman.**

The meeting ended with a vote of thanks proposed by the chairman.

S.No	Name of the Member	Signature
1.	Dr.N. Pushpalatha	
2.	Prof.C.Sasikala	
3.	Ms.B.Rupadevi	
4.	Prof.K.Narasimhulu	
5.	Mr.M.Balaji	
6.	Dr.K.Haritha	
7.	Dr.P.Lavanya	

  
(Dr.I.Suneetha)

Secretary, Academic Audit Committee

  
(Prof.C.NADHAMUNI REDDY)

Chairman Academic Audit Committee



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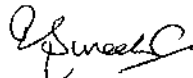
20-11-2020

To  
All the Academic Audit Committee Members,  
AITS,  
Tirupati.

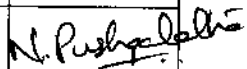
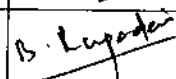



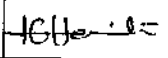
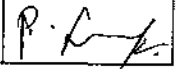
All the Members of Academic Audit Committee are hereby informed to make it convenient to attend the **SECOND** meeting of the academic year 2020-21 of Academic Audit Cell in the **Conference Hall on 21<sup>st</sup> November 2020, at 11.00 a.m.** to discuss the items mentioned in the agenda below.

**AGENDA**

1. Welcoming the Members by the Chairman.
2. Confirmation of minutes of previous meeting
3. To report for the action taken on the minutes of the previous meeting.
4. To review of scrutiny forms
5. To review II Mid marks of II semester 2019-20
6. To review Attendance
7. Any other matter with the permission of the chair.
8. Vote of thanks by the Chairman.

  
(Dr.I.Suneetha)

Secretary, Academic Audit Committee

S. No	Name of the Member	Designation	Position	Signature
1.	Dr.N. Pushpalatha	Associate Professor and HOD, Department of E.C.E	Member	
2.	Ms.B.Rupadevi	Assistant Professor and HOD, Department of C.S.E	Member	
3.	Prof.C.Sasikala	Professor and HOD, Department of E.E.E	Member	
4.	Prof.K.Narasimhulu	Professor and HOD, Department of C.E	Member	
5.	Mr.M.Balaji	Assistant Professor and HOD, Department of M.E	Member	
6.	Dr.K.Haritha	Assistant Professor and HOD, Department of M.B.A	Member	
7	Dr.P.Lavaya	Assistant Professor and HOD, Department of H&S	Member	



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21-11-2020

**SUB: SECOND Meeting of the Academic Audit Committee for the academic year 2020-21.**

**MEETING No : SECOND**  
**DATE : 21-11-2020**  
**TIME : 11.00 AM**  
**VENUE : Conference Hall, AITS.**

**CHAIR : Prof.C.Nadhamuni Reddy, Chairman Academic Audit Committee, AITS.**

**AGENDA**

1. Welcoming the Members by the Chairman.
2. Confirmation of minutes of previous meeting
3. To report for the action taken on the minutes of the previous meeting.
4. To review of scrutiny forms
5. To review II Mid marks of II semester 2019-20
6. To review Attendance
7. Any other matter with the permission of the chair.
8. Vote of thanks by the Chairman.

**MEMBERS PRESENT:**

1. Dr.N. Pushpalatha, Senior Faculty, Member
2. Prof.C.Sasikala, Senior Faculty, Member
3. Ms.B.Rupadevi, Senior Faculty, Member
4. Prof.K.Narasimhulu, Senior Faculty, Member
5. Mr.M.Balaji, Senior Faculty, Member
6. Dr.P.Lavanya, Senior Faculty, Member

**MEMBERS ABSENT:**

1. Dr.K.Haritha, Senior Faculty, Member

The meeting has been called to order by the Chairman at 11.00 AM and the business has been taken up immediately.

**MINUTES OF MEETING**

Minutes of the SECOND meeting of the Academic year 2020-21 of the Academic Audit Committee held on Saturday, the 21<sup>st</sup> November 2020, at 11.00 AM in the Conference Hall of Annamacharya Institute of Technology and Sciences, Tirupati.

**Item No.1: Welcoming the Members by the Chairman**

The Chairman, Prof. C. Nadhamuni Reddy at the outset extended his cordial welcome to all the members of the Governing Body, Academic Audit cell, AITS.

**Item No.2: Confirmation of minutes of previous meeting.**

The minutes of the meeting of the Governing Body held on 03-08-2020 were circulated to all the members for their comments. As there were no comments, it was declared that the minutes were confirmed.

**Item No.3: To report for the action taken on the minutes of the previous meeting.**

The Academic Audit Committee approved the action taken on the minutes of the last meeting held on 03-08-2020.

**Item No.4: To review of scrutiny forms**

Scrutiny forms have been checked, forms with more than three marks variation were identified those are informed to recorrect the complete bundle. Forms of scrutiny have been verified with valid signature or not examined thoroughly.

**Item No.5: To review II mid marks of II semester 2019-20.**

II mid marks of II semester, 2019-20 were reviewed and understood that the overall pass percentage was good.

**Item No.6: To review Attendance**

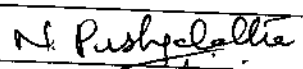
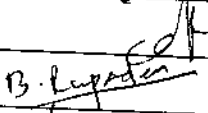
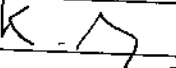

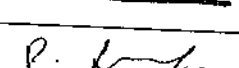
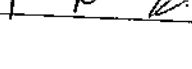
Students who were below 75% of attendance were counseled with the help of the counselors. The same was informed to their parents who later came to the college and submitted undertaken forms.

**Item No.7: Any other matter with the permission of the chair.**

Since there is no other matter to discuss, the meeting came to end.

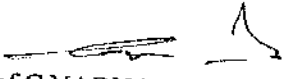
**Item No.8: Vote of thanks by the Chairman.**

The meeting ended with a vote of thanks proposed by the chairman.

S. No	Name of the Member	Signature
1.	Dr.N. Pushpalatha	
2.	Prof.C.Sasikala	
3.	Ms.B.Rupadevi	
4.	Prof.K.Narasimhulu	
5.	Mr.M.Balaji	
6.	Dr.K.Haritha	
7.	Dr.P.Lavanya	

  
(Dr.I.Suneetha)

Secretary, Academic Audit Committee

  
( Prof.C.NADHAMUNI REDDY)  
Chairman Academic Audit Committee





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20-01-2021

To  
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AITS,  
Tirupati.

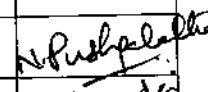
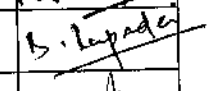
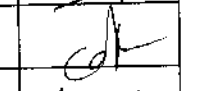
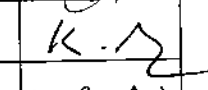
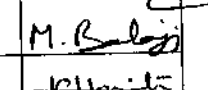
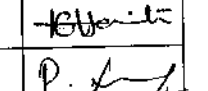
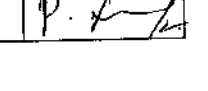
All the Members of Academic Audit Committee are hereby informed to make it convenient to attend the **THIRD** meeting of the academic year 2020-21 of Academic Audit Committee in the **Conference Hall on 21<sup>st</sup> January 2021, at 11.00 a.m.** to discuss the items mentioned in the agenda below.

**AGENDA**

1. Welcoming the Members by the Chairman.
2. Confirmation of minutes of previous meeting
3. To report for the action taken on the minutes of the previous meeting.
4. To review of previous semester results(Result Analysis)
5. To review of scrutiny forms
6. To review I Mid marks of I semester 2020-21
7. To distribution, compilation, and collection of all the departmental data, and finalization of the time to collect data.
8. To collect views on Academics from Student Council Members
9. Any other matter with the permission of the chair.
10. Vote of thanks by the Chairman.

  
(Dr.I.Suneetha)

Secretary, Academic Audit Committee

S. No	Name of the Member	Designation	Position	Signature
1.	Dr.N. Pushpalatha	Associate Professor and HOD, Department of E.C.E	Member	
2.	Ms.B.Rupadevi	Assistant Professor and HOD, Department of C.S.E	Member	
3.	Prof.C.Sasikala	Professor and HOD, Department of E.E.E	Member	
4.	Prof.K.Narasimhulu	Professor and HOD, Department of C.E	Member	
5.	Mr.M.Balaji	Professor and HOD, Department of M.E	Member	
6.	Dr.K.Haritha	Assistant Professor and HOD, Department of M.B.A	Member	
7.	Dr.P.Lavanya	Assistant Professor and HOD, Department of H&S	Member	



**ANNAMACHARYA INSTITUTE OF TECHNOLOGY & SCIENCES  
(AUTONOMOUS)**

Approved by AICTE, New Delhi & Permanent Affiliation to JNTUA, Anantapuramu.  
Venkatapuram (V), Karakambadi Road, Renigunta (M), Tirupati – 517 520

21-01-2021

**SUB: THIRD Meeting of the Academic Audit Committee for the academic year 2020-21.**

**MEETING No : THIRD**  
**DATE : 21-01-2021**  
**TIME : 11.00 AM**  
**VENUE : Conference Hall, AITS.**

**CHAIR : Prof.C.Nadhamuni Reddy, Chairman Academic Audit Committee, AITS.**

**AGENDA**

1. Welcoming the Members by the Chairman.
2. Confirmation of minutes of previous meeting
3. To report for the action taken on the minutes of the previous meeting.
4. To review of previous semester results(Result Analysis)
5. To review of scrutiny forms
6. To review I Mid marks of I semester 2020-21
7. To distribution, compilation, and collection of all the departmental data, and finalization of the time to collect data.
8. To collect views on Academics from Student Council Members
9. Any other matter with the permission of the chair.
10. Vote of thanks by the Chairman.

**MEMBERS PRESENT:**

1. Dr.N. Pushpalatha, Senior Faculty, Member
2. Prof.C.Sasikala, Senior Faculty, Member
3. Ms.B.Rupadevi, Senior Faculty, Member
4. Prof.K.Narasimhulu, Senior Faculty, Member
5. Mr.M.Balaji, Senior Faculty, Member
6. Dr.K.Haritha, Senior Faculty, Member
7. Dr.P.Lavanya, Senior Faculty, Member

**MEMBERS ABSENT:**

**NIL**

The meeting has been called to order by the Chairman at 11.00 AM and the business has been taken up immediately.

**MINUTES OF MEETING**

Minutes of the **THIRD** meeting of the Academic year 2019-20 of the Academic Audit Committee held on Thursday, the 21<sup>st</sup> January 2021, at 11.00 AM in the Conference Hall of Annamacharya Institute of Technology and Sciences, Tirupati.

**Item No.1: Welcoming the Members by the Chairman**

The Chairman, Prof. C. Nadhamuni Reddy at the outset extended his cordial welcome to all the members of the Governing Body, Academic Audit Committee, AITS.

**Item No.2: Confirmation of minutes of previous meeting.**

The minutes of the meeting of the Governing Body held on 21-11-2020 were circulated to all the members for their comments. As there were no comments, it was declared that the minutes were confirmed.

**Item No.3: To report for the action taken on the minutes of the previous meeting.**

The Academic Audit Committee approved the action taken on the minutes of the last meeting held on 21-11-2020.

**Item No.4: To review of previous Semester results (Result Analysis)**

The over all pass rate was good. The over all pass rate will be good, only when individual faculty prove their best in academics and their academic performance will be reflected in results of end examinations. In stiff competition among institutions, the image of the institution can be build through proving better pass rate.

Hence it is resolved that teaching faculty who scored less pass percentage in examinations held from November 20 to June 21 should introspect their planning, preparation, student's feedback and should act smart to fit well in academic entity and required to give written explanation for poor performance and give their action plan to improve pass rating in running semester work in the office of academic section.

**Item No.5: To review of scrutiny forms**

Scrutiny forms have been checked, forms with more than three marks variation were identified those are informed to recorrect the complete bundle. Forms of scrutiny have been verified with valid signature or not examined thoroughly.

**Item No.6: To review I mid marks of I semester 2020-21.**

I mid marks of I semester, 2019-20 were reviewed and understood that the overall pass percentage was good. The students who got below 60% were arranged remedial classes.

**Item No.7: To distribution, compilation, and collection of all the departmental data, and finalization of the time to collect data.**

The course committees and class committees shall meet at least thrice in a semester-the first, at the beginning of the semester, the second and third after the first and the second internal tests respectively. These committees shall monitor the conduct of the course, adherence to the course plan, time schedule, completion of the syllabus, standards of internal tests and evaluation process. These committees will also address the difficulties faced by students and will take suitable remedial actions, if required. At the end of the semester, the committee should meet without the student representatives to review the conduct of the course and finalize the internal assessment marks and approve them.

## DOCUMENTS TO BE PRODUCED FOR AUDIT

1. Scrutiny forms
2. Academic schedules
3. Class Time Table & Faculty Time Table
4. Course File
5. Consolidated statement of marks of internal tests
6. Register of Remedial classes
7. Result Analysis
8. Parents meet
9. Alumni meet
10. Feedback
11. CR meetings
12. Course File (One course file each for each theory course is to be maintained in the Department for each semester. The Course file shall contain the following documents: (1) Course diaries of all faculty who have engaged the course (2) question paper and scheme of evaluation for 1st and 2nd internal exam, all assignments given, Make-up / Re-Test given (if any) (3) Previous Year University question papers, (4) Sample answer sheets (at least one excellent, one good and one margin) (5) sample tutorial sheets, (6) Syllabus copy (7) Lesson Plans (8) Teaching Material etc..

### Item No.8: To collect views on Academics from Student Council Members

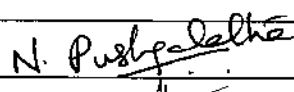
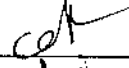
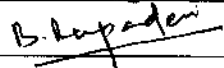

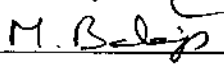
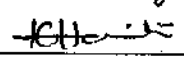

Student Council views on academics will be taken by conducting a meeting with one boy and one girl from each class.

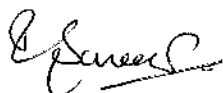
### Item No.9: Any other matter with the permission of the chair.

Since there is no other matter to discuss, the meeting came to end.

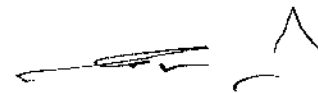
### Item No.10 Vote of thanks by the Chairman.

The meeting ended with a vote of thanks proposed by the chairman.

S.No	Name of the Member	Signature
1.	Dr.N. Pushpalatha	
2.	Prof.C.Sasikala	
3.	Ms.B.Rupadevi	
4.	Prof.K.Narasimhulu	
5.	Mr.M.Balaji	
6.	Dr.K.Haritha	
7.	Dr.P.Lavanya	



(Dr.I.Suneetha)  
Secretary, Academic Audit Committee



(Prof.C.NADHAMUNI REDDY)  
Chairman, Academic Audit Committee



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15-03-2021

To  
All the Academic Audit Committee Members,  
AITS,  
Tirupati.

All the Members of Academic Audit Committee are hereby informed to make it convenient to attend the **FOURTH** meeting of the academic year 2020-21 of Academic Audit Committee in the **Conference Hall on 16<sup>th</sup> March 2021, at 11.00 a.m.** to discuss the items mentioned in the agenda below.

**AGENDA**

1. Welcoming the Members by the Chairman.
2. Confirmation of minutes of previous meeting.
3. To report for the action taken on the minutes of the previous meeting.
4. To review time tables and Lesson plans of II SEM 2020-21.
5. To review of the collection of data.
6. To review feedback collected on Academics from Student Council Members
7. To review of the visits made by the internal visiting team members
8. To arrange guest lectures, expert lectures.
9. Any other matter with the permission of the chair.
10. Vote of thanks by the Chairman.

(Dr. I. Suneetha)

Secretary, Academic Audit Committee

S. No	Name of the Member	Designation	Position	Signature
1.	Dr.N. Pushpalatha	Associate Professor and HOD, Department of E.C.E	Member	
2.	Ms.B.Rupadevi	Assistant Professor and HOD, Department of C.S.E	Member	
3.	Prof.C.Sasikala	Professor and HOD, Department of E.E.E	Member	
4.	Prof.K.Narasimhulu	Professor and HOD, Department of C.E	Member	
5.	Mr.M.Balaji	Assistant Professor and HOD, Department of M.E	Member	
6.	Dr.K.Haritha	Assistant Professor and HOD, Department of M.B.A	Member	
7.	Dr.P.Lavanya	Assistant Professor and HOD, Department of H&S	Member	



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16-03-2021

**SUB: FOURTH Meeting of the Academic Audit Committee for the academic year 2020-21.**

**MEETING No : FOURTH  
DATE : 16-03-2021  
TIME : 11.00 AM  
VENUE : Conference Hall, AITS.**

**CHAIR : Prof.C.Nadhamuni Reddy, Chairman Academic Audit Committee, AITS.**

**AGENDA**

1. Welcoming the Members by the Chairman.
2. Confirmation of minutes of previous meeting.
3. To report for the action taken on the minutes of the previous meeting.
4. To review time tables and Lesson plans of II SEM 2020-21.
5. To review of the collection of data.
6. To review feedback collected on Academics from Student Council Members
7. To review of the visits made by the internal visiting team members
8. To arrange guest lectures, expert lectures.
9. Any other matter with the permission of the chair.
10. Vote of thanks by the Chairman.

**MEMBERS PRESENT:**

1. Dr.N. Pushpalatha, Senior Faculty, Member
2. Prof.C.Sasikala, Senior Faculty, Member
3. Ms.B.Rupadevi, Senior Faculty, Member
4. Mr.M.Balaji, Senior Faculty, Member
5. Dr.K.Haritha, Senior Faculty, Member
6. Dr.P.Lavanya, Senior Faculty, Member

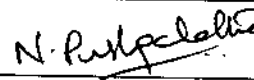
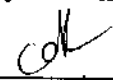
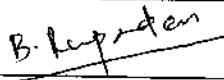


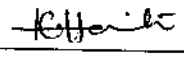
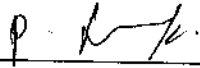
**MEMBERS ABSENT:**

1. Prof.K.Narasimhulu, Senior Faculty, Member

The meeting has been called to order by the Chairman at 11.00 AM and the business has been taken up immediately.

**MINUTES OF MEETING**

Minutes of the FOURTH meeting of the Academic year 2020-21 of the Academic Audit Committee held on Tuesday, the 16<sup>th</sup> March 2021, at 11.00 AM in the Conference Hall of Annamacharya Institute of Technology and Sciences, Tirupati.

S.No	Name of the Member	Signature
1.	Dr.N. Pushpalatha	
2.	Prof.C.Sasikala	
3.	Ms.B.Rupadevi	
4.	Prof.K.Narasimhulu	
5.	Mr.M.Balaji	
6.	Dr.K.Haritha	
7.	Dr.P.Lavanya	

  
(Dr. I. Suneetha)

Secretary, Academic Audit Committee

  
(Prof. C. NADHAMUNI REDDY)

Chairman Academic Audit Committee