



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

Venkatapuram (V), Karakambadi Road, Renigunta (M), Tirupati - 517 520


Date: 22-04-2022

To  
All the IQAC Members,  
AITS,  
Tirupati.

All the Members of IQAC are hereby informed to make it convenient to attend the fourth meeting of IQAC for the academic year 2021-22 in the **Conference Hall on 21-04-2022, at 04:00 pm.** to discuss the items mentioned in the agenda below.

**AGENDA:**

- Welcoming the members by the coordinator
- Review of the previous meeting minutes
- Quality standards of the mid question paper of various Departments
- Review of the report submitted by the Academic Audit Committee on course files of various Departments
- Discussion on the minor degree/honour degree included in the curriculum
- Review and moderation on the questionnaire formats of various feedbacks
- Review on API proforma and to make improvements
- Any other item with the permission of the chair

  
(Dr. C. Nadhamuni Reddy)  
Chairman, IQAC

| S.NO. | Name and Designation  | Position               | Signature   |
|-------|---|------------------------|---|
| 1.    | <b>Dr. C. Nadhamuni Reddy</b><br>Principal                            | Chairman               |  |
| 2.    | <b>Mr. C. Bhanu Prakash</b><br>Assistant Professor, Department of CSE | Coordinator            |  |
| 3.    | <b>Dr. K. Ramya</b><br>Assistant Professor, Department of HBS         | Additional Coordinator |  |
| 4.    | <b>Mr. T. Niranjan Reddy</b><br>Administrative Officer                | Member                 |  |
| 5.    | <b>Mr. K. Venkateswara Rao</b><br>System Admin                        | Member                 |  |

|     |  |                             |                          |
|-----|--|-----------------------------|--------------------------|
| 6.  | <b>Dr. N. Pushpalatha</b><br>Head, Department of ECE   | Member                      | <i>N. Pushpalatha</i>    |
| 7.  | <b>Dr. R. Murugesan</b><br>Head, Department of EEE   | Member                      | <i>R. Murugesan</i>      |
| 8.  | <b>Mr. B. Ramana Reddy</b><br>Head, Department of CSE  | Member                      | <i>B. Ramana Reddy</i>   |
| 9.  | <b>Mr. M. Balaji</b><br>Head, Department of ME   | Member                      | <i>M. Balaji</i>         |
| 10. | <b>Dr. J. GuruJawahar</b><br>Professor, Department of CE   | Member                      | <i>J. GuruJawahar</i>    |
| 11. | <b>Dr. P. Lavanya</b><br>Associate Prof., Department of HBS  | Member                      | <i>P. Lavanya</i>        |
| 12. | <b>Dr. K. Haritha</b><br>Head, Department of MBA   | Member                      | <i>K. Haritha</i>        |
| 13. | <b>Sri. C Abhishek Reddy</b><br>Executive Director – AET   | Member from<br>Management   |                          |
| 14. | <b>Dr. V. C. Veera Reddy</b><br>Emeritus Professor<br>Department of EEE<br>Sri Padmavathi Mahila Viswavidyalayam | External Academic<br>Member | <i>V. C. Veera Reddy</i> |
| 15. | <b>Sri. Varanasi Krishna Murthy</b><br>Deputy General Manager, Andhra Bank                                       | Member, Industry            |                          |



# ANNAMACHARYA INSTITUTE OF TECHNOLOGY & SCIENCES

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

22-04-2022

SUB: Fourth Meeting of the IQAC for the academic year 2021-22.

MEETING No : FOURTH  
DATE : 21-04-2022  
TIME : 04:00 pm  
VENUE : Conference Hall, AITS.

CHAIR : Prof. C. Nadhamuni Reddy, Chairman, IQAC, AITS Tirupati.

## AGENDA:

- Review of the previous meeting minutes
- Quality standards of the mid question paper of various Departments
- Review of the report submitted by the Academic Audit Committee on course files of various Departments
- Discussion on the minor degree/honor degree included in the curriculum
- Review and moderation on the questionnaire formats of various feedbacks
- Review on API proforma and to make improvements
- Any other item with the permission of the chair

## MEMBERS PRESENT:

1. Dr. C. Nadhamuni Reddy
2. Mr. C. Bhanu Prakash
3. Dr. K. Ramya
4. Mr. T. Niranjan Reddy
5. Mr. K. Venkateswara Rao
6. Dr. N. Pushpalatha
7. Dr. R. Murugesan
8. Mr. B. Ramana Reddy
9. Mr. M. Balaji
10. Dr. J. GuruJawahar
11. Dr. P. Lavanya
12. Dr. K. Haritha
13. Sri. C Abhishek Reddy
14. Dr. V. C. Veera Reddy
15. Sri. Varanasi Krishna Murthy



## MINUTES OF MEETING:

Minutes of the FOURTH meeting of the Academic year 2021-22 of IQAC was held on Thursday, the 21st April, 2022 at 04.00 PM in the Conference Hall of Annamacharya Institute of Technology and Sciences, Tirupati.

The coordinator welcomed the chairman and all the members of IQAC at 4 pm and placed the following the following items.

### **Item No.1: Review of the previous meeting minutes**

Additional Coordinator read out the minutes of the previous meeting.

### **Item No.2: Quality standards of the mid question paper of various Departments**

The Chairperson along with the coordinators IQAC reviewed the quality standards of the mid exam question papers of various Departments. The coordinator suggested that all the HOD's should prepare quality question papers as per Bloom's taxonomy in accordance with course specifications. In addition to this, coordinator asked the members to review the question papers with the Internal Department Assessment Committee (IDEC) before submission to IQAC.

### **Item No.3: Review of the report submitted by the Academic Audit Committee on course files of various Departments**

Additional Coordinator presented the Academic Audit report for the A.Y 2021-22 previous semester which was found satisfactory. The committee decided to complete the audit as per the guidance (report to be included)

### **Item No. 4: Discussion on the minor degree/honour degree included in the curriculum**

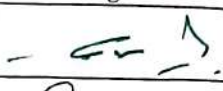
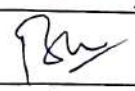


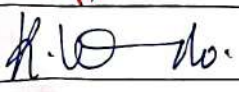

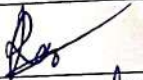
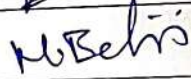


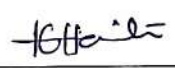

The chairperson inquired about the status of the minor/honour degree registrations in the various Departments. As there were no registrations from any of the Departments, the chairperson sought for the explanation and asked the HOD's to initiate the awareness about the importance of these degrees.

### **Item No.5: Review and moderation on the questionnaire formats of various feedbacks**


The chairman reviewed the various feedback forms like feedback of the stake holders, alumni etc and suggested some modifications. The coordinator directed the members to submit the modified feedback to IQAC.

**Item No.6: Review on API proforma and to make improvements**

The chairman directed the HOD's to create a innovative FPI (Faculty Performance Indicator) for the year 2021-22 and submit for the review in IQAC.

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|-------|---|--------------------------|---|
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| 2.    | Mr. C. Bhanu Prakash<br>Assistant Professor, Department of CSE  | Coordinator              |    |
| 3.    | Dr. K. Ramya<br>Assistant Professor, Department of HBS  | Additional Coordinator   |    |
| 4.    | Mr. T. Niranjan Reddy<br>Administrative Officer   | Member                   |    |
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| 8.    | Mr. B. Ramana Reddy<br>Head, Department of CSE  | Member                   |   |
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| 13.   | Sri. C. Abhishek Reddy<br>Executive Director - AET  | Member from Management   |   |
| 14.   | Dr. V. C. Veera Reddy<br>Emeritus Professor<br>Department of EEE<br>Sri Padmavathi Mahila Viswavidyalayam | External Academic Member |  |
| 15.   | Sri. Varanasi Krishna Murthy<br>Deputy General Manager, Andhra Bank                                       | Member, Industry         |   |

  
Signature of Coordinator

  
Signature of Addl. Coordinator

  
Signature of Chairman