



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

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

No. 006-A/AITS/IQAC/2022-23


Date:07-11-2022

To
The IQAC Members
AITS,
Tirupati.

All the Members of IQAC are hereby informed to make it convenient to attend the SIXTH meeting of IQAC for the academic year 2022-23 in the **Conference Hall on 08-11-2022, at 4pm** to discuss the items mentioned in the agenda below.

Agenda:

1. Preparation of the Plan of action for the year 2022-23
2. Documentation of the files for the previous years (2020-21 and 2021-22)
3. Updation of the events/activities in the website
4. Create awareness about Cells/Committees with students, faculty and staff
5. Check out the objectives/functions and composition of the committee/cell and if any modifications
6. Any other item with the permission of the chair


(Dr. C. Nadhamuni Reddy)
Chairman, IQAC

**PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
VENKATAPURAM (V),
RENIGUNTA (M), TIRUPATI-517 520**



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

No.005-B/AITS/IQAC/2022-2309-11-2022

SUB: Sixth Meeting of the IQAC for the academic year 2022-23.

MEETING No : SIXTH
DATE : 08-11-2022
TIME : 4 pm
VENUE : Conference Hall, AITS.

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

AGENDA:

1. Preparation of the Plan of action for the year 2022-23
2. Documentation of the files for the previous years (2020-21 and 2021-22)
3. Updation of the events/activities in the website
4. Create awareness about Cells/Committees with students, faculty and staff
5. Check out the objectives/functions and composition of the committee/cell and if any modifications
6. Any other item with the permission of the chair

MEMBERS PRESENT:

Dr.I.Suneetha
Dr.N.Pushpalatha
Dr. J. Guru Jawahar
Dr. P. Lavanya
Dr. K. Balaji Nanda Kumar Reddy
P. Charishma
Mr.P. Harish
Ms. K.M. Prasuna
Mr. K. Kumar
Mrs. T. Jyothi

Dr. K. Ramya
Dr. Kishore
Mr. P. Praveen Kumar
Mr. Lakshminarayana
Dr. D. Bharathi

MINUTES OF MEETING:

SIXTH meeting of the Academic year 2022-23 of IQAC was held on 8TH November 2022 at 4PM in the Conference Hall of Annamacharya Institute of Technology and Sciences, Tirupati.

Item No. 1: Submission for the plan of action for the year 2022-23

The chairperson, IQAC directed the committee conveners to prepare and submit action plan of their respective committees for the year 2022-23 and stick on to the given schedule for the conduction of the events.

Item No. 2: Documentation of the files for the previous years (2020-21 and 2021-22)

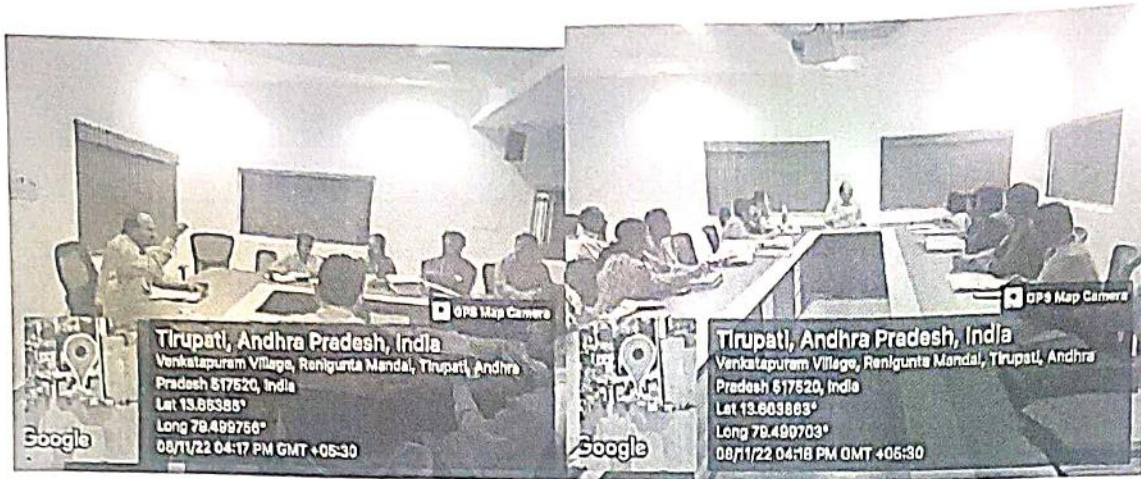
Principal directed all the Committee Conveners to document the previous years (2020-21 and 2021-22) plan of action, event reports and relevant proofs as a preparatory action for the Administrative Audit.

Item No. 3: Updation of the events/activities in the website

The Coordinator asked all the committee conveners to upload the content and photographs of the conducted events to website regularly. Principal declared that updation of the events in to the website is the individual committee responsibility.




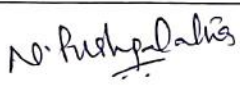


Item No.4: Create awareness about Cells/Committees with students, faculty and staff






Principal suggested all the Committee and Cell conveners to create awareness by means of awareness sessions and programs to the newly joined students, staff and faculty.



Item No. 5: Check out the objectives/functions and composition of the committee/cell and if any modifications

IQAC Chairperson directed all the committee and cell conveners to check the objectives/functions and composition of their respective committees and in case of any modifications/revisions, can be suggested and will be implemented after reviewing.

S.NO.	Name and Designation	Position	Signature
1.	Dr. C. Nadhamuni Reddy Principal	Chairman	
2.	Dr. K. Ramya Assistant Professor, Department of HBS	Additional Coordinator	
3.	Dr. I. Suneetha Convener, WEC	Invited Member	
4.	Dr. N. Pushpalatha Convener, ICC	Invited Member	
5.	Dr. J. Guru Jawahar Coordinator, R&D	Invited Member	
6.	Dr. P. Lavanya Convener, WPC	Invited Member	

7.	Dr. K. Balaji Nanda Kumar Reddy Convener, REC	Invited Member	
8.	P. Charishma Alumni Incharge	Invited Member	-
9.	Mr.P. Harish NSS Officer	Invited Member	
10.	Ms. K.M. Prasuna Cultural Committee	Invited Member	
11.	Mrs. T. Jyothi Coordinator, Student Grievance Committee	Invited Member	
12.	Mr. P. Praveen Kumar NPTEL Coordinator	Invited Member	
13.	Mr.LakshmiNarayana Placements	Invited Member	-
14.	Dr. D. Bharathi Coordinator, Newsletter & Newsmagazine	Invited Member	-
15.	Sri.C.AbhishekReddy ExecutiveDirector- AET	Memberfrom Management	-



Signature of Addl. Coordinator



Signature of Chairman

