Sri Sri Sri Mookambika Educational Society's
VAAGDEVI INSTITUTE OF TECHNOLOGY & SCIENCE
Peddasettipalli (V), Proddatur-516360.

(Approved by A.I.C.T.E., New Delhi, Affiliated to JNTUA, Anantapuramu)

INTERNAL QUALITY ASSURANCE CELL (IQAC)
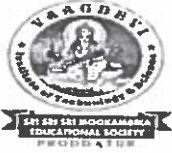
CIRCULAR

Ref.: VITS/IQAC/2024-25/1   Date:22/07/2024

The first IQAC meeting for the academic year 2024-25 is scheduled on 25/07/2024 Thursday at 09.00AM in Board Room. The below listed members are requested to kindly make it convenient to attend the meeting.

S.No.	Name	Designation	Role
1.	Dr. B Siddeswara Rao,	Principal	Chairperson
2.	Sri G.Hussain Reddy	Secretary & Correspondent	Management
3.	Sri M.Rajani Kanth Reddy	Administrative officer	Senior Administrative Officer
4.	Dr S Siddeswara Reddy	HOD, Dept. of ECE	Teachers
5.	Dr.M.V.V.Prasad,	HOD, Dept. of BSc&H	
6.	Sri V.Narasimha Swamy	HOD, Dept. of CSE	
7.	Ms. B. Devi Ananya	Asst.Prof, Dept.of BSc&H	
8.	Sri. K.Venkat Reddy	Member, Sri Sri Sri Mookambika Educational Society	Local Society
9.	Nagisetty Pavitra	IV B.Tech EEE	Student
10.	Kuntumalla Venkata Sanjeeva	IV B.Tech ECE	
11.	Sri J.Md.Arif	Technical Lead, Infosys Ltd,	Alumni
12.	Sri. G.R.Narendra	CEO founder, Global Quest Technologies, Bangalore.	Employer
13.	Sri Syed Imtiyaz	Proprietor, Micro hard Solutions, Kadapa	Industrialist

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14.	Sri. Bonam Vinay Kumar	Sarpanch, Muddanur Village	Stake holders (Parent)
15.	Sri K Ramamohana Reddy	HOD, Dept. of EEE	IQAC Coordinator

Points to be discussed:

1. Submission of NAAC SSR.
2. Student feedback and MOOC Course.
3. Research Activities.
4. Discussion related to Autonomous Process.
5. Any other item.

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INTERNAL QUALITY ASSURANCE CELL (IQAC)

CIRCULAR

Ref.: VITS/IQAC/2023-24/05   Date:04/01/2024

The third IQAC meeting for the academic year 2023-24 is scheduled on 08/01/2024 Monday at 09.00AM in English Lab. The below listed members are requested to kindly make it convenient to attend the meeting.

S.No.	Name	Designation
1.	Dr. B Siddeswara Rao	Principal
2.	Sri G. Hussain Reddy	Secretary & Correspondent
3.	Sri M. Rajani Kanth Reddy	Administrative officer
4.	Dr S Siddeswara Reddy	HOD, Dept. of ECE
5.	Dr.M.V.V.Prasad,	HOD, Dept. of BSc&H
6.	Sri V.Narasimha Swamy	HOD, Dept. of CSE
7.	Ms. B. Devi Ananya	Asst.Prof, Dept.of BSc&H
8.	Sri. K.Venkat Reddy	Member, Sri Sri Sri MookambikaEducational Society
9.	Usugari Vasavi	III B.Tech ECE
10.	Bhumireddy Vanitha	III B.Tech CSE
11.	Sri J.Md.Arif	Technical Lead, Infosys Ltd,
12.	Sri. G.R.Narendra	CEO founder, Global QuestTechnologies, Bangalore.
13.	Sri Syed Imtiyaz	Proprietor, Micro hardSolutions, Kadapa
14.	Sri. Bonam Vinay Kumar	Sarpanch, Muddanur Village
15.	Sri K Ramamohana Reddy	IQAC Co-Ordinator & HOD, Dept. of EEE

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Points to be discussed:

1. Verification of Data Templates for the following sections:

1.2.1 Add-on Courses.

1.3.2 Internship Project work.

2.1.2 Percentage of seats filled.

2.1_2.4.2 Faculty Information.

2.6.3 Result analysis

2.7. Student Satisfactory Survey.

3.3.1 Journals.

3.4.3 NSS.

3.5.1 MoUs.

5.1.2 Skill Enhancement.

5.1.3 Career Guidance.

6.3.3 Workshops.

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INTERNAL QUALITY ASSURANCE CELL (IQAC)

CIRCULAR

Ref.: VITS/IQAC/2023-24/03   Date:04/10/2023

The second IQAC meeting for the academic year 2023-24 is scheduled on 09/10/2023 Monday at 09.00AM in English Lab. The below listed members are requested to kindly make it convenient to attend the meeting.

S.No.	Name	Designation
1.	Dr. S D Govardhan	Principal
2.	Sri G. Hussain Reddy	Secretary & Correspondent
3.	Sri M. Rajani Kanth Reddy	Administrative officer
4.	Dr S Siddeswara Reddy	HOD, Dept. of ECE
5.	Dr.M.V.V.Prasad,	HOD, Dept. of BSc&H
6.	Sri V.Narasimha Swamy	HOD, Dept. of CSE
7.	Ms. B. Devi Ananya	Asst.Prof, Dept.of BSc&H
8.	Sri. K.Venkat Reddy	Member, Sri Sri Sri MookambikaEducational Society
9.	Usugari Vasavi	III B.Tech ECE
10.	Bhumireddy Vanitha	III B.Tech CSE
11.	Sri J.Md.Arif	Technical Lead, Infosys Ltd,
12.	Sri. G.R.Narendra	CEO founder, Global QuestTechnologies, Bangalore.
13.	Sri Syed Imtiyaz	Proprietor, Micro hardSolutions, Kadapa
14.	Sri. Bonam Vinay Kumar	Sarpanch, Muddanur Village
15.	Sri K Ramamohana Reddy	IQAC Co-Ordinator & HOD, Dept. of EEE

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Points to be discussed:

1. Student and Faculty count confirmation for all academic years.
2. Review of completed NAAC templates
3. Formats & Suggestions for the next week timeline.

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INTERNAL QUALITY ASSURANCE CELL (IQAC)

CIRCULAR

Ref.: VITS/IQAC/2023-24/1   Date:10/07/2023

The first IQAC meeting for the academic year 2023-24 is scheduled on 13/07/2023 Thursday at 09.00AM in English Lab. The below listed members are requested to kindly make it convenient to attend the meeting.

S.No.	Name	Designation
1.	Dr. S D Govardhan	Principal
2.	Sri G. Hussain Reddy	Secretary & Correspondent
3.	Sri M. Rajani Kanth Reddy	Administrative officer
4.	Dr S Siddeswara Reddy	HOD, Dept. of ECE
5.	Dr.M.V.V.Prasad,	HOD, Dept. of BSc&H
6.	Sri V.Narasimha Swamy	HOD, Dept. of CSE
7.	Ms. B. Devi Ananya	Asst.Prof, Dept.of BSc&H
8.	Sri. K.Venkat Reddy	Member, Sri Sri Sri MookambikaEducational Society
9.	Usugari Vasavi	III B.Tech ECE
10.	Bhumireddy Vanitha	III B.Tech CSE
11.	Sri J.Md.Arif	Technical Lead, Infosys Ltd,
12.	Sri. G.R.Narendra	CEO founder, Global QuestTechnologies, Bangalore.
13.	Sri Syed Imtiyaz	Proprietor, Micro hardSolutions, Kadapa
14.	Sri. Bonam Vinay Kumar	Sarpanch, Muddanur Village
15.	Sri K Ramamohana Reddy	IQAC Co-Ordinator & HOD, Dept. of EEE

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Points to be discussed:

1. Discussion about Course files documentation process with Principal and HODs.
2. Orientation on preparation of Course file and its documentation process to HOD's and faculty members for current semester subjects and laboratories.
3. Verification of UG & PG Student data, Faculty data as per Regulatory Bodies for the five academic years and NAAC Templates (1.3.2, 2.1.1_2.1.2, 2.1_2.4.2, 4.1.2_4.4.1).

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INTERNAL QUALITY ASSURANCE CELL (IQAC)

CIRCULAR

Ref.: VITS/IQAC/2022-23/7   Date:05/04/2023

The fourth IQAC meeting for the academic year 2022-23 is scheduled on 10/04/2023 Monday at 09.00AM in English Lab. The below listed members are requested to kindly make it convenient to attend the meeting.

S.No.	Name	Designation
1.	Dr. S. D. Govardhan,	Principal
2.	Sri G. Hussain Reddy	Secretary & Correspondent
3.	Sri M. Rajani Kanth Reddy	Administrative officer
4.	Dr S Siddeswara Reddy	HOD, Dept. ofECE
5.	Dr. M. V. V. Prasad,	HOD, Dept. ofBSc&H
6.	Sri V. Narasimha Swamy	HOD, Dept. ofCSE
7.	Mrs. B. V. R. Bhanu	Asst.Prof, Dept.of BSc&H
8.	Sri. K. Venkat Reddy	Member, Sri Sri Sri MookambikaEducational Society
9.	Chennupalli Vijaya Bhanu	III B.Tech ECE
10.	Edamadaka Charani	III B.Tech CSE
11.	Sri J.Md.Arif	Technical Lead, Infosys Ltd,
12.	Sri. G.R.Narendra	CEO founder, Global QuestTechnologies, Bangalore.
13.	Sri Syed Imtiyaz	Proprietor, Micro hardSolutions, Kadapa
14.	Sri. Bonam Vinay Kumar	Sarpanch, Muddanur Village
15.	Sri K Ramamohana Reddy	IQAC Co-Ordinator HOD, Dept. ofEEE

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Points to be discussed:

1. Actions on previous meeting.
2. Student and Faculty count confirmation for all academic years.
3. Review of completed NAAC templates
4. Lesson plan review.
5. Formats & Suggestions for the next week timeline.
6. Qualitative metrics suggestions.

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INTERNAL QUALITY ASSURANCE CELL (IQAC)

CIRCULAR

Ref.: VITS/IQAC/2022-23/5   Date:05/01/2023

The third IQAC meeting for the academic year 2022-23 is scheduled on 09/01/2023 Monday at 09.00AM in English Lab. The below listed members are requested to kindly make it convenient to attend the meeting.

S.No.	Name	Designation
1.	Dr. S. D. Govardhan,	Principal
2.	Sri G. Hussain Reddy	Secretary & Correspondent
3.	Sri M. Rajani Kanth Reddy	Administrative officer
4.	Dr S Siddeswara Reddy	HOD, Dept. of ECE
5.	Dr. M. V. V. Prasad,	HOD, Dept. ofBSc&H
6.	Sri V. Narasimha Swamy	HOD, Dept. ofCSE
7.	Mrs. B. V. R. Bhanu	Asst.Prof, Dept.of BSc&H
8.	Sri. K. Venkat Reddy	Member, Sri Sri Sri MookambikaEducational Society
9.	Chennupalli Vijaya Bhanu	III B.Tech ECE
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13.	Sri Syed Imtiyaz	Proprietor, Micro hardSolutions, Kadapa
14.	Sri. Bonam Vinay Kumar	Sarpanch, Muddanur Village
15.	Sri K Ramamohana Reddy	IQAC Co-Ordinator HOD, Dept. ofEEE

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Points to be discussed:

1. Actions on previous meeting.
2. Student and Faculty count confirmation for all academic years.
3. Committees Composition, Circular and MOM confirmation
4. Any other item with permission of chair.

IQAC COORDINATOR

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INTERNAL QUALITY ASSURANCE CELL (IQAC)

CIRCULAR

Ref.: VITS/IQAC/2022-23/3   Date:07/10/2022

The second IQAC meeting for the academic year 2022-23 is scheduled on 10/10/2022 Monday at 09.00AM in English Lab. The below listed members are requested to kindly make it convenient to attend the meeting.

S.No.	Name	Designation
1.	Dr. S. D. Govardhan	Principal
2.	Sri G. Hussain Reddy	Secretary & Correspondent
3.	Sri M. Rajani Kanth Reddy	Administrative officer
4.	Dr S Siddeswara Reddy	HOD, Dept. of ECE
5.	Dr. M. V. V. Prasad	HOD, Dept. ofBSc&H
6.	Sri V. Narasimha Swamy	HOD, Dept. ofCSE
7.	Mrs. B. V. R. Bhanu	Asst.Prof, Dept.of BSc&H
8.	Sri. K. Venkat Reddy	Member, Sri Sri Sri MookambikaEducational Society
9.	Chennupalli Vijaya Bhanu	III B.Tech ECE
10.	Edamadaka Charani	III B.Tech CSE
11.	Sri J.Md.Arif	Technical Lead, Infosys Ltd,
12.	Sri. G.R.Narendra	CEO founder, Global QuestTechnologies, Bangalore.
13.	Sri Syed Imtiyaz	Proprietor, Micro hardSolutions, Kadapa
14.	Sri. Bonam Vinay Kumar	Sarpanch, Muddanur Village
15.	Sri K Ramamohana Reddy	IQAC Co-Ordinator HOD, Dept. ofEEE

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Points to be discussed:

1. Actions on previous meeting.
2. Participation of faculty in Conference/ Workshop/ Seminars.
3. E-library/Journals/NPTEL.
4. Instructions to NSS Officer.
5. Student participation in symposiums.
6. Any other item with permission of chair.

IQAC COORDINATOR

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INTERNAL QUALITY ASSURANCE CELL (IQAC)

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Ref.: VITS/IQAC/2022-23/1   Date:06/07/2022

The first IQAC meeting for the academic year 2022-23 is scheduled on 11/07/2022 Monday at 09.00AM in English Lab. The below listed members are requested to kindly make it convenient to attend the meeting.

S.No.	Name	Designation
1.	Dr. S. D. Govardhan,	Principal
2.	Sri G. Hussain Reddy	Secretary & Correspondent
3.	Sri M. Rajani Kanth Reddy	Administrative officer
4.	Dr S Siddeswara Reddy	HOD, Dept. ofECE
5.	Dr. M. V. V. Prasad,	HOD, Dept. ofBSc&H
6.	Sri V. Narasimha Swamy	HOD, Dept. ofCSE
7.	Mrs. B. V. R. Bhanu	Asst.Prof, Dept.of BSc&H
8.	Sri. K. Venkat Reddy	Member, Sri Sri Sri MookambikaEducational Society
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10.	Edamadaka Charani	III B.Tech CSE
11.	Sri J.Md.Arif	Technical Lead, Infosys Ltd,
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13.	Sri Syed Imtiyaz	Proprietor, Micro hardSolutions, Kadapa
14.	Sri. Bonam Vinay Kumar	Sarpanch, Muddanur Village
15.	Sri K Ramamohana Reddy	IQAC Co-Ordinator HOD, Dept. ofEEE

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Points to be discussed:

1 Instructions to HOD's.

2. Add on programs.

3. Student mentoring.

4. Paper Publishing by faculty.

5. Any other item with permission of chair.

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INTERNAL QUALITY ASSURANCE CELL (IQAC)

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Ref.: VITS/IQAC/2021-22/7   Date:01/04/2022

The fourth IQAC meeting for the academic year 2021-22 is scheduled on 04/04/2022 Monday at 09.00AM in English Lab. The below listed members are requested to kindly make it convenient to attend the meeting.

S.No.	Name	Designation
1.	Dr.S.D.Govardhan,	Principal
2.	Sri G.Hussain Reddy	Secretary & Correspondent
3.	Sri M.Rajani Kanth Reddy	Administrative officer
4.	Sri. K. Ramamohana Reddy	HOD, Dept. of EEE
5.	Dr.M.V.V.Prasad,	HOD, Dept. of BSc&H
6.	Sri V.Narasimha Swamy	HOD, Dept. of CSE
7.	Mrs. B.V.R.Bhanu	Asst.Prof, Dept.of BSc&H
8.	Sri. K.Venkat Reddy	Member, Sri Sri Sri MookambikaEducational Society
9.	Ummadi Nagendra	III B.Tech EEE
10.	Chimmani Hymavathi	III B.Tech ECE
11.	Sri J.Md.Arif	Technical Lead, Infosys Ltd,
12.	Sri. G.R.Narendra	CEO founder, Global QuestTechnologies, Bangalore.
13.	Sri Syed Imtiyaz	Proprietor, Micro hardSolutions, Kadapa
14.	Sri. Bonam Vinay Kumar	Sarpanch, Muddanur Village
15.	Dr S Siddeswara Reddy	IQAC Co-Ordinator & HOD, Dept. of ECE

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Points to be discussed:

1. Approval of the Previous meeting minutes.
2. Training and Placement cell activities.
3. Monitor Teaching and Evaluation of faculty.
4. Best practices.
5. Any other item with permission of chair.

IQAC COORDINATOR

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INTERNAL QUALITY ASSURANCE CELL (IQAC)

CIRCULAR

Ref.: VITS/IQAC/2021-22/5   Date:31/12/2021

The third IQAC meeting for the academic year 2021-22 is scheduled on 03/01/2022 Monday at 09.00AM in English Lab. The below listed members are requested to kindly make it convenient to attend the meeting.

S.No.	Name	Designation
1.	Dr.S.D.Govardhan,	Principal
2.	Sri G.Hussain Reddy	Secretary & Correspondent
3.	Sri M.Rajani Kanth Reddy	Administrative officer
4.	Sri. K. Ramamohana Reddy	HOD, Dept. of EEE
5.	Dr.M.V.V.Prasad,	HOD, Dept. of BSc&H
6.	Sri V.Narasimha Swamy	HOD, Dept. of CSE
7.	Mrs. B.V.R.Bhanu	Asst.Prof, Dept.of BSc&H
8.	Sri. K.Venkat Reddy	Member, Sri Sri Sri MookambikaEducational Society
9.	Ummadi Nagendra	III B.Tech EEE
10.	Chimmani Hymavathi	III B.Tech ECE
11.	Sri J.Md.Arif	Technical Lead, Infosys Ltd,
12.	Sri. G.R.Narendra	CEO founder, Global QuestTechnologies, Bangalore.
13.	Sri Syed Imtiyaz	Proprietor, Micro hardSolutions, Kadapa
14.	Sri. Bonam Vinay Kumar	Sarpanch, Muddanur Village
15.	Dr S Siddeswara Reddy	IQAC Co-Ordinator & HOD, Dept. of ECE

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Points to be discussed:

1 Approval of the Previous meeting minutes.

2. Industrial visits, internships, value added courses.

3. Teaching-Learning process.

4. Student Progression process.

5.Co-Curricular and extracurricular activities.

6.Any other item with permission of chair.

IQAC COORDINATOR

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1. Principal
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3. HODs

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Peddasettipalli (V), Proddatur-516360.

(Approved by A.I.C.T.E., New Delhi, Affiliated to JNTUA, Anantapuramu)

INTERNAL QUALITY ASSURANCE CELL (IQAC)

CIRCULAR

Ref.: VITS/IQAC/2021-22/3   Date:01/10/2021

The second IQAC meeting for the academic year 2021-22 is scheduled on 04/10/2021 Monday at 09.00AM in English Lab. The below listed members are requested to kindly make it convenient to attend the meeting.

S.No.	Name	Designation
1.	Dr.S.D.Govardhan,	Principal
2.	Sri G.Hussain Reddy	Secretary & Correspondent
3.	Sri M.Rajani Kanth Reddy	Administrative officer
4.	Sri. K. Ramamohana Reddy	HOD, Dept. of EEE
5.	Dr.M.V.V.Prasad,	HOD, Dept. of BSc&H
6.	Sri V.Narasimha Swamy	HOD, Dept. of CSE
7.	Mrs. B.V.R.Bhanu	Asst.Prof, Dept.of BSc&H
8.	Sri. K.Venkat Reddy	Member, Sri Sri Sri MookambikaEducational Society
9.	Ummadi Nagendra	III B.Tech EEE
10.	Chimmani Hymavathi	III B.Tech ECE
11.	Sri J.Md.Arif	Technical Lead, Infosys Ltd,
12.	Sri. G.R.Narendra	CEO founder, Global QuestTechnologies, Bangalore.
13.	Sri Syed Imtiyaz	Proprietor, Micro hardSolutions, Kadapa
14.	Sri. Bonam Vinay Kumar	Sarpanch, Muddanur Village
15.	Dr S Siddeswara Reddy	IQAC Co-Ordinator & HOD, Dept. of ECE

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Points to be discussed:

1 Approval of the Previous meeting minutes.
2. Industrial visits, internships, value added courses.
3. Evaluation process.
4. Mentoring process.
5.Co-Curricular and extracurricular activities.
6.Any other item with permission of chair.

IQAC COORDINATOR

IQAC Co-ordinator
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INTERNAL QUALITY ASSURANCE CELL (IQAC)

CIRCULAR

Ref.: VITS/IQAC/2021-22/1   Date:15/07/2021

The first IQAC meeting for the academic year 2021-22 is scheduled on 19/07/2021 Monday at 09.00AM in English Lab. The below listed members are requested to kindly make it convenient to attend the meeting.

S.No.	Name	Designation
1.	Dr.S.D.Govardhan,	Principal
2.	Sri G.Hussain Reddy	Secretary & Correspondent
3.	Sri M.Rajani Kanth Reddy	Administrative officer
4.	Sri. K. Ramamohana Reddy	HOD, Dept. of EEE
5.	Dr.M.V.V.Prasad,	HOD, Dept. of BSc&H
6.	Sri V.Narasimha Swamy	HOD, Dept. of CSE
7.	Mrs. B.V.R.Bhanu	Asst.Prof, Dept.of BSc&H
8.	Sri. K.Venkat Reddy	Member, Sri Sri Sri MookambikaEducational Society
9.	Ummadi Nagendra	III B.Tech EEE
10.	Chimmani Hymavathi	III B.Tech ECE
11.	Sri J.Md.Arif	Technical Lead, Infosys Ltd,
12.	Sri. G.R.Narendra	CEO founder, Global QuestTechnologies, Bangalore.
13.	Sri Syed Imtiyaz	Proprietor, Micro hardSolutions, Kadapa
14.	Sri. Bonam Vinay Kumar	Sarpanch, Muddanur Village
15.	Dr S Siddeswara Reddy	IQAC Co-Ordinator & HOD, Dept. of ECE

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Points to be discussed:

1. Preparation of Event calendars
2. Industrial Visits and Internships
3. NSS and Outreach activities
4. Infrastructure and Library facilities
5. Training and Placement activities
6. Professional bodies activities
7. FDPs or SDPs planned
8. Any other item with permission of chair.

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INTERNAL QUALITY ASSURANCE CELL (IQAC)

CIRCULAR

Ref.: VITS/IQAC/2020-21/05   Date:01/04/2021

The third IQAC meeting for the academic year 2020-21 is scheduled on 05/04/2021 Monday at 09.00AM in English Lab. The below listed members are requested to kindly make it convenient to attend the meeting.

S.No.	Name	Designation
1.	Dr. G. Jagadeeswar Reddy,	Principal
2.	Sri G. Hussain Reddy	Secretary & Correspondent
3.	Sri P. R Babajee	Administrative officer
4.	Dr.S.Siddeswara Reddy	HOD, Dept. of ECE
5.	Dr. M. V. V. Prasad,	HOD, Dept. of BSc&H
6.	Sri. K. Ramamohana Reddy	HOD, Dept. of EEE
7.	Sri. K.Venkat Reddy	Member, Sri Sri Sri MookambikaEducational Society
8.	Bandi Mahesh Babu	III B.Tech CSE
9.	Bonam Sowjanya	III B.Tech ECE
10.	Sri J.Md.Arif	Technical Lead, Infosys Ltd,
11.	Sri. G.R.Narendra	CEO founder, Global QuestTechnologies, Bangalore.
12.	Sri Syed Imtiyaz	Proprietor, Micro hardSolutions, Kadapa
13.	Sri. Aakumalla VijayKumar	Private employee, Moolavaaripalle Village
14.	Sri V.Narasimha Swamy	IQAC Co-Ordinator & HOD, Dept. of CSE

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Points to be discussed:

1. Review on the previous meeting.
2. Evaluate the effectiveness of mentorship programs and explore ways to optimize their outcomes.
3. Assess the implementation of industrial visits, workshops, seminars, technical symposiums.
4. Review and enhance student support services based on feedback and identified needs.
5. Evaluate the documentation process for quality-related activities and make necessary Improvements.
6. Any other matter with permission of the chair.

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INTERNAL QUALITY ASSURANCE CELL (IQAC)

CIRCULAR

Ref.: VITS/IQAC/2020-21/3   Date:31/12/2020

The second IQAC meeting for the academic year 2020-21 is scheduled on 04/01/2021 Monday at 09.00AM in English Lab. The below listed members are requested to kindly make it convenient to attend the meeting.

S.No.	Name	Designation
1.	Dr. G. Jagadeeswar Reddy,	Principal
2.	Sri G. Hussain Reddy	Secretary & Correspondent
3.	Sri P. R Babajee	Administrative officer
4.	Dr.S.Siddeswara Reddy	HOD, Dept. of ECE
5.	Dr. M. V. V. Prasad,	HOD, Dept. of BSc&H
6.	Sri. K. Ramamohana Reddy	HOD, Dept. of EEE
7.	Sri. K.Venkat Reddy	Member, Sri Sri Sri MookambikaEducational Society
8.	Bandi Mahesh Babu	III B.Tech CSE
9.	Bonam Sowjanya	III B.Tech ECE
10.	Sri J.Md.Arif	Technical Lead, Infosys Ltd,
11.	Sri. G.R.Narendra	CEO founder, Global QuestTechnologies, Bangalore.
12.	Sri Syed Imtiyaz	Proprietor, Micro hardSolutions, Kadapa
13.	Sri. Aakumalla VijayKumar	Private employee, Moolavaaripalle Village
14.	Sri V.Narasimha Swamy	IQAC Co-Ordinator & HOD, Dept. of CSE

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Points to be discussed:

1. Review the outcomes of strategies implemented in the Odd Semester and make necessary adjustments.
2. Assess the impact of improvements in feedback mechanisms and implement further enhancements.
3. Review the progress in refining quality benchmarks and propose additional modifications.
4. Discuss ongoing and upcoming research projects and their contribution to the institution.
5. Any other matter with permission of the chair.

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INTERNAL QUALITY ASSURANCE CELL (IQAC)

CIRCULAR

Ref.: VITS/IQAC/2020-21/1   Date:01/10/2020

The first IQAC meeting for the academic year 2020-21 is scheduled on 05/10/2020 Monday at 09.00AM through Google Meet. The below listed members are requested to kindly make it convenient to attend the meeting.

S.No.	Name	Designation
1.	Dr. G. Jagadeeswar Reddy,	Principal
2.	Sri G. Hussain Reddy	Secretary & Correspondent
3.	Sri P. R Babajee	Administrative officer
4.	Dr.S.Siddeswara Reddy	HOD, Dept. of ECE
5.	Dr. M. V. V. Prasad,	HOD, Dept. of BSc&H
6.	Sri. K. Ramamohana Reddy	HOD, Dept. of EEE
7.	Sri. K.Venkat Reddy	Member, Sri Sri Sri MookambikaEducational Society
8.	Bandi Mahesh Babu	III B.Tech CSE
9.	Bonam Sowjanya	III B.Tech ECE
10.	Sri J.Md.Arif	Technical Lead, Infosys Ltd,
11.	Sri. G.R.Narendra	CEO founder, Global QuestTechnologies, Bangalore.
12.	Sri Syed Imtiyaz	Proprietor, Micro hardSolutions, Kadapa
13.	Sri. Aakumalla VijayKumar	Private employee, Moolavaaripalle Village
14.	Sri V.Narasimha Swamy	IQAC Co-Ordinator & HOD, Dept. of CSE

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Points to be discussed:

1. To decide incorporate extension activities under the program of NSS
2. Review of Placement Reports for 2019-2020.
3. To discuss the student internships and value-added courses/Certificate Programs.
4. Any other matter with permission of the chair.

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INTERNAL QUALITY ASSURANCE CELL (IQAC)

CIRCULAR

Ref.: VITS/IQAC/2019-20/3   Date:04/10/2019

The second IQAC meeting for the academic year 2019-20 is scheduled on 07/10/2019 Monday at 09.00AM in English Lab. The below listed members are requested to kindly make it convenient to attend the meeting.

S.No.	Name	Designation
1.	Dr. G. Jagadeeswar Reddy	Principal
2.	Sri G. Hussain Reddy	Secretary & Correspondent
3.	Sri P.R Babajee	Administrative officer
4.	Sri. S. Siddeswara Reddy	HOD, Dept. of ECE
5.	Dr. D. Harikishan Reddy	HOD, Dept. of MBA
6.	Sri V. Narasimha Swamy	HOD, Dept. of CSE
7.	Sri. K. Ramamohana Reddy	HOD, Dept. of EEE
8.	Sri. K. Venkat Reddy	Member, Sri Sri Sri MookambikaEducational Society
9.	Aakumalla Harish	III B.Tech EEE
10.	Murra Anusha	III B.Tech ECE
11.	Sri J. Md. Arif	Technical Lead, Infosys Ltd,
12.	Sri. G. R. Narendra	CEO founder, Global QuestTechnologies, Bangalore.
13.	Sri Syed Imtiyaz	Proprietor, Micro hardSolutions, Kadapa
14.	Sri. Aakumalla VijayKumar	Private employee, Moolavaaripalle Village
15.	Sri. M. V. V. Prasad,	IQAC Co-Ordinator & HOD, Dept. of BSc&H

Points to be discussed:

1. Review of the minutes and action taken report of the previous meeting.
2. Workshops, Technical Symposiums and Technical Fests for EEE, ECE, CSE.
3. Train the faculty to improve their skills on Teaching, Technical and Research work. Permission to attend International Conferences and workshops.
4. Train the students to improve their academic performance by conducting Tutorial classes, Unit Tests and giving answers to previous year's univ. question papers.
5. Any other matter with permission of the chair.

IQAC COORDINATOR

IQAC Co-ordinator
Vaagdevi Institute of Technology & Science
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INTERNAL QUALITY ASSURANCE CELL (IQAC)

CIRCULAR

Ref.: VITS/IQAC/2019-20/1   Date:08/08/2019

The first IQAC meeting for the academic year 2019-20 is scheduled on 12/08/2019 Monday at 09.00AM in English Lab. The below listed members are requested to kindly make it convenient to attend the meeting.

S.No.	Name	Designation
1.	Dr. G. Jagadeeswar Reddy	Principal
2.	Sri G. Hussain Reddy	Secretary & Correspondent
3.	Sri P.R Babajee	Administrative officer
4.	Sri. S. Siddeswara Reddy	HOD, Dept. of ECE
5.	Dr. D. Harikishan Reddy	HOD, Dept. of MBA
6.	Sri V. Narasimha Swamy	HOD, Dept. of CSE
7.	Sri. K. Ramamohana Reddy	HOD, Dept. of EEE
8.	Sri. K. Venkat Reddy	Member, Sri Sri Sri MookambikaEducational Society
9.	Aakumalla Harish	III B.Tech EEE
10.	Murra Anusha	III B.Tech ECE
11.	Sri J. Md. Arif	Technical Lead, Infosys Ltd,
12.	Sri. G. R. Narendra	CEO founder, Global QuestTechnologies, Bangalore.
13.	Sri Syed Imtiyaz	Proprietor, Micro hardSolutions, Kadapa
14.	Sri. Aakumalla VijayKumar	Private employee, Moolavaaripalle Village
15.	Sri. M. V. V. Prasad,	IQAC Co-Ordinator & HOD, Dept. of BSc&H

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Points to be discussed:

1 Review of the minutes and action taken report of the previous meeting.

2. Presentation of the report on the Current status by Coordinator, IQAC

3. Self-Evaluative Report of the Departments.

4. Any other matter with permission of the chair.

IQAC COORDINATOR

IQAC Co-ordinator
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INTERNAL QUALITY ASSURANCE CELL (IQAC)

CIRCULAR

Ref.: VITS/IQAC/2018-19/7   Date:02/05/2019

The fourth IQAC meeting for the academic year 2018-19 is scheduled on 06/05/2019 Monday at 09.00AM in English Lab. The below listed members are requested to kindly make it convenient to attend the meeting.

S.No.	Name	Designation
1.	Dr. G. Jagadeeswar Reddy	Principal
2.	Sri G. Hussain Reddy	Secretary & Correspondent
3.	Sri P. R. Babajee	Director (Administrative)
4.	Sri S. Siddeswara Reddy	HOD, Dept. of ECE
5.	Sri. M. V. V. Prasad,	HOD, Dept. of BSc&H
6.	Sri V. Narasimha Swamy	HOD, Dept. of CSE
7.	Sri. K. Ramamohana Reddy	HOD, Dept. of EEE
8.	Sri. K. Venkat Reddy	Member, Sri Sri Sri MookambikaEducational Society
9.	Thotam Janardhan	III B.Tech EEE
10.	Bhumireddy Dharani	III B.Tech CSE
11.	Sri J.Md.Arif	Technical Lead, Infosys Ltd,
12.	Sri. G.R.Narendra	CEO founder, Global QuestTechnologies, Bangalore.
13.	Sri Syed Imtiyaz	Proprietor, Micro hardSolutions, Kadapa
14.	Sri. Thotam Sathya narayana	Bussiness, Tangutur Village
15.	Dr. D. Harikishan Reddy	IQAC Co-Ordinator & HOD, Dept. of MBA

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Points to be discussed:

1 Review of the minutes and action taken report of the previous meeting.
2. Plan of schedule for department meeting with HOD and staff members.
3. Review about the training and placement cell.
4. To Reduce Consumption of Electrical Energy
5. Any other matter with permission of the chair.

IQAC COORDINATOR
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INTERNAL QUALITY ASSURANCE CELL (IQAC)

CIRCULAR ·

Ref.: VITS/IQAC/2018-19/5   Date:06/02/2019

The third IQAC meeting for the academic year 2018-19 is scheduled on 11/02/2019 Monday at 09.00AM in English Lab. The below listed members are requested to kindly make it convenient to attend the meeting.

S.No.	Name	Designation
1.	Dr. G. Jagadeeswar Reddy	Principal
2.	Sri G. Hussain Reddy	Secretary & Correspondent
3.	Sri P. R. Babajee	Director (Administrative)
4.	Sri S. Siddeswara Reddy	HOD, Dept. of ECE
5.	Sri. M. V. V. Prasad,	HOD, Dept. of BSc&H
6.	Sri V. Narasimha Swamy	HOD, Dept. of CSE
7.	Sri. K. Ramamohana Reddy	HOD, Dept. of EEE
8.	Sri. K. Venkat Reddy	Member, Sri Sri Sri MookambikaEducational Society
9.	Thotam Janardhan	III B.Tech EEE
10.	Bhumireddy Dharani	III B.Tech CSE
11.	Sri J.Md.Arif	Technical Lead, Infosys Ltd,
12.	Sri. G.R.Narendra	CEO founder, Global QuestTechnologies, Bangalore.
13.	Sri Syed Imtiyaz	Proprietor, Micro hardSolutions, Kadapa
14.	Sri. Thotam Sathya narayana	Bussiness, Tangutur Village
15.	Dr. D. Harikishan Reddy	IQAC Co-Ordinator & HOD, Dept. of MBA

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Points to be discussed:

1 Review of the minutes and action taken report of the previous meeting.
2. Usage of ICT Tools by Faculty.
3. Workshops FDPs/Seminars/Conferences conducted/attended.
4. Research, Consultancy and Quality Publications.
5. Any other matter with permission of the chair.

IQAC COORDINATOR

IQAC Coordinator
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INTERNAL QUALITY ASSURANCE CELL (IQAC)

CIRCULAR

Ref.: VITS/IQAC/2018-19/3   Date:01/11/2018

The second IQAC meeting for the academic year 2018-19 is scheduled on 05/11/2018 Monday at 09.00AM in English Lab. The below listed members are requested to kindly make it convenient to attend the meeting.

S.No.	Name	Designation
1.	Dr. G. Jagadeeswar Reddy	Principal
2.	Sri G. Hussain Reddy	Secretary & Correspondent
3.	Sri P. R. Babajee	Director (Administrative)
4.	Sri S. Siddeswara Reddy	HOD, Dept. of ECE
5.	Sri. M. V. V. Prasad,	HOD, Dept. of BSc&H
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12.	Sri. G.R.Narendra	CEO founder, Global QuestTechnologies, Bangalore.
13.	Sri Syed Imtiyaz	Proprietor, Micro hardSolutions, Kadapa
14.	Sri. Thotam Sathya narayana	Bussiness, Tangutur Village
15.	Dr. D. Harikishan Reddy	IQAC Co-Ordinator & HOD, Dept. of MBA

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Agenda

1. Action taken report on minute of meeting held on 05.11.2018.

2. Usage of ICT Tools by Faculty.

3. Workshops FDPs/Seminars/Conferences conducted/attended.

4. Research, Consultancy and Quality Publications.

5. Any other matter with permission of the chair.

The minutes of the meeting are as follows:

Item 1:   The team reviewed the decisions made in the previous meeting and found satisfactory progress in their implementation.

Item 2: Faculty members are encouraged to use the ICT facility to enhance the quality of teaching.

Item 3: Various industry linkages have been established for industrial training of students. Departments should also plan for conferences and training programs for students. The principal suggested the departments to conduct a greater number of FDPs.

Item 4: Principal suggested to form inter and intra discipline research groups at the institutional level to promote research activities, writing of research proposals, to review the progress of all research scholars and other research related activities. Suggested to visit industries for collaborative research work

Item 5: IQAC meeting concluded with a formal vote of thanks proposed by the coordinator.

IQAC COORDINATOR

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(Approved by A.I.C.T.E., New Delhi, Affiliated to JNTUA, Anantapuramu)

INTERNAL QUALITY ASSURANCE CELL (IQAC)

CIRCULAR

Ref.: VITS/IQAC/2018-19/1   Date:01/08/2018

The First IQAC meeting for the academic year 2018-19 is scheduled on 06/08/2018 Monday at 09.00AM in English Lab. The below listed members are requested to kindly make it convenient to attend the meeting.

S.No.	Name	Designation
1.	Dr. G. Jagadeeswar Reddy	Principal
2.	Sri G. Hussain Reddy	Secretary & Correspondent
3.	Sri P. R. Babajee	Director (Administrative)
4.	Sri S. Siddeswara Reddy	HOD, Dept. of ECE
5.	Sri. M. V. V. Prasad,	HOD, Dept. of BSc&H
6.	Sri V. Narasimha Swamy	HOD, Dept. of CSE
7.	Sri. K. Ramamohana Reddy	HOD, Dept. of EEE
8.	Sri. K. Venkat Reddy	Member, Sri Sri Sri MookambikaEducational Society
9.	Thotam Janardhan	III B.Tech EEE
10.	Bhumireddy Dharani	III B.Tech CSE
11.	Sri J.Md.Arif	Technical Lead, Infosys Ltd,
12.	Sri. G.R.Narendra	CEO founder, Global QuestTechnologies, Bangalore.
13.	Sri Syed Imtiyaz	Proprietor, Micro hardSolutions, Kadapa
14.	Sri. Thotam Sathya narayana	Bussiness, Tangutur Village
15.	Dr. D. Harikishan Reddy	IQAC Co-Ordinator & HOD, Dept. of MBA

Points to be discussed:

1. Introduction of IQAC Members by Chairperson
2. Significance of IQAC
3. Finalization of Parameters for Data Audit
4. Plan of action
5. Approvals
   a. Academic Calendars and IQAC Events
   b. IQAC Meetings
6. Any other item

IQAC COORDINATOR

IQAC Co-ordinator
Vaagdevi Institute of Technology & Science
PEDDASETTIPALLI.
PRODDATUR. Kadapa (Dist.)

PRINCIPAL

PRINCIPAL
Vaagdevi Institute of Technology & Science
PEDDASETTIPALLI.
PRODDATUR. Kadapa (Dist)

Copy to:

1. Principal
2. IQAC Co-ordinator
3. HODs

VITS/IQAC/2024-2025/02   Date: 25.07.2024

INTERNAL QUALITY ASSURANCE CELL

MINUTES OF MEETING

The IQAC Meeting for the academic year 2024-2025 has been held on 25.07.2024 in the Board Room at 09:00 a.m. The following members were present:

S.No.	Name	Designation	Role
1.	Dr. B Siddeswara Rao	Principal	Chairperson
2.	Sri G.Hussain Reddy	Secretary & Correspondent	Management
3.	Sri M.Rajani Kanth Reddy	Administrative officer	Senior Administrative Officer
4.	Dr S Siddeswara Reddy	HOD, Dept. of ECE	Teachers
5.	Dr.M.V.V.Prasad,	HOD, Dept. of BSc&H	Teachers
6.	Sri V.Narasimha Swamy	HOD, Dept. of CSE	Teachers
7.	Ms. B. Devi Ananya	Asst.Prof, Dept.of BSc&H	Teachers
8.	Sri. K.Venkat Reddy	Member, Sri Sri Sri Mookambika Educational Society	Local Society
9.	Nagisetty Pavitra	IV B.Tech EEE	Student
10.	Kuntumalla Venkata Sanjeeva	IV B.Tech ECE	Student
11.	Sri J.Md.Arif	Technical Lead, Infosys Ltd,	Alumni
12.	Sri. G.R.Narendra	CEO founder, Global Quest Technologies, Bangalore.	Employer
13.	Sri Syed Imtiyaz	Proprietor, Micro hard Solutions, Kadapa	Industrialist

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14.	Sri. Bonam Vinay Kumar	Sarpanch, Muddanur Village	Stake holders (Parent)
15.	Sri K Ramamohana Reddy	HOD, Dept. of EEE	IQAC Coordinator

Agenda:

1. Submission of NAAC SSR.
2. Student feedback and MOOC Course.
3. Research Activities.
4. Discussion related to Autonomous Process.
5. Any other item.

The minutes of the meeting are as follows:

Item 1: Members appreciated the efforts of all faculty members in preparation of NAAC SSR. Members have suggested and advised to make some changes in the Draft SSR prepared by IQAC Coordinator before submitting to NAAC.

Item 2: Committee have reviewed the student feedback analysis and action taken report. Members suggested to complete the MOOC online course in time.

Item 3: All the HODs are instructed to encourage the faculty members to publish their research papers in SCi/Scopus/UGC recognized journals only. Also remind the faculty that incentives will be given to the faculty only when the papers are published in SCi/Scopus/UGC recognized journals.

Item 4: Committee have discussed about action plan to be taken for Autonomous state after NAAC process.

Item 5: Members have advised to submit NAAC SSR with in time specified by the NAAC with proper documentation as per SOP.

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Principal
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VITS/IQAC/2023-2024/06   Date: 08.01.2024

INTERNAL QUALITY ASSURANCE CELL

MINUTES OF MEETING

The IQAC Meeting for the academic year 2023-2024 has been held on 08.01.2024 in the English Lab at 09:00 a.m. The following members were present:

S.No.	Name	Designation
1.	Dr. B Siddeswara Rao	Principal
2.	Sri G. Hussain Reddy	Secretary & Correspondent
3.	Sri M. Rajani Kanth Reddy	Administrative officer
4.	Dr S Siddeswara Reddy	HOD, Dept. of ECE
5.	Dr.M.V.V.Prasad,	HOD, Dept. of BSc&H
6.	Sri V.Narasimha Swamy	HOD, Dept. of CSE
7.	Ms. B. Devi Ananya	Asst.Prof, Dept.of BSc&H
8.	Sri. K.Venkat Reddy	Member, Sri Sri Sri MookambikaEducational Society
9.	Usugari Vasavi	III B.Tech ECE
10.	Bhumireddy Vanitha	III B.Tech CSE
11.	Sri J.Md.Arif	Technical Lead, Infosys Ltd,
12.	Sri. G.R.Narendra	CEO founder, Global QuestTechnologies, Bangalore.
13.	Sri Syed Imtiyaz	Proprietor, Micro hardSolutions, Kadapa
14.	Sri. Bonam Vinay Kumar	Sarpanch, Muddanur Village
15.	Sri K Ramamohana Reddy	IQAC Co-Ordinator & HOD, Dept. of EEE

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Agenda:

Verification of Data Templates for the following sections:
1.2.1 Add-on Courses.
1.3.2 Internship Project work.
2.1.2 Percentage of seats filled.
2.1_2.4.2 Faculty Information.
2.6.3 Result analysis
2.7. Student Satisfactory Survey.
3.3.1 Journals.
3.4.3 NSS.
3.5.1 MoUs.
5.1.2 Skill Enhancement.
5.1.3 Career Guidance.
6.3.3 Workshops.
The minutes of the meeting are as follows:

Principal welcomed all the members of IQAC for the IQAC Meeting.

- Principal Verified the following data templates appropriate proofs
    1.2.1 Add-on Courses.
    1.3.2 Internship Project work.
    2.1.2 Percentage of seats filled.
    2.1_2.4.2 Faculty Information.
    2.6.3 Result analysis.
    2.7. Student Satisfactory Survey.
    3.3.1 Journals.
    3.4.3 NSS.
    3.5.1 MoUs.
    5.1.2 Skill Enhancement.
    5.1.3 Career Guidance.
    6.3.3 Workshops

- Principal given suggestions to prepare the modifications for the following data templates

    1.2.1 Add-on Courses.
    2.1_2.4.2 Faculty Information.
    2.6.3 Result analysis.
    2.7. Student Satisfactory Survey.
    3.3.1 Journals.
    3.4.3 NSS.
    3.5.1 MoUs.
    5.1.2 Skill Enhancement.
    5.1.3 Career Guidance.

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- Principal clarified the following
  4.1.2 Infrastructure Augmentation
  6.3.2 Financial Support for Faculty FDP.

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VITS/IQAC/2023-2024/04   09-10-2023

INTERNAL QUALITY ASSURANCE CELL   .

MINUTES OF MEETING

The members present in the meeting were as per the attendance sheet

Following are the members:

S.No.	Name	Designation
1.	Dr. S D Govardhan,	Principal
2.	Sri G. Hussain Reddy	Secretary & Correspondent
3.	Sri M. Rajani Kanth Reddy	Administrative officer
4.	Dr S Siddeswara Reddy	HOD, Dept. of ECE
5.	Dr.M.V.V.Prasad,	HOD, Dept. of BSc&H
6.	Sri V.Narasimha Swamy	HOD, Dept. of CSE
7.	Ms. B. Devi Ananya	Asst.Prof, Dept.of BSc&H
8.	Sri. K.Venkat Reddy	Member, Sri Sri Sri MookambikaEducational Society
9.	Usugari Vasavi	III B.Tech ECE
10.	Bhumireddy Vanitha	III B.Tech CSE
11.	Sri J.Md.Arif	Technical Lead, Infosys Ltd,
12.	Sri. G.R.Narendra	CEO founder, Global QuestTechnologies, Bangalore.
13.	Sri Syed Imtiyaz	Proprietor, Micro hardSolutions, Kadapa
14.	Sri. Bonam Vinay Kumar	Sarpanch, Muddanur Village
15.	Sri K Ramamohana Reddy	IQAC Co-Ordinator & HOD, Dept. of EEE

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Agenda:

1. Student and Faculty count confirmation for all academic years.
2. Review of completed NAAC templates
3. Formats & Suggestions for the next week timeline.

S.NO	ACTION POINTS	PERSON RESPONSIBILITY
1	Department wise Student and Faculty count confirmation for all academic years.	Sri. K. Rama Mohana Reddy Dr.S.Siddeswara Reddy Sri V.Narasimha Swamy Dr.M.V.V.Prasad,
2	Preparation of SC/ST Committee composition, circular and MOM.	Dr.S.Siddeswara Reddy
3	Preparation of IIC Committee composition, circular and MOM.	Dr.M.V.V.Prasad
4	Preparation of IQAC Committee composition, circular and MOM.	Sri. K. Rama Mohana Reddy
5	Preparation of R & D Committee composition, circular and MOM.	Sri V.Narasimha Swamy

IQAC Coordinator

IQAC Co-ordinator
devi Institute of Technology & Science
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PRODDATUR. Kadapa (Dist.)

Principal

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VITS/IQAC/2023-2024/02

Date: 03.07.2023

INTERNAL QUALITY ASSURANCE CELL

MINUTES OF MEETING

The IQAC Meeting for the academic year 2023-2024 has been held on 03.07.2023 in the Principal Chamber at 09:00 a.m. The following members were present:

S.No.	Name	Designation
1.	Dr. S D Govardhan	Principal
2.	Sri G. Hussain Reddy	Secretary & Correspondent
3.	Sri M. Rajani Kanth Reddy	Administrative officer
4.	Dr S Siddeswara Reddy	HOD, Dept. of ECE
5.	Dr.M.V.V.Prasad,	HOD, Dept. of BSc&H
6.	Sri V.Narasimha Swamy	HOD, Dept. of CSE
7.	Ms. B. Devi Ananya	Asst.Prof, Dept.of BSc&H
8.	Sri. K.Venkat Reddy	Member, Sri Sri Sri MookambikaEducational Society
9.	Usugari Vasavi	III B.Tech ECE
10.	Bhumireddy Vanitha	III B.Tech CSE
11.	Sri J.Md.Arif	Technical Lead, Infosys Ltd,
12.	Sri. G.R.Narendra	CEO founder, Global QuestTechnologies, Bangalore.
13.	Sri Syed Imtiyaz	Proprietor, Micro hardSolutions, Kadapa
14.	Sri. Bonam Vinay Kumar	Sarpanch, Muddanur Village
15.	Sri K Ramamohana Reddy	IQAC Co-Ordinator & HOD, Dept. of EEE

Agenda:

1. Discussion about Course files documentation process with Principal and HODs.
2. Orientation on preparation of Course file and its documentation process to HOD's and faculty members for current semester subjects and laboratories.
3. Verification of UG & PG Student data, Faculty data as per Regulatory Bodies for the five academic years and NAAC Templates (1.3.2, 2.1.1_2.1.2, 2.1_2.4.2, 4.1.2_4.4.1).

The minutes of the meeting are as follows:

Item 1: Principal given explanation about how to prepare course file documentation by the faculties for the current semester subjects and laboratories to HODs with Principal.

Item 2: Principal given Demonstration on course file contents and explained importance of 25 contents of course file to the HODs and Faculties.

- Every faculty and HODs practiced CO-PO Mapping with their subjects and clarified their doubts by Principal.

Item 3: Principal verified the student count of I,II,III & IV year of five academic years from 2018-19 to 2022-23.

- Principal verified each and every readmitted, dropped, transferred & any other special case student details with proof document and then finalized the I,II,III & IV year of five academic years student count and the roll numbers to be maintained in the attendance register and everywhere from 2018-19 to 2022-23.

IQAC Coordinator
IQAC Co-ordinator
...devi Institute of Technology & Science
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...ODDATUR. Kadapa (Dist.)

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VITS/IQAC/22-23/08   Date: 10.04.2023

INTERNAL QUALITY ASSURANCE CELL

MINUTES OF MEETING

The IQAC Meeting for the academic year 2022-2023 has been held on 10.04.2023 in the English Lab at 09:00 a.m. The following members were present:

S.No.	Name	Designation
1.	Dr. S. D. Govardhan	Principal
2.	Sri G. Hussain Reddy	Secretary & Correspondent
3.	Sri M. Rajani Kanth Reddy	Administrative officer
4.	Dr S Siddeswara Reddy	HOD, Dept. of ECE
5.	Dr. M. V. V. Prasad,	HOD, Dept. ofBSc&H
6.	Sri V. Narasimha Swamy	HOD, Dept. ofCSE
7.	Mrs. B. V. R. Bhanu	Asst.Prof, Dept.of BSc&H
8.	Sri. K. Venkat Reddy	Member, Sri Sri Sri MookambikaEducational Society
9.	Chennupalli Vijaya Bhanu	III B.Tech ECE
10.	Edamadaka Charani	III B.Tech CSE
11.	Sri J.Md.Arif	Technical Lead, Infosys Ltd,
12.	Sri. G.R.Narendra	CEO founder, Global QuestTechnologies, Bangalore.
13.	Sri Syed Imtiyaz	Proprietor, Micro hardSolutions, Kadapa
14.	Sri. Bonam Vinay Kumar	Sarpanch, Muddanur Village
15.	Sri K Ramamohana Reddy	IQAC Co-Ordinator HOD, Dept. ofEEE

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Agenda

1. Actions on previous meeting.

2. Student and Faculty count confirmation for all academic years.

3. Review of completed NAAC templates

4. Lesson plan review.

5. Formats & Suggestions for the next week timeline.

6. Qualitative metrics suggestions.

The minutes of the meeting are as follows:

Item 1: The previous meeting minutes were presented and the action taken report for the previous meeting was also discussed.

S.NO	ACTION POINTS	PERSON RESPONSIBILITY
1	Criterion 1: 1.1.1.a : - University academic schedule for all Academic years(semester wise) - College academic calendar - One value added course for every year student in every department per semester has been finalised. Towards the same, every Department HoD has to finalise the title based on Regulation, Curriculum & Syllabus and provide the title for value added course for every semester across 5 academic years. - Faculty name list department wise for every semester in a academic year. This to be submitted for all 10 semesters. 1.2.1 : - Student name list department wise for every semester in a academic year. This to be submitted for all 10 semesters.	Dr.M.V.V.Prasad,
2	2.1.1: - AICTE Approval order, JNTUA Affiliation orders for all academic years mentioning the sanctioned intake.	Dr.S.Siddeswara Reddy

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	- AISHE student admission report for the submitted academic years. **2.7:** - A google form to be submitted collecting the required information from the present students.	
3	**3.3.1:** - Journal publications for every faculty across 5 Academic Years. **3.3.2:** - Book Chapters for every faculty across 5 Academic Years. Required Documents Preparation for criteria 3.1.1, 3.3.1, 3.3.2 and 7.1.1	Sri. K. Ramamohana Reddy
4	**5.2.1:** - List of students placed and taken higher education across all 5 Academic Years - Placement orders for all the students - Department-wise placed students list - Placement statistics - UG & PG ID card for higher education students. **5.2.2:** - List of students qualified in STATE/NATIONS/INTERNATIONAL Examinations. - SCore sheet of the students qualified. Required Documents Preparation for criteria 4.1.1, 4.1.2, 4.3.1, 4.3.2, 5.2.1 and 5.2.2	Sri V.Narasimha Swamy

IQAC COORDINATOR

IQAC Co-ordinator
Vaagdevi Institute of Technology & Science
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PRINCIPAL

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VITS/IQAC/2022-2023/06

Date: 09.01.2023

INTERNAL QUALITY ASSURANCE CELL

MINUTES OF MEETING

The IQAC Meeting for the academic year 2022-2023 has been held on 09.01.2023 in the English Lab at 09:00 a.m. The following members were present:

S.No.	Name	Designation
1.	Dr. S. D. Govardhan	Principal
2.	Sri G. Hussain Reddy	Secretary & Correspondent
3.	Sri M. Rajani Kanth Reddy	Administrative officer
4.	Dr S Siddeswara Reddy	HOD, Dept. of ECE
5.	Dr. M. V. V. Prasad,	HOD, Dept. ofBSc&H
6.	Sri V. Narasimha Swamy	HOD, Dept. ofCSE
7.	Mrs. B. V. R. Bhanu	Asst.Prof, Dept.of BSc&H
8.	Sri. K. Venkat Reddy	Member, Sri Sri Sri MookambikaEducational Society
9.	Chennupalli Vijaya Bhanu	III B.Tech ECE
10.	Edamadaka Charani	III B.Tech CSE
11.	Sri J.Md.Arif	Technical Lead, Infosys Ltd,
12.	Sri. G.R.Narendra	CEO founder, Global QuestTechnologies, Bangalore.
13.	Sri Syed Imtiyaz	Proprietor, Micro hardSolutions, Kadapa
14.	Sri. Bonam Vinay Kumar	Sarpanch, Muddanur Village
15.	Sri K Ramamohana Reddy	IQAC Co-Ordinator HOD, Dept. ofEEE

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Agenda

1. Actions on previous meeting.
2. Student and Faculty count confirmation for all academic years.
3. Committees Composition, Circular and MOM confirmation
4. Any other item with permission of chair.

The minutes of the meeting are as follows:

Item 1: The previous meeting minutes were presented and the action taken report for the previous meeting was also discussed.

Item 2: Principal given explanation about Student and Faculty count confirmation for all academic years.

Item 3: Principal given explanation about Committees Composition, Circular and MOM confirmation.

Item 4: Meeting concluded with vote of thanks by Principal.

IQAC COORDINATOR

IQAC Co-ordinator
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PRINCIPAL

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VITS/IQAC/2022-2023/04   Date: 10.10.2022

INTERNAL QUALITY ASSURANCE CELL

MINUTES OF MEETING

The IQAC Meeting for the academic year 2022-2023 has been held on 10.10.2022 in the English Lab at 09:00 a.m. The following members were present:

S.No.	Name	Designation
1.	Dr. S. D. Govardhan	Principal
2.	Sri G. Hussain Reddy	Secretary & Correspondent
3.	Sri M. Rajani Kanth Reddy	Administrative officer
4.	Dr S Siddeswara Reddy	HOD, Dept. of ECE
5.	Dr. M. V. V. Prasad,	HOD, Dept. of BSc&H
6.	Sri V. Narasimha Swamy	HOD, Dept. of CSE
7.	Mrs. B. V. R. Bhanu	Asst.Prof, Dept.of BSc&H
8.	Sri. K. Venkat Reddy	Member, Sri Sri Sri MookambikaEducational Society
9.	Chennupalli Vijaya Bhanu	III B.Tech ECE
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11.	Sri J.Md.Arif	Technical Lead, Infosys Ltd,
12.	Sri. G.R.Narendra	CEO founder, Global QuestTechnologies, Bangalore.
13.	Sri Syed Imtiyaz	Proprietor, Micro hardSolutions, Kadapa
14.	Sri. Bonam Vinay Kumar	Sarpanch, Muddanur Village
15.	Sri K Ramamohana Reddy	IQAC Co-Ordinator HOD, Dept. ofEEE

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Agenda

1. Actions on previous meeting.

2. Participation of faculty in Conference/ Workshop/ Seminars.

3. E-library/Journals/NPTEL.

4. Instructions to NSS Officer.

5. Student participation in symposiums.

6. Any other item with permission of chair.

The minutes of the meeting are as follows:

Item 1: The previous meeting minutes were presented and the action taken report for the previous meeting was also discussed.

Item 2: It was resolved to encourage the faculty in each Department to attend Conference/ Workshop/ Seminars at reputed institutions.

Item 3: The Librarian was instructed to assist the students in using the E-library/Journals/NPTEL material etc.

Item 4: NSS Officer was instructed to plan at least two outreach programs during the semester. It was decided to maintain the campus clean and green. NSS units were asked to conduct clean and green programs through students to make them social conscious.

Item 5: It was decided to send the students to participate in student activities like symposiums to other colleges

Item 6: Meeting concluded with vote of thanks by Principal.

IQAC COORDINATOR

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VITS/IQAC/2022-2023/02   Date: 11.07.2022

INTERNAL QUALITY ASSURANCE CELL

MINUTES OF MEETING

The IQAC Meeting for the academic year 2022-2023 has been held on 11.07.2022 in the English Lab at 09:00 a.m. The following members were present:

S.No.	Name	Designation
1.	Dr. S. D. Govardhan	Principal
2.	Sri G. Hussain Reddy	Secretary & Correspondent
3.	Sri M. Rajani Kanth Reddy	Administrative officer
4.	Dr S Siddeswara Reddy	HOD, Dept. of ECE
5.	Dr. M. V. V. Prasad,	HOD, Dept. ofBSc&H
6.	Sri V. Narasimha Swamy	HOD, Dept. ofCSE
7.	Mrs. B. V. R. Bhanu	Asst.Prof, Dept.of BSc&H
8.	Sri. K. Venkat Reddy	Member, Sri Sri Sri MookambikaEducational Society
9.	Chennupalli Vijaya Bhanu	III B.Tech ECE
10.	Edamadaka Charani	III B.Tech CSE
11.	Sri J.Md.Arif	Technical Lead, Infosys Ltd,
12.	Sri. G.R.Narendra	CEO founder, Global QuestTechnologies, Bangalore.
13.	Sri Syed Imtiyaz	Proprietor, Micro hardSolutions, Kadapa
14.	Sri. Bonam Vinay Kumar	Sarpanch, Muddanur Village
15.	Sri K Ramamohana Reddy	IQAC Co-Ordinator HOD, Dept. ofEEE

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(Approved by A.I.C.T.E., New Delhi, Affiliated to JNTUA, Anantapuramu)

Agenda

1. Instructions to HOD's.

2. Add on programs.

3. Student mentoring.

4. Paper Publishing by faculty.

5. Any other item with permission of chair.

The minutes of the meeting are as follows:

Item 1: The HODS were given stern instructions by the IQAC Chairperson to follow all university guidelines strictly.

Item 2: The members has resolved to conduct add on programmes with internal faculty to bridge the curriculum gaps. Student feedback of 2021-22, was reviewed and HODS are asked to prepare action taken report.

Item 3: It was resolved to maintain student mentoring by faculty mentors and to carefully monitor the students' progress through mentors. It was resolved to implement student-centric activities for strengthening their talents.

Item 4: It was decided to publish at least one paper in peer reviewed journals by each faculty and HODS are instructed to motivate the faculty.

Item 5: Meeting concluded with vote of thanks by Principal.

IQAC COORDINATOR

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VITS/IQAC/21-22/08   Date: 04.04.2022

INTERNAL QUALITY ASSURANCE CELL

MINUTES OF MEETING

The IQAC Meeting for the academic year 2021-2022 has been held on 04.04.2022 in the English Lab at 09:00 a.m. The following members were present:

S.No.	Name	Designation
1.	Dr. S. D. Govardhan	Principal
2.	Sri G.Hussain Reddy	Secretary & Correspondent
3.	Sri M. Rajani Kanth Reddy	Administrative officer
4.	Sri. K. Ramamohana Reddy	HOD, Dept. of EEE
5.	Dr. M. V. V. Prasad,	HOD, Dept. of BSc&H
6.	Sri V. Narasimha Swamy	HOD, Dept. of CSE
7.	Mrs. B. V. R. Bhanu	Asst.Prof, Dept.of BSc&H
8.	Sri. K. Venkat Reddy	Member, Sri Sri Sri MookambikaEducational Society
9.	Ummadi Nagendra	III B.Tech EEE
10.	Chimmani Hymavathi	III B.Tech ECE
11.	Sri J. Md. Arif	Technical Lead, Infosys Ltd,
12.	Sri. G. R. Narendra	CEO founder, Global QuestTechnologies, Bangalore.
13.	Sri Syed Imtiyaz	Proprietor, Micro hardSolutions, Kadapa
14.	Sri. Bonam Vinay Kumar	Sarpanch, Muddanur Village
15.	Dr S Siddeswara Reddy	IQAC Co-Ordinator & HOD, Dept. of ECE

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Agenda

1. Approval of the Previous meeting minutes.

2. Training and Placement cell activities.

3. Monitor Teaching and Evaluation of faculty.

4. Best practices.

5. Any other item with permission of chair.

The minutes of the meeting are as follows:

Item 1: The previous meeting minutes were presented and the action taken report for the previous meeting was also discussed.

Item 2: The Training & Placement Cell in consultation with the HODs was advised to plan Career aspects after B.Tech.

Item 3: HODS were instructed to monitor the Teaching and evaluation of individual faculty and instructed that every faculty should use ICT tools in Teaching and learning process. Student feedback of AY: 2021-22, II Sem was reviewed and HODS are asked to prepare action taken report. Members requested the HODS to identify the slow learners and appropriate action is to be taken to motivate them.

Item 4: It is resolved to identify the best practices to be followed by the various committees to strengthen.

Item 5: Meeting concluded with vote of thanks by Principal.

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VITS/IQAC/21-22/06   Date: 03.01.2022

INTERNAL QUALITY ASSURANCE CELL

MINUTES OF MEETING

The IQAC Meeting for the academic year 2021-2022 has been held on 03.01.2022 in the English Lab at 09:00 a.m. The following members were present:

S.No.	Name	Designation
1.	Dr. S. D. Govardhan	Principal
2.	Sri G.Hussain Reddy	Secretary & Correspondent
3.	Sri M. Rajani Kanth Reddy	Administrative officer
4.	Sri. K. Ramamohana Reddy	HOD, Dept. of EEE
5.	Dr. M. V. V. Prasad,	HOD, Dept. of BSc&H
6.	Sri V. Narasimha Swamy	HOD, Dept. of CSE
7.	Mrs. B. V. R. Bhanu	Asst.Prof, Dept.of BSc&H
8.	Sri. K. Venkat Reddy	Member, Sri Sri Sri MookambikaEducational Society
9.	Ummadi Nagendra	III B.Tech EEE
10.	Chimmani Hymavathi	III B.Tech ECE
11.	Sri J. Md. Arif	Technical Lead, Infosys Ltd,
12.	Sri. G. R. Narendra	CEO founder, Global QuestTechnologies, Bangalore.
13.	Sri Syed Imtiyaz	Proprietor, Micro hardSolutions, Kadapa
14.	Sri. Bonam Vinay Kumar	Sarpanch, Muddanur Village
15.	Dr S Siddeswara Reddy	IQAC Co-Ordinator & HOD, Dept. of ECE

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(Approved by A.I.C.T.E., New Delhi, Affiliated to JNTUA, Anantapuramu)

Agenda

1. Approval of the Previous meeting minutes.

2. Industrial visits, internships, value added courses.

3. Teaching-Learning process.

4. Student progression process.

5. Co-Curricular and extracurricular activities.

6. Any other item with permission of chair.

The minutes of the meeting are as follows:

Item 1: The previous meeting minutes were presented and the action taken report for the previous meeting was also discussed.

Item 2: HODs are requested to identify the gaps in curriculum through surveys and prepare the action plan including Add-on programs to be conducted, Industrial visits, internships, value added courses etc. for the benefit of students.

Item 3: All the HODS are requested to follow the Teaching-Learning procedures as prescribed by the affiliating university.

Item 4: The committee has decided that at least 2 to 3 mentoring sessions to monitor student progression should be taken up by the faculty and motivate the students.

Item 5: All the HODs are instructed to conduct Co-Curricular and Extra Curricular activities for the benefit of students with full cooperation.

Item 6: Meeting concluded with vote of thanks by Principal.

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PRODDATUR. Kadapa (Dist.)

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Vaagdevi Institute of Technology & Science
PEDDASETTIPALLI.
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VITS/IQAC/21-22/04

Date: 04.10.2021

INTERNAL QUALITY ASSURANCE CELL

MINUTES OF MEETING

The IQAC Meeting for the academic year 2021-2022 has been held on 04.10.2021 in the English Lab at 09:00 a.m. The following members were present:

S.No.	Name	Designation
1.	Dr. S. D. Govardhan	Principal
2.	Sri G.Hussain Reddy	Secretary & Correspondent
3.	Sri M. Rajani Kanth Reddy	Administrative officer
4.	Sri. K. Ramamohana Reddy	HOD, Dept. of EEE
5.	Dr. M. V. V. Prasad,	HOD, Dept. of BSc&H
6.	Sri V. Narasimha Swamy	HOD, Dept. of CSE
7.	Mrs. B. V. R. Bhanu	Asst.Prof, Dept.of BSc&H
8.	Sri. K. Venkat Reddy	Member, Sri Sri Sri MookambikaEducational Society
9.	Ummadi Nagendra	III B.Tech EEE
10.	Chimmani Hymavathi	III B.Tech ECE
11.	Sri J. Md. Arif	Technical Lead, Infosys Ltd,
12.	Sri. G. R. Narendra	CEO founder, Global QuestTechnologies, Bangalore.
13.	Sri Syed Imtiyaz	Proprietor, Micro hardSolutions, Kadapa
14.	Sri. Bonam Vinay Kumar	Sarpanch, Muddanur Village
15.	Dr S Siddeswara Reddy	IQAC Co-Ordinator & HOD, Dept. of ECE

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Agenda

1. Approval of the Previous meeting minutes.

2. Industrial visits, internships, value added courses.

3. Evaluation process.

4. Mentoring process.

5. Co-Curricular and extracurricular activities.

6. Any other item with permission of chair.

The minutes of the meeting are as follows:

Item 1: The previous meeting minutes were presented and the action taken report for the previous meeting was also discussed.

Item 2: HODs are requested to identify the gaps in curriculum through surveys and prepare the action plan including Add-on programs to be conducted, Industrial visits, internships, value added courses etc. for the benefit of students.

Item 3: All the HODS are requested to strictly follow the evaluation procedures as prescribed by the affiliating university.

Item 4: The committee has decided that at least 2 to 3 mentoring sessions are to be taken up by the faculty and motivate the students.

Item 5: All the HODs are instructed to conduct Co-Curricular and Extra Curricular activities for the benefit of students with full cooperation.

Item 6: Meeting concluded with vote of thanks by Principal.

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VITS/IQAC/21-22/02   Date: 19.07.2021

INTERNAL QUALITY ASSURANCE CELL

MINUTES OF MEETING

The IQAC Meeting for the academic year 2021-2022 has been held on 19.07.2021 in the English Lab at 09:00 a.m. The following members were present:

S.No.	Name	Designation
1.	Dr. S. D. Govardhan	Principal
2.	Sri G.Hussain Reddy	Secretary & Correspondent
3.	Sri M. Rajani Kanth Reddy	Administrative officer
4.	Sri. K. Ramamohana Reddy	HOD, Dept. of EEE
5.	Dr. M. V. V. Prasad,	HOD, Dept. of BSc&H
6.	Sri V. Narasimha Swamy	HOD, Dept. of CSE
7.	Mrs. B. V. R. Bhanu	Asst.Prof, Dept.of BSc&H
8.	Sri. K. Venkat Reddy	Member, Sri Sri Sri MookambikaEducational Society
9.	Ummadi Nagendra	III B.Tech EEE
10.	Chimmani Hymavathi	III B.Tech ECE
11.	Sri J. Md. Arif	Technical Lead, Infosys Ltd,
12.	Sri. G. R. Narendra	CEO founder, Global QuestTechnologies, Bangalore.
13.	Sri Syed Imtiyaz	Proprietor, Micro hardSolutions, Kadapa
14.	Sri. Bonam Vinay Kumar	Sarpanch, Muddanur Village
15.	Dr S Siddeswara Reddy	IQAC Co-Ordinator & HOD, Dept. of ECE

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Agenda

1. Preparation of Event calendars

2. Industrial Visits and Internships

3. NSS and Outreach activities

4. Infrastructure and Library facilities

5. Training and Placement activities

6. Professional bodies activities

7. FDPs or SDPs planned

8. Any other item with permission of chair.

The minutes of the meeting are as follows:

Item 1: All the HODs are instructed to plan the event calendar for the academic year 2021-22 in line with affiliating university academic calendar by including various student activities and submit the same to the IQAC coordinator to prepare Institute event calendar.

Item 2: All the HODs are requested to plan for Industrial Visits and Internships for all the students.

Item 3: NSS Program Officer is requested to plan at least 4 outreach programs in the adopted villages during the academic year 2021-22.

Item 4: The committee has instructed Network admin and Librarian to submit the infrastructural and library requirements for the academic year 2021-22.

Item 5: The Placement officer is informed to plan the activities related to training activities for III and IV B. Tech all Programs in consultation with all HODS.

Item 6: All the professional body coordinators are instructed to plan for various activities and conduct motivation sessions for the students to join as members in the professional bodies.

Item 7: All the HODs are instructed to plan and organize FDPs and Staff Development Programs for Teaching and Non-Teaching Staff.

Item 8: Meeting concluded with vote of thanks by Principal.

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VITS/IQAC/20-21/06   Date: 05.04.2021

INTERNAL QUALITY ASSURANCE CELL

MINUTES OF MEETING

The IQAC Meeting for the academic year 2020-2021 has been held on 05.04.2021 in the English Lab at 09:00 a.m. The following members were present:

S.No.	Name	Designation
1.	Dr. G. Jagadeeswar Reddy,	Principal
2.	Sri G. Hussain Reddy	Secretary & Correspondent
3.	Sri P. R Babajee	Administrative officer
4.	Dr.S.Siddeswara Reddy	HOD, Dept. of ECE
5.	Dr. M. V. V. Prasad,	HOD, Dept. of BSc&H
6.	Sri. K. Ramamohana Reddy	HOD, Dept. of EEE
7.	Sri. K.Venkat Reddy	Member, Sri Sri Sri Mookambika Educational Society
8.	Bandi Mahesh Babu	III B.Tech CSE
9.	Bonam Sowjanya	III B.Tech ECE
10.	Sri J.Md.Arif	Technical Lead, Infosys Ltd,
11.	Sri. G.R.Narendra	CEO founder, Global QuestTechnologies, Bangalore.
12.	Sri Syed Imtiyaz	Proprietor, Micro hardSolutions, Kadapa
13.	Sri. Aakumalla VijayKumar	Private employee, Moolavaaripalle Village
14.	Sri V.Narasimha Swamy	HOD, Dept. of CSE

Agenda

1. Review on the previous meet held on 04-01-2021.

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2. Evaluate the effectiveness of mentorship programs and explore ways to optimize their outcomes.

3. Assess the implementation of industrial visits, workshops, seminars, technical symposiums.

4. Review and enhance student support services based on feedback and identified needs.

5. Evaluate the documentation process for quality-related activities and make necessary Improvements.

6. Any other item with permission of chair.

The minutes of the meeting are as follows:

Item 1: The previous meeting minutes were presented and the action taken report for the previous meeting was also discussed.

Item 2: Explored ways to optimize outcomes and enhance the mentorship experience. Emphasized the role of mentorship in student development.

Item 3: Assessed the implementation of industrial visits, workshops, seminars, and technical symposiums. Explored strategies to maximize the impact of academic events..

Item 4: Reviewed and enhanced student support services based on feedback and identified needs.

Item 5: Discussed about documentation process for quality-related activities and make necessary Improvements

Item 6: At the end of meeting vote of thanks was conveyed by Coordinator.

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PEDDASETTIPALLI.
PRODDATUR. Kadapa (Dist.)

VITS/IQAC/20-21/04

Date: 04.01.2021

INTERNAL QUALITY ASSURANCE CELL

MINUTES OF MEETING

The IQAC Meeting for the academic year 2020-2021 has been held on 04.01.2021 in the English Lab at 09:00 a.m. The following members were present:

S.No.	Name	Designation
1.	Dr. G. Jagadeeswar Reddy,	Principal
2.	Sri G. Hussain Reddy	Secretary & Correspondent
3.	Sri P. R Babajee	Administrative officer
4.	Dr.S.Siddeswara Reddy	HOD, Dept. of ECE
5.	Dr. M. V. V. Prasad,	HOD, Dept. of BSc&H
6.	Sri. K. Ramamohana Reddy	HOD, Dept. of EEE
7.	Sri. K.Venkat Reddy	Member, Sri Sri Sri Mookambika Educational Society
8.	Bandi Mahesh Babu	III B.Tech CSE
9.	Bonam Sowjanya	III B.Tech ECE
10.	Sri J.Md.Arif	Technical Lead, Infosys Ltd,
11.	Sri. G.R.Narendra	CEO founder, Global QuestTechnologies, Bangalore.
12.	Sri Syed Imtiyaz	Proprietor, Micro hardSolutions, Kadapa
13.	Sri. Aakumalla VijayKumar	Private employee, Moolavaaripalle Village
14.	Sri V.Narasimha Swamy	HOD, Dept. of CSE

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Agenda

1. Review the outcomes of strategies implemented in the Odd Semester and make necessary adjustments.

2. Assess the impact of improvements in feedback mechanisms and implement further enhancements.

3. Review the progress in refining quality benchmarks and propose additional modifications.

4. Discuss ongoing and upcoming research projects and their contribution to the institution.

5. Any other item with permission of chair.

The minutes of the meeting are as follows:

Item 1: Discussed the outcomes of strategies implemented in the Odd Semester. Identified areas for improvement and proposed necessary adjustments. Emphasized the importance of continuous evaluation for effective enhancements.

Item 2: Assessed the impact of improvements in feedback mechanisms.

Explored further enhancements to ensure a comprehensive feedback system. Acknowledged the role of constructive feedback in academic excellence.

Item 3: Reviewed the progress in refining quality benchmarks. Proposed additional modifications to align with evolving. academic standards. Emphasized the need for benchmarking against best practices.

Item 4: Discussed ongoing and upcoming research projects. Explored the contribution of research initiatives to the institution. Highlighted the importance of fostering a research-centric environment.

Item 5: At the end of meeting vote of thanks was conveyed by Coordinator.

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INTERNAL QUALITY ASSURANCE CELL

MINUTES OF MEETING

The IQAC Meeting for the academic year 2020-2021 has been held on 05.10.2020 through Google meet at 09:00 a.m. The following members were present:

S.No.	Name	Designation
1.	Dr. G. Jagadeeswar Reddy,	Principal
2.	Sri G. Hussain Reddy	Secretary & Correspondent
3.	Sri P. R Babajee	Administrative officer
4.	Dr.S.Siddeswara Reddy	HOD, Dept. of ECE
5.	Dr. M. V. V. Prasad,	HOD, Dept. of BSc&H
6.	Sri. K. Ramamohana Reddy	HOD, Dept. of EEE
7.	Sri. K.Venkat Reddy	Member, Sri Sri Sri Mookambika Educational Society
8.	Bandi Mahesh Babu	III B.Tech CSE
9.	Bonam Sowjanya	III B.Tech ECE
10.	Sri J.Md.Arif	Technical Lead, Infosys Ltd,
11.	Sri. G.R.Narendra	CEO founder, Global QuestTechnologies, Bangalore.
12.	Sri Syed Imtiyaz	Proprietor, Micro hardSolutions, Kadapa
13.	Sri. Aakumalla VijayKumar	Private employee, Moolavaaripalle Village
14.	Sri V.Narasimha Swamy	HOD, Dept. of CSE

Agenda

1.   To decide incorporate extension activities under the program of NSS

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2.   Review of Placement Reports for 2019-2020.

3.   To discuss the student internships and value-added courses/Certificate Programs.

4.   Any other item with permission of chair.

The minutes of the meeting are as follows:

Item 1: Committee members decide to plan more activities in National Service scheme special camp such as awareness about digitalization, water harvesting, Swachh Bharat Abhiyan etc

Item 2: A review on placement activities during 2019-2020 was done and how to improve placements was discussed.

Item 3: The principal suggested to get core companies for the benefit of students and suggested to prepare plan of action for the upcoming academic year. Principal suggested to do internships in core industries and also HODs insisted that the value added courses/certificate programs on trending technologies.

Item 4: At the end of the minutes, committee members resolved that the action plans, academic issues presented by IQAC were meticulous. Meeting was concluded with by proposing vote of thanks.

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VITS/IQAC/19-20/04   Date: 07.10.2019

INTERNAL QUALITY ASSURANCE CELL

MINUTES OF MEETING

The IQAC Meeting for the academic year 2019-2020 has been held on 07.10.2019 in the English Lab at 09:00 a.m. The following members were present:

S.No.	Name	Designation
1.	Dr. G. Jagadeeswar Reddy	Principal
2.	Sri G. Hussain Reddy	Secretary & Correspondent
3.	Sri P.R Babajee	Administrative officer
4.	Sri. S. Siddeswara Reddy	HOD, Dept. of ECE
5.	Dr. D. Harikishan Reddy	HOD, Dept. of MBA
6.	Sri V. Narasimha Swamy	HOD, Dept. of CSE
7.	Sri. K. Ramamohana Reddy	HOD, Dept. of EEE
8.	Sri. K. Venkat Reddy	Member, Sri Sri Sri MookambikaEducational Society
9.	Aakumalla Harish	III B.Tech EEE
10.	Murra Anusha	III B.Tech ECE
11.	Sri J. Md. Arif	Technical Lead, Infosys Ltd,
12.	Sri. G. R. Narendra	CEO founder, Global QuestTechnologies, Bangalore.
13.	Sri Syed Imtiyaz	Proprietor, Micro hardSolutions, Kadapa
14.	Sri. Aakumalla VijayKumar	Private employee, Moolavaaripalle Village
15.	Sri. M. V. V. Prasad,	IQAC Co-Ordinator & HOD, Dept. of BSc&H

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Agenda

1.   Guest Lectures for all UG Students.

2.   Workshops, Technical Symposiums and Technical Fests for EEE, ECE, CSE.

3.   Train the faculty to improve their skills on Teaching, Technical and Research work. Permission to attend International Conferences and workshops.

4.   Train the students to improve their academic performance by conducting Tutorial classes, Unit Tests and giving answers to previous year's univ. question papers.

5.   Any other item.

The minutes of the meeting are as follows:

Item 1: Guest lectures by industry experts and VITS Alumnus are to be conducted frequently.

Item 2: Technical event 'INNOVITS-2k19' to be conducted in month of February and students are encouraged to attend Technical Symposiums and workshops in other prestigious institutions.

Item 3: Faculty are to be trained to improve teaching skills and also encouraged to attend Research labs at prestigious institutes to enhance skills on latest technologies. Faculties are encouraged to attend National and International Conferences and to write and publish Research articles in indexed journals.

Item 4: Slow learners and students who gat failed in exams are identified and remedial classes to be conducted to improve academic pass percentage, teaching materials including all units notes, previous years question with solved papers are to be prepared.

Item 4: IQAC meeting concluded with a formal vote of thanks proposed by the coordinator.

IQAC COORDINATOR

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Sri Sri Sri Mookambika Educational Society's
VAAGDEVI INSTITUTE OF TECHNOLOGY & SCIENCE
Peddasettipalli (V), Proddatur-516360.

(Approved by A.I.C.T.E., New Delhi, Affiliated to JNTUA, Anantapuramu)

VITS/IQAC/19-20/02   Date: 12.08.2019

INTERNAL QUALITY ASSURANCE CELL

MINUTES OF MEETING

The IQAC Meeting for the academic year 2019-2020 has been held on 12.08.2019 in the English Lab at 09:00 a.m. The following members were present:

S.No.	Name	Designation
1.	Dr. G. Jagadeeswar Reddy	Principal
2.	Sri G. Hussain Reddy	Secretary & Correspondent
3.	Sri P.R Babajee	Administrative officer
4.	Sri. S. Siddeswara Reddy	HOD, Dept. of ECE
5.	Dr. D. Harikishan Reddy	HOD, Dept. of MBA
6.	Sri V. Narasimha Swamy	HOD, Dept. of CSE
7.	Sri. K. Ramamohana Reddy	HOD, Dept. of EEE
8.	Sri. K. Venkat Reddy	Member, Sri Sri Sri MookambikaEducational Society
9.	Aakumalla Harish	III B.Tech EEE
10.	Murra Anusha	III B.Tech ECE
11.	Sri J. Md. Arif	Technical Lead, Infosys Ltd,
12.	Sri. G. R. Narendra	CEO founder, Global QuestTechnologies, Bangalore.
13.	Sri Syed Imtiyaz	Proprietor, Micro hardSolutions, Kadapa
14.	Sri. Aakumalla VijayKumar	Private employee, Moolavaaripalle Village
15.	Sri. M. V. V. Prasad,	IQAC Co-Ordinator & HOD, Dept. of BSc&H

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Agenda

1. Approval of the Previous meeting minutes.

2. Presentation of the report on the Current status by Coordinator, IQAC

3. Self-Evaluative Report of the Departments.

4. Any other item.

The minutes of the meeting are as follows:

Item 1: The previous meeting minutes were presented and the action taken report for the previous meeting was also discussed.

Item 2: A presentation about the events conducted, publications and the achievements of the college after the 1st meeting was shown and notes about this discussion was initially prepared and sent to all the IQAC members. The coordinator gave a glimpse about the events/programmes to be conducted to improve the Internal Quality.

1. To conduct a programme for our faculty members regarding the teaching and learning methodologies

Item 3: The following points were expressed by the members while the report was presented. if it is good,

1. Feedback for all the programs are to be collected and to be offered once again.

2. Training for the students in their core subjects for all the departments should be given.

3. Awareness must be created for the NPTEL courses.

4. Departments must conduct at least one 3/5 days FDP during winter/summer vacation. The proposal to conduct FDP should be sent to the management in advance to get approval.

5. Faculty who attended workshop or FDP in Tier I institutions like IIT and NIT or university colleges should conduct peer enablement programme in the department.

Item 4: IQAC meeting concluded with a formal vote of thanks proposed by the coordinator.

IQAC COORDINATOR

PEDDASETTIPALLI.
PRODDATUR. Kadapa (Dist.)

PRINCIPAL

PRINCIPAL
Vaagdevi Institute of Technology & Science
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VITS/IQAC/18-19/08

Date: 06.05.2019

INTERNAL QUALITY ASSURANCE CELL

MINUTES OF MEETING

The IQAC Meeting for the academic year 2018-2019 has been held on 06.05.2019 in the English Lab at 09:00 a.m. The following members were present:

S.No.	Name	Designation
1.	Dr. G. Jagadeeswar Reddy	Principal
2.	Sri G. Hussain Reddy	Secretary & Correspondent
3.	Sri P. R. Babajee	Director (Administrative)
4.	Sri S. Siddeswara Reddy	HOD, Dept. of ECE
5.	Sri. M. V. V. Prasad,	HOD, Dept. of BSc&H
6.	Sri V. Narasimha Swamy	HOD, Dept. of CSE
7.	Sri. K. Ramamohana Reddy	HOD, Dept. of EEE
8.	Sri. K. Venkat Reddy	Member, Sri Sri Sri MookambikaEducational Society
9.	Thotam Janardhan	III B.Tech EEE
10.	Bhumireddy Dharani	III B.Tech CSE
11.	Sri J.Md.Arif	Technical Lead, Infosys Ltd,
12.	Sri. G.R.Narendra	CEO founder, Global QuestTechnologies, Bangalore.
13.	Sri Syed Imtiyaz	Proprietor, Micro hardSolutions, Kadapa
14.	Sri. Thotam Sathya narayana	Bussiness, Tangutur Village
15.	Dr. D. Harikishan Reddy	IQAC Co-Ordinator & HOD, Dept. of MBA

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Agenda

1. Action taken report on minute of meeting held on 11-02-2029.

2. Plan of schedule for department meeting with HOD and staff members.

3. Review about the training and placement cell.

4. To Reduce Consumption of Electrical Energy.

5. Any other matter with permission of the chair.

The minutes of the meeting are as follows:

Item 1: The resolutions made in the previous meeting have been unanimously ratified by all the members.

Item 2: The committee decided to conduct HODs and staff meeting once in a week.

Item 3: The committee reviewed on placement training to 3rd year students and instructed the department placement coordinators to prepare the timetables for training classes.

Item 4: Committee suggested that eco-friendly measure should take in campus in order to

reduce consumption of Electrical Energy incandescent light bulbs and fluorescent tube lights are to be replaced by cost effective, highly efficient LED'S energy conservation can be achieved by optimum usage of lights and electrical appliances only when needed.

Item 5: At the end of the minutes, committee members resolved that the action plans, academic issues presented by IQAC were meticulous. Meeting was concluded by proposing vote of thanks by the coordinator.

IQAC COORDINATOR

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VITS/IQAC/18-19/06   Date: 11.02.2019

INTERNAL QUALITY ASSURANCE CELL

MINUTES OF MEETING

The IQAC Meeting for the academic year 2018-2019 has been held on 11.02.2019 in the English Lab at 09:00 a.m. The following members were present:

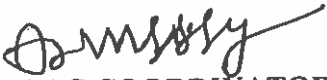| S.No.	Name	Designation
1.	Dr. G. Jagadeeswar Reddy	Principal
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6.	Sri V. Narasimha Swamy	HOD, Dept. of CSE
7.	Sri. K. Ramamohana Reddy	HOD, Dept. of EEE
8.	Sri. K. Venkat Reddy	Member, Sri Sri Sri MookambikaEducational Society
9.	Thotam Janardhan	III B.Tech EEE
10.	Bhumireddy Dharani	III B.Tech CSE
11.	Sri J.Md.Arif	Technical Lead, Infosys Ltd,
12.	Sri. G.R.Narendra	CEO founder, Global QuestTechnologies, Bangalore.
13.	Sri Syed Imtiyaz	Proprietor, Micro hardSolutions, Kadapa
14.	Sri. Thotam Sathya narayana	Bussiness, Tangutur Village
15.	Dr. D. Harikishan Reddy	IQAC Co-Ordinator & HOD, Dept. of MBA

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Points to be discussed:

1 Review of the minutes and action taken report of the previous meeting.

2. Guidelines regarding code of conduct

3. Updating of the distinctive labs

4. Discussion on the student counselling proforma.

5. Any other item with the permission of the chair

IQAC COORDINATOR

IQAC Co-ordinator
Vaagdevi Institute of Technology & Science
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PRODDATUR. Kadapa (Dist.)

PRINCIPAL

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Vaagdevi Institute of Technology & Science
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Copy to:

1. Principal
2. IQAC Coordinator
3. HODs

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VITS/IQAC/18-19/04   Date: 05.11.2018

INTERNAL QUALITY ASSURANCE CELL

MINUTES OF MEETING

The IQAC Meeting for the academic year 2018-2019 has been held on 05.11.2018 in the English Lab at 09:00 a.m. The following members were present:

S.No.	Name	Designation
1.	Dr. G. Jagadeeswar Reddy	Principal
2.	Sri G. Hussain Reddy	Secretary & Correspondent
3.	Sri P. R. Babajee	Director (Administrative)
4.	Sri S. Siddeswara Reddy	HOD, Dept. of ECE
5.	Sri. M. V. V. Prasad,	HOD, Dept. of BSc&H
6.	Sri V. Narasimha Swamy	HOD, Dept. of CSE
7.	Sri. K. Ramamohana Reddy	HOD, Dept. of EEE
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Agenda

1. Review of the minutes and action taken report of the previous meeting.

2. Guidelines regarding code of conduct

3. Updating of the distinctive labs

4. Discussion on the student counselling proforma.

5. Any other item with the permission of the chair

The minutes of the meeting are as follows:

Item 1: The team reviewed the decisions made in the previous meeting and found satisfactory progress in their implementation.

Item 2: The revised and reviewed code of conduct has been discussed by the chairperson where in separate code of conduct was drafted for the administrators. HOD's, faculty, non-teaching staff and Administrative officers. Chairperson directed the IQAC members to go through the contents in the code of conduct and suggest the modifications if needed/necessary.

Item 3: Principal directed the Heads to project the photographs of the sophisticated instruments in the laboratories and distinctive lab pictures in the website.

Item 4: IQAC planned to design student counselling proforma for regular updating and improvements of the student mindset, performance activities. Hence, the chairperson asked the HOD's to come up with the questions or the details to be included in the proforma.

Item 5: As there is no other item for discussion, the meeting was ended by vote of thanks by IQAC coordinator.

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INTERNAL QUALITY ASSURANCE CELL

MINUTES OF MEETING

The IQAC Meeting for the academic year 2018-2019 has been held on 06.08.2018 in the English Lab at 09:00 a.m. The following members were present:

S.No.	Name	Designation
1.	Dr. G. Jagadeeswar Reddy	Principal
2.	Sri G. Hussain Reddy	Secretary & Correspondent
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Agenda

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1. Introduction of IQAC Members by Chairperson

2. Significance of IQAC

3. Finalization of Parameters for Data Audit

4. Plan of action

5. Approvals

        a. Academic Calendars and IQAC Events

        b. IQAC Meetings

6. Any other item

The minutes of the meeting are as follows:

Item 1: Dr. G. Jagadeeswar Reddy, Principal, VITS, Chairperson for IQAC initiated the meeting and welcomed the members of the committee.

Item 2: Coordinator discussed on the significant objectives of IQAC with reference to NAAC guidelines. Quality awareness programs to be organized by Senior faculty members of VITS to its members of faculty before the next planned meet of IQAC was discussed.

Item 3: Committee deemed it necessary to include aspects of Curriculum, Teaching, Learning and Evaluation, Research, Consultancy and Extension, Infrastructure and Learning Resources, Student Support and Progression, Innovations and Best Practices as part of IQAC parameters to monitor the quality of the institution.

Item 4: IQAC discussed about the quality accreditations and suggested a plan of action for the next five years.

Item 5: Proposals for extension of approval and variation of intake by the departments of SREC was discussed. After discussions on facilities required and demand for the programs, the following proposals were made to AICTE.

Item 6: IQAC members unanimously decided to initiate following quality initiative activities as part of IQAC during the Academic Year 2018-19

- To conduct Add-on Courses for the students.

- To increase number of MOUS with various organizations and to allow student internships.

Members of IQAC authorized chairperson to conduct IQAC meetings whenever deemed necessary during the academic year. He also further empowered to conduct meetings of

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IQAC in presence of all internal members with due permission of external members for urgent issues if any.

Heads of the departments shall be requested to submit a copy of department activity calendar for the academic year to IQAC office.

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