



College Code: HM

# ANNAMACHARYA INSTITUTE OF TECHNOLOGY AND SCIENCES : KADAPA

(Approved by A.I.C.T.E., New Delhi & Affiliated to Jawaharlal Nehru Technological University Anantapur)

## CIRCULAR

Dated: 27.10.2022

IQAC meeting is convened on 29.10.2022, at 4:00 pm, in the Conference Hall, to discuss the following processes to the quality procedures prescribed by the NAAC.

1. Teaching & Learning Activities
  - a) Result Analysis of each course and semester.
  - b) Attainment of course outcomes, PSOs, POs.
2. Industry Participation
3. Workshops/ FDPs/Webinars/Conferences conducted/attended
4. Research, Consultancy and quality publications
5. Preparation for Autonomous peer team visit
6. Any other matter.

*Mhm*

Coordinator (IQAC)  
IQAC Co-ordinator  
Annamacharya Institute of  
Technology and Sciences -  
KADAPA-516003.

*A. Reddy*  
Principal  
*27/10/22*  
PRINCIPAL

ANNAMACHARYA INSTITUTE OF  
TECHNOLOGY & SCIENCES  
C.K. Dinne (V&M),  
KADAPA - 516 003. (A.P.)

### Copy to:

- The Secretary, Annamacharya Institute of Technology and Sciences
- The Principal
- The Heads of Departments
- All the members of IQAC



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**ANNAMACHARYA INSTITUTE OF TECHNOLOGY AND SCIENCES : KADAPA**

(Approved by A.I.C.T.E., New Delhi &amp; Affiliated to Jawaharlal Nehru Technological University Anantapur)

**MINUTES OF MEETING**

Dated: 29.10.2022

IQAC meeting is convened on 29.10.2022, at 4:00 pm, in the Conference Hall, to discuss the following processes to the quality procedures prescribed by the NAAC.

1. Teaching & Learning Activities.
  - a) Result Analysis of each course and semester.
  - b) Attainment of course outcomes, PSOs, Pos.
2. Industry Participation.
3. Workshops/ FDPs/Webinars/Conferences conducted/attended.
4. Research, Consultancy and quality publications.
5. Preparation for Autonomous peer team visit.
6. Any other matter.

**Members Present**

Dr. A. Sudhakara Reddy	Principal	Chairman
Mr. P. Ramasubba Reddy	SAO	Member
Dr. P. Sri Chandana	Co-coordinator IQAC & Professor, CIVIL	Member
Mr. M. Murali Mohan Naik	Co-coordinator IQAC & Assistant Professor, ME	Member
Mr. C. Venkata Subbaiah	Co-coordinator IQAC & Assistant Professor, CSE	Member
Dr. M. Venkata Ramana	Co-coordinator IQAC & Associate Professor, AI&DS	Member
Dr. P. V. S. Murali Krishna	Co-coordinator IQAC & Professor, ECE	Member
Mr. Y. Nagaraja	Co-coordinator IQAC & Assistant Professor, EEE	Member
Dr. K. N. Shashikumar	Co-coordinator IQAC & Associate Professor, H&S	Member
Mrs. K. Chandrakala	Assistant Professor, CIVIL	Member
Mr. P. Abdul Raheem Khan	Assistant Professor, EEE	Member
Mr. P. Anjaneya	Assistant Professor, ECE	Member
Ms. S. S. Adeeba Tasneem	Assistant Professor, CSE	IQAC Document Managers
Mr. Y. Obulesu	Assistant Professor, ME	Member
Dr. S. Mohana	Assistant Professor, H&S	IQAC Coordinator
Dr. C. Rajakumar	Assistant Professor, H&S	Member
Mr. O. Homa Keshav	TPO & Assistant Professor, ECE	Member
Dr. K. V. N. Reddy	Alumni & Associate Professor H&S	Member

PRINCIPAL





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## 1. Teaching & Learning Activities

- Plan for detailed induction program for I year students.
- Faculty members are encouraged to leverage the ICT facility in Teaching and Learning process to enhance the quality of learning.
- All the departments have maintained documents of teaching in prescribed formants.
- New faculty needs to be trained to follow the procedures of IQAC.

### a. Result Analysis of each course and semester

All the HOD's were instructed to keep the records of the number of students taking up the exams, number with drawn, number eligible in their respective departments. The detailed result analysis has to be done after the completion of regular examinations of UG and PG programs.

### b. Attainment of course outcomes, PSOs, Pos

All the departments should assess the program attainment levels and Program Assessment Committee should plan for necessary actions

## 2. Industry Participation

In the meeting it was suggested that participation industry personnel in the academic activities of the institute is imperative and important to bridge the gap between industry and institute. In this context, the following activities were proposed:

Ensuring at least 2 industry visits, 3 guest lectures by industry experts and at as many MOU as is possible for industry internship, industry project and student exchange.

*A. Reddy*  
PRINCIPAL  
ANNAMACHARYA INSTITUTE OF  
TECHNOLOGY & SCIENCES  
C. K. Dinne (V&M),  
Kadapa, A.P. - 516 003



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### 3. Workshops/ FDPs/Webinars/Conferences conducted/attended.

All departments were urged to plan and conduct at least one workshop/conference in each semester. All the faculties were advised to attend at least one workshop/conference. 2 national conferences and one FDP conducted during the academic year 2022-23.

### 4. Research, Consultancy and quality publications

All faculties were advised to apply for funded project/consultancy. It was observed that quite a good number of papers were published/presented in indexed/refereed journals/conferences. Principal stressed the need for more number of publication/presentation in indexed/refereed journals.

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

**Coordinator (IQAC)**

IQAC Co-ordinator  
Annamacharya Institute of  
Technology and Sciences  
KADAPA-516003.

Copy to:

The Secretary, Annamacharya Institute of Technology and Sciences, Kadapa

The Principal

The Heads of Departments

All the members of IQAC

**Principal**

ANNAMACHARYA INSTITUTE OF  
TECHNOLOGY & SCIENCES  
C.K. Dinne (V&M),  
KADAPA - 516 003. (A.P.)

**Principal**

ANNAMACHARYA INSTITUTE OF  
TECHNOLOGY & SCIENCES  
C.K. Dinne (V&M),  
KADAPA - 516 003. (A.P.)



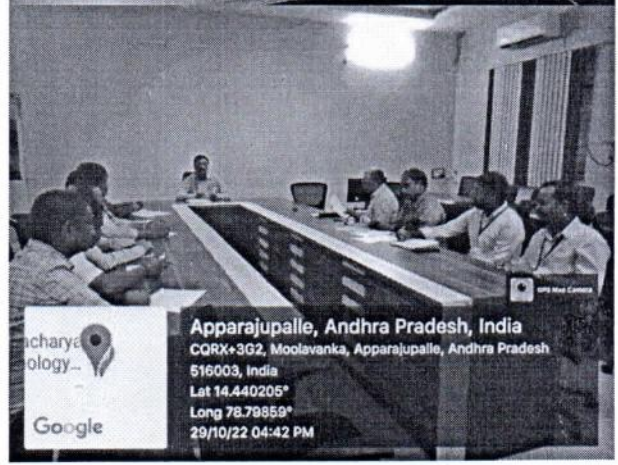
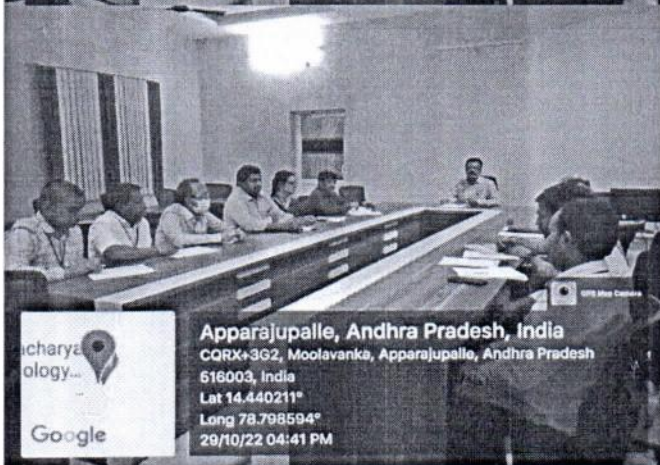
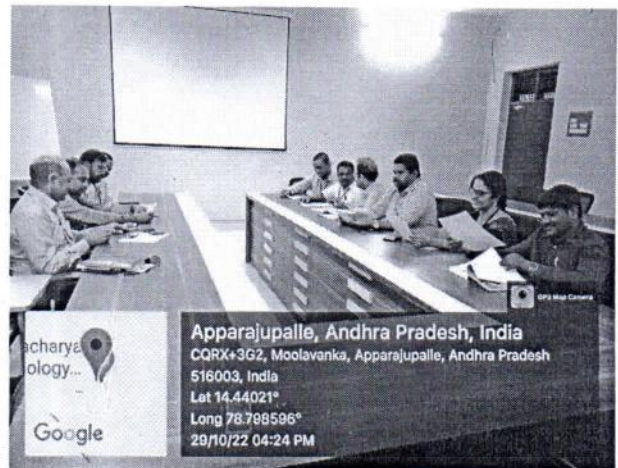
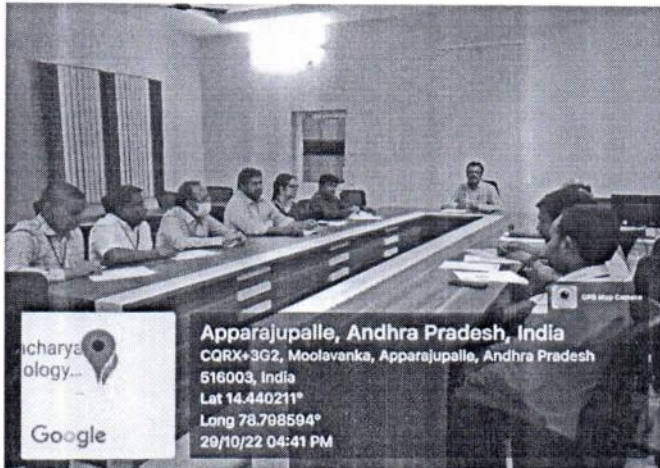


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## Photos



*Principal*  
PRINCIPAL  
ANNAMACHARYA INSTITUTE OF  
TECHNOLOGY & SCIENCES  
C.K. Dinne (V&M),  
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# ANNAMACHARYA INSTITUTE OF TECHNOLOGY AND SCIENCES : KADAPA

(Approved by A.I.C.T.E., New Delhi & Affiliated to Jawaharlal Nehru Technological University Anantapur)

## CIRCULAR

Dated: 28.12.2022

IQAC meeting is convened on 30.12.2022, at 4:00 pm, in the Conference Hall, to discuss the following processes to the quality procedures prescribed by the NAAC.

1. Teaching & Learning Activities
  - a) Result Analysis of each course and semester.
  - b) Attainment of course outcomes, PSOs, Pos.
2. Progression on previous issues.
3. Faculty feedback.
4. Discussion on Remedial classes.
5. Status of Departmental Meetings.
6. Discussion on Disciplinary Measures.
7. Industry Participation.
8. Initiation of NBA discussion.
9. Workshops/ FDPs/Webinars/Conferences conducted/attended.
10. Research, Consultancy and quality publications.
11. Any other matter.

**Coordinator (IQAC)**  
**IQAC Co-ordinator**  
**Annamacharya Institute of**  
**Technology and Sciences**  
**KADAPA-516003.**

### Copy to:

The Secretary, Annamacharya Institute of Technology and Sciences  
The Principal  
The Heads of Departments  
All the members of IQAC

**ANNAMACHARYA INSTITUTE OF**  
**TECHNOLOGY & SCIENCES**  
**C.K. Dinne (V&M),**  
**KADAPA - 516 003. (A.P.)**





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**ANNAMACHARYA INSTITUTE OF TECHNOLOGY AND SCIENCES : KADAPA**

(Approved by A.I.C.T.E., New Delhi &amp; Affiliated to Jawaharlal Nehru Technological University Anantapur)

**MINUTES OF MEETING**

Dated: 4.01.2023

IQAC meeting is convened on 30.12.2022, at 4:00 pm, in the Conference Hall, to discuss the following processes to the quality procedures prescribed by the NAAC.

1. Teaching & Learning Activities
  - a) Result Analysis of each course and semester.
  - b) Attainment of course outcomes, PSOs, Pos.
2. Progression on previous issues.
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4. Discussion on Remedial classes.
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7. Industry Participation.
8. Initiation of NBA discussion.
9. Workshops/ FDPs/Webinars/Conferences conducted/attended.
10. Research, Consultancy and quality publications.
11. Any other matter.

**Members Present**

Dr. A. Sudhakara Reddy	Principal	Chairman	AY
Mr. P. Ramasubba Reddy	SAO	Member	Prasad
Dr. P. Sri Chandana	Co-coordinator IQAC & Professor, CIVIL	Member	
Mr. M. Murali Mohan Naik	Co-coordinator IQAC & Assistant Professor, ME	Member	Prasad
Mr. C. Venkata Subbaiah	Co-coordinator IQAC & Assistant Professor, CSE	Member	Prasad
Dr. M. Venkata Ramana	Co-coordinator IQAC & Associate Professor, AI&DS	Member	Prasad
Dr. P. V. S. Murali Krishna	Co-coordinator IQAC & Professor, ECE	Member	
Mr. Y. Nagaraja	Co-coordinator IQAC & Assistant Professor, EEE	Member	
Dr. K. N. Shashikumar	Co-coordinator IQAC & Associate Professor, H&S	Member	Prasad
Mrs. K. Chandrakala	Assistant Professor, CIVIL	Member	Prasad
Mr. P. Abdul Raheem Khan	Assistant Professor, EEE	Member	Prasad
Mr. P. Anjaneya	Assistant Professor, ECE	Member	Prasad
Ms. S. S. Adeeba Tasneem	Assistant Professor, CSE	IQAC Document Manager	Prasad
Mr. Y. Obulesu	Assistant Professor, ME	Member	Prasad
Dr. S. Mohana	Assistant Professor, H&S	IQAC Coordinator	Prasad
Dr. C. Rajakumar	Assistant Professor, H&S	Member	Prasad
Mr. O. Homa Keshav	TPO & Assistant Professor, ECE	Member	Prasad
Dr. K. V. N. Reddy	Alumni & Associate Professor H&S	Member	Prasad

Signature  
PRINCIPAL

ANNAMACHARYA INSTITUTE OF  
TECHNOLOGY AND SCIENCES  
KADAPA  
COUNSELING CODE : AITK

Utukur (Post), Chintakomma Dinne (Village & Mandal), Kadapa (District), A.P. - 516 003  
Ph. (08562) 201003, Cell : 9603999591. E-mail : aitskadapa@gmail.com Web : www.aitskadapa.ac.in

EAMCET / ECET / PGECET / POLYCET / COUNSELING CODE : AITK



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## 1. Teaching & Learning Activities

- Departments have maintained proper documents in order.
- Mentors are advised to strengthen the mentor-mentee relationship.

### a. Result Analysis of each course and semester

- Result analysis to be made and report submitted to the principal and wherever the performance of the students are not satisfactory, suitable measures are planned by the respective departments to improve the results.

### b. Attainment of course outcomes, PSOs, Pos

- Faculties were instructed to keep in mind the mapping of COs and Pos while preparing the lesson plan.
- Program assessment committee should check the attainment levels at the end of the every semester.

2. The previous issues were reviewed.

3. It was informed by the IQAC coordinator that initiation was taken to collect the plan of the faculty, who have got <4 scale point, in the first feedback that was given by the students for the current semester, during the September-2022.

4. The IQAC coordinator has also stressed upon necessity of conduction of Remedial classes for the students from disadvantage sections. He further added that separate attendance should be maintained for it.

5. He further said that departmental meeting should be conducted time to time as per the given schedule.

6. Principal has advised to disciplinary committee to take utmost care to improve the regularity of students.

## 7. Industry Participation

- It has been observed, in most of the departments at least two guest lecturers were arranged by the industry experts.
- In most of the departments, industrial visits have been arranged for the students.

*Aswathy*  
PRINCIPAL





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8. The principal has informed all HODs and IQAC coordinator to prepare and arrange the necessary required documents to apply for NBA by the AY 2022-23.

### 9. Workshops/ FDPs/Webinars/Conferences conducted/attended.

- The principal advised the departments to submit plans to conduct more number of FDPS/Workshops.
- Good number of workshops has been arranged for non-teaching staff to enhance their skills.
- Principal suggested to the faculty members to attend the workshops/conferences outside the institute (especially those conducted by premier institutes such as Central and State Universities, IITs and NITs) to update the knowledge.

### 10. Research, Consultancy and quality publications

- The principal congratulated the faculty members for good number of publications and encouraged them to continue the same.

IQAC meeting concluded at 4:00 pm to 5:00 pm.

**Coordinator (IQAC)**

**IQAC Co-ordinator**  
**Annamacharya Institute of**  
**Technology and Sciences**  
**KADAPA-516003.**

**Principal**  
**ANNAMACHARYA INSTITUTE OF**  
**TECHNOLOGY & SCIENCES**  
**C.K. Dinne (V&M),**  
**KADAPA - 516 003. (A.P.)**

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The Principal  
The Heads of Departments  
All the members of IQAC

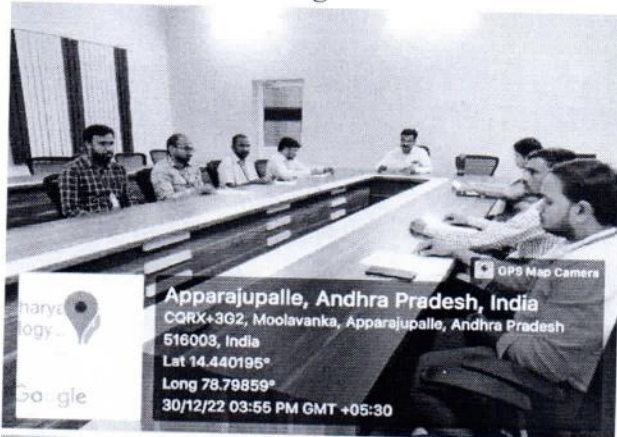


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## Photos of the Meeting



*A. K. Dinne*  
PRINCIPAL  
ANNAMACHARYA INSTITUTE OF  
TECHNOLOGY & SCIENCES  
C.K. Dinne (V&M),  
KADAPA - 516 003. (A.P.)





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(Approved by A.I.C.T.E., New Delhi & Affiliated to Jawaharlal Nehru Technological University Anantapur)

## CIRCULAR

Dated: 15.03.2023

IQAC meeting is convened on 20.03.2023, at 4:00 pm, in the Conference Hall, to discuss the following processes to the quality procedures prescribed by the NAAC.

1. Teaching & Learning Activities
  - a. Result Analysis of each course and semester.
  - b. Attainment of course outcomes, PEOs, PSOs and POs.
2. Status of Departmental Meetings.
3. NBA Preparation.
4. Participation in Workshops/ FDPs/Webinars Conferences
5. Research, Consultancy and Quality publications.
6. Preparation for Autonomous peer team visit
7. Any other matter with the permission of chair.

Coordinator (IQAC)

**IQAC Co-ordinator**  
Annamacharya Institute of  
Technology and Sciences  
KADAPA-516003.

Principal

PRINCIPAL

**ANNAMACHARYA INSTITUTE OF  
TECHNOLOGY & SCIENCES**  
C.K. DINNE (V&M)  
KADAPA - 516 003. (A.P.)

Copy to:

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The Principal

The Heads of Departments

All the members of IQAC



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## MINUTES OF MEETING

Dated: 25.03.2023

IQAC meeting is convened on 20.03.2023, at 4:00 pm, in the Conference Hall, to discuss the following processes to the quality procedures prescribed by the NAAC.

1. Teaching & Learning Activities
  - a. Result Analysis of each course and semester.
  - b. Attainment of course outcomes, PEOs, Pos and PSOs.
2. Status of Departmental Meetings.
3. NBA Preparation.
4. Participation in Workshops/ FDPs/Webinars Conferences
5. Research, Consultancy and Quality publications.
6. Preparation for Autonomous peer team visit
7. Any other matter with the permission of chair.

### Members Present

Dr. A. Sudhakara Reddy	Principal	Chairman
Mr. P. Ramasubba Reddy	SAO	Member
Dr. P. Sri Chandana	Co-coordinator IQAC & Professor, CIVIL	Member
Mr. M. Murali Mohan Naik	Co-coordinator IQAC & Assistant Professor, ME	Member
Mr. C.Venkata Subbaiah	Co-coordinator IQAC & Assistant Professor, CSE	Member
Dr. M. Venkata Ramana	Co-coordinator IQAC & Associate Professor, AI&DS	Member
Dr. P. V. S. Murali Krishna	Co-coordinator IQAC & Professor, ECE	Member
Mrs. S. Shabana Banu	Co-coordinator IQAC & Assistant Professor, EEE	Member
Dr. K. N. Shashi Kumar	Co-coordinator IQAC & Associate Professor, H&S	Member
Mrs. K. Chandrakala	Assistant Professor, CIVIL	Member
Mr. P. Abdul Raheem Khan	Assistant Professor, EEE	Member
Mr. P. Anjaneya	Assistant Professor, ECE	Member
Ms. S. S. Adeeba Tasneem	Assistant Professor, CSE	IQAC Document Manager
Mr. Y. Obulesu	Assistant Professor, ME	Member
Dr. S. Mohana	Assistant Professor, H&S	IQAC Coordinator
Dr. C. Raja Kumar	Assistant Professor, H&S	Member
Mr. O. Homa Keshav	TPO & Assistant Professor, ECE	Member
Dr. K. V. N. Reddy	Alumni & Associate Professor H&S	Member

Dr. S. Mohana, IQAC Coordinator, welcomed the members present and requested Dr. A. Sudhakara Reddy, Principal to chair the meeting and address the members. The Principal appraised the importance of setting goals for various academic and related activities. The agenda points were taken up one by one for discussion.

*[Signature]*  
**PRINCIPAL**  
 ANNAMACHARYA INSTITUTE OF  
 TECHNOLOGY & SCIENCES  
 Kadapa (District), A.P. - 516 003  
 Ph. (08562) 201003, Cell : 9603999591. E-mail : aitskadapa@gmail.com, Web : www.aitskadapa.ac.in  
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## 1. Teaching & Learning Activities

### a. Result Analysis of each course and semester.

- All the HOD's were instructed to keep the records of the number of students taking up the exams, number with drawn, number eligible in their respective departments. The detailed result analysis has to be done after the completion of regular examinations of UG and PG programs.

### b. Attainment of Course Outcomes, PEOs, POs and PSOs.

- The controller of examination informed that the attainment of COs, PEOs, POs and PSOs will be calculated in the next semester.
- The principal instructed the heads of the department to discuss the low attainment levels in the Program Assessment Committee (PAC) for further action.

## 2. Status of departmental meeting


Principal further said that departmental meeting should be conducted time to time as per the given schedule.

## 3. NBA Preparation

The Principal instructed to all the departmental HODs to prepare necessary documents for National Board of Accreditation.

## 4. Participation in Workshops/ FDPs/Webinars Conferences.

All the departments were encouraged to conduct a least one workshop/Seminar per semester. All the faculties were encouraged to attend at least on FDP outside Annamacharya Institute of Technology and Sciences, Kadapa.

  
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## 5. Research, Consultancy and Quality publications.

All faculties were advised to apply for funded project/consultancy. It was observed that quite a good number of papers were published/presented in indexed/refereed journals/conferences. Principal stressed the need for more number of publication/presentation in indexed/refereed journals.

## 6. Preparation for Autonomous peer team visit.

Principal informed all HODs to prepare necessary documents for autonomous peer team visit.

The meeting concluded with a vote of thanks from the coordinator Dr. S. Mohana as there were no other points to discuss.

IQAC meeting concluded at 5:00 pm.

Coordinator (IQAC)

IQAC Co-ordinator  
Annamacharya Institute of  
Technology and Sciences  
KADAPA-516003.

Principal

ANNAMACHARYA INSTITUTE OF  
TECHNOLOGY & SCIENCES  
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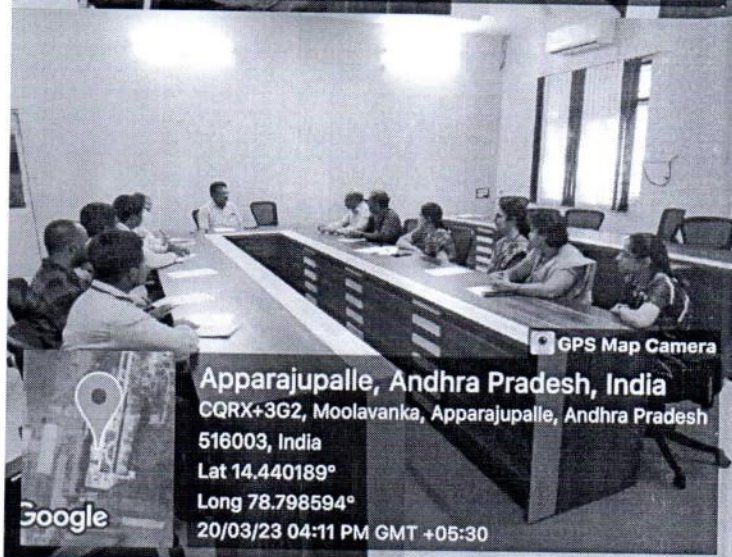
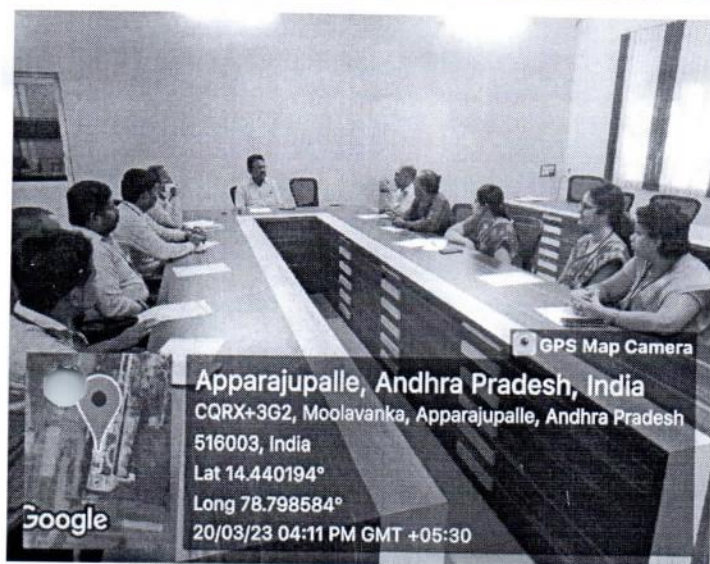
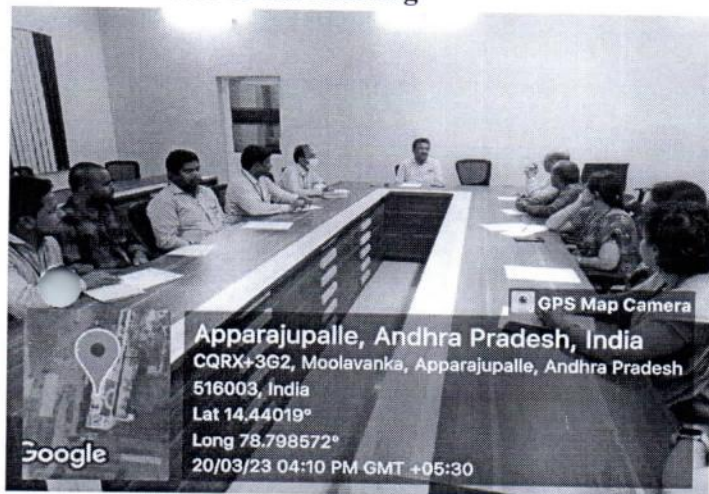


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## Photos of the Meeting



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ANNAMACHARYA INSTITUTE OF  
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KADAPA - 516 003. (A.P.)

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