



KRISHNA CHAITANYA INSTITUTE OF TECHNOLOGY & SCIENCES

Devarajugattu (Post) , Peddaraveedu (Mandal), Prakasam Dist. - 523 320.

(Approved by A.I.C.T.E., New Delhi, & Affiliated to JNTUK, Kakinada)

NAAC ACCREDITED INSTITUTION

Ref: KITS/ARC/2020-21/CIR02

DATE: 23-07-2020

CIRCULAR

ANTI RAGGING COMMITTEE

This is to inform that a meeting of anti ragging committee will be held on 24-07-2020 at E.C.E seminar hall. All the committee members are requested to attend the meeting and follow as per agenda.

AGENDA FOR THE MEETING

- To discuss the function and duties of the cell and guidelines of AICTE.
- Enforcement of the Anti Ragging Committee for the academic year 2020-21.
- An anti ragging squad was organized warden and manager of the hostel and senior staff members who as to visit hostel regularly.
- It was decided to showcase banners against ragging in hostels and various places in college campus.
- It was decided that the squad members should visit rooms of the students out side also.


COORDINATOR

Copy to:

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IQAC


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KRISHNA CHAITANYA INSTITUTE OF
TECHNOLOGY & SCIENCES
DEVARAJUGATTU(VIII)-523 320
Peddaraveedu(Mdl) Prakasam(Dt)



Ref: KITS/ARC/2020-21/CIR01

Date: 21-07-2020

CIRCULAR

This is to inform that in line with policy of KITS to turn out complete ragging free Environment in KITS campus and in compliance with the letter from AICTE from time to time, Anti Ragging Committee is constituted with the following members for the academic year 2020-21.

Anti Ragging Committee**2020-21**

S.No	Name	Designation & Department	Status	Phone No.
1.	Dr. V.Krishna Reddy	Principal	Chairman	9441681902
2.	P. Ram Mohan	HOD – H&S	Chairman	9700954741
3.	Dr.prasanna murali krishna	HOD-ECE	Co-ordinator	6281311010
4.	A. V. Srinivasa Rao	Prof- H&S	Co-ordinator	9985190178
5.	M. Gnanavardhan	HOD-CSE	Co-ordinator	7799530889
6.	K. Raja Sekhar	HOD-CIVIL	Co-ordinator	9550213260
7.	K. Ramudu	Asst.Prof- CIVIL	Member	9652264644
8.	P. V. Anil Kumar	Asst.Prof- ME	Member	9885617577
9.	B.Prasanthi	Asst.Prof- H&S	Member	9494022339
10.	Ch. S. N. Rajeswar	Asst.Prof- H&S	Member	9502530464
11.	A. Prasad	Asst.Prof- ECE	Member	8501870777
12.	Varra Nagendra	17JU1A0314	Student Member	7095012836
13.	Sirivella sailaja	17JU1A0469	Student Member	9550141546
14.	Lakku Swetha	18JU1A0145	Student Member	9618223869

DUTIES & RESPONSIBILITIES:


- To counsel both junior and senior students and also educate senior students about what constitutes ragging as per the latest UGC/AICTE guidelines.
- To educate the parents and their wards about anti ragging rules and the consequences of ragging activities at the time of admissions.
- Arrange periodical and surprise visits to hostels/canteen by Committee members

- To ensure there is no ragging in the campus or hostel.

Meeting Schedule:

- 1) The meeting shall be held once in the academic year.
- 2) The committee may conduct emergency meeting any time in the year to deal with any serious issues related to ragging.

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Ref: KITS/ARC/2020-21/MOM 01

DATE: 25-07-2020

MINUTES OF MEETING**ANTI RAGGING COMMITTEE**

Anti Ragging meeting was held on 24-07-2020 in the E.C.E seminar hall and following points were discussed.

AGENDA FOR THE MEETING

- The function and duties of the cell and guidelines of AICTE.
- Enforcement of the Anti Ragging Committee for the academic year 2020-21.
- An anti ragging squad was organized warden and manager of the hostel and senior staff members who as to visit hostel regularly.
- It was decided to showcase banners against ragging in hostels and various places in college campus.
- It was decided that the squad members should visit rooms of the students out side also.

COMMITTEE MEMBERS:

S.No	Name	Designation & Department	Status	Phone No.
1.	Dr. V.Krishna Reddy	Principal	Chairman	9441681902
2.	P. Ram Mohan	HOD – H&S	Chairman	9700954741
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13.	Sirivella sailaja	17JU1A0469	Student Member	9550141546
14.	Lakku Swetha	18JU1A0145	Student Member	9618223869

OUTCOME:

- 1) To read and confirm the minutes of the previous meeting of the anti ragging committee held on 29/07/2019. The house gave confirmation to the minutes.
- 2) Since there is no single matter of complaint either from the student side or from the member of the staff it is considered that the college is a ragging free campus.
- 3) The squad members were advised to visit hostel without fail and put their signatures in the visitors' book kept in the hostel.
- 4) It was decided to replace old banners and new banners kept in various places in college campus.
- 5) Squad members were advised to kept alert in the college campus also and checks the presence of any non student or out side in college campus.
- 6) It was decided to give surprise visits to canteens, and hostel s and any other targeted areas out side the campus.
- 7) It was decided to keep staff members in the hostel through out the night.

The Chairman thanked members for the gracious presence and active participation and giving useful suggestions.

S.No	Name	Designation & Department	Status	Signature
1	Dr. V.Krishna Reddy	Principal	Chairman	
2	P. Ram Mohan	HOD - H&S	Chairman	P. P 7
3	Dr. prasanna murali krishna	HOD-ECE	Co-ordinator	Dr. P. Murali
4	A. V. Srinivasa Rao	Prof- H&S	Co-ordinator	A. V. Srinivasa Rao
5	M. Gnanavardhan	HOD-CSE	Co-ordinator	M. Gnanavardhan
6	K. Raja Sekhar	HOD-CIVIL	Co-ordinator	K. Raja Sekhar
7	K. Ramudu	Asst.Prof- CIVIL	Member	K. Ramudu
8	P. V. Anil Kumar	Asst.Prof- ME	Member	P. V. Anil Kumar
9	B.Prasanthi	Asst.Prof- H&S	Member	B.Prasanthi
10	Ch. S. N. Rajeswar	Asst.Prof- H&S	Member	Ch. S. N. Rajeswar
11	A. Prasad	Asst.Prof- ECE	Member	A. Prasad
12	Varra Nagendra	17JU1A0314	Student Member	Varra Nagendra
13	Sirivella sailaja	17JU1A0469	Student Member	S. Sailaja
14	Lakku Swetha	18JU1A0145	Student Member	L. Swetha


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Peddaraveedu(vid) Prakasa

KRISHNACHAITANYA INSTITUTE OF TECHNOLOGY & SCIENCES:: MARKAPUR

CIRCULAR

Ref. No. KITS/Admn/EST/CAC/65/2020-21

07-07-2020

It is informed that, the Academic Council Meeting will be held on 08-07-2020 at 3:00 PM in virtual mode via ZOOM App. The login link and meeting pass word will be sending later. All the members are requested to attend the meeting.

All the members are requested to attend the meeting.

The agendas of the meeting are as follows.

1. To discuss on New R20 regulations of JNTUK, Kakinada.
2. To review on curriculum planning as per the affiliating university academic calendar.
3. Arrangement of guest lectures
4. To take feedback from the students about online classes
5. To review on AICTE, JNTUK FFC VISIT, NAAC cycle 2 accreditation works.
6. To encourage student participation in extracurricular activities.



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2. All HODs of the Departments
3. Administrative Officer
4. All other members of Academic Council
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NAAC ACCREDITED INSTITUTION

ACADEMIC COUNCIL MEETING

Date: 17-07-2020.

Minutes of academic council meeting held at 03:00 PM on 8th July 2020 in the Virtual mode via ZOOM App.

Members of the Committee:

S. No	Name	Designation	Role	Signature
1	Dr. V. Krishna Reddy	Principal	Chairman	
2	Mr. K. Rajasekhar	Head, Dept. of CIVIL	Member	
3	Prof. Y. V. Bala Rama Krishna	Head, Dept. of EEE & IQAC Coordinator	Member	
4	Prof. K. Srinivas	Head, Dept. of MECHANICAL & Coordinator-Academics	Coordinator & Member	
5	Dr. P Prasanna Murali Krishna	Head, Dept. of ECE, Training & Placement Officer	Member	
6	Mr. M Gnana Vardhan	Head, Dept. of CSE	Member	
7	Mr. P. Rama Mohan	Head, Dept. of H&S	Member	
8	Mr. B. Prabhakar Rao	Administrative Officer	Member	
9	Dr. P. Srinivasa Rao	Incharge, Exam Cell	Member	

The chairperson of CAC welcomed all the members to the meeting briefed about agenda. The following points were discussed to improve the performance of Students and Faculty.

Agenda 1:

To discuss on New R20 regulations of JNTUK, Kakinada.

Resolution:

The academic coordinator presented a PPT about the R20 regulations framed by JNTUK, Kakinada and the syllabus of all programmes for first year was discussed in detailed with all the committee members. Finally, it is also found that there are only a few small changes in R20 Regulations compared to R19 regulations. Also, the syllabus is same.

Agenda: 2

To review on curriculam planning as per the affiliating university academic calendar.

Resolution:

The committee has reviewed the academic calendars of the current semester given by the affiliating university JNTUK and discussed about the time tables, Faculty Requirement, Online Teaching Flat forms like ZOOM, GOOGLE MEET, MICROSOFT TEAMS etc.

Agenda 3:

Arrangement of guest lectures.

Resolution:**Agenda 4:**

To take feed back from the students about online classes .

Resolution:

As the online classes are conducting due to COVID-19, it is noticed that the students are facing some problems regarding network, ZOOM app etc. The committee resolved the issue by deciding to take permission from the management to buy Microsoft teams application license and to provide data in free of cost for the faculty for online classes.

Agenda 5:

To review on AICTE, JNTUK FFC VISIT, NAAC cycle 2 accreditation works.

Resolution:

All types of Accreditation and affiliation works have been reviewed by the committee. And the IQAC coordinator was instructed by the CAC chairman, to initiate NAAC cycle 2 work with the support of all HODs and Faculty.

Agenda 6:

To encourage student participation in extra curricular activities.

Resolution:

Curricular and Co-Curricular activities of the students were reviewed and resolved to encourage the same. The mentors also have to guide them to do so.

Meeting was ended with vote of thanks by the Academic Coordinator.

**Coordinator
(Academics)**

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3. Administrative Officer
4. All other members of Academic Council listed above
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Principal

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KRISHNACHAITANYA INSTITUTE OF TECHNOLOGY & SCIENCES:: MARKAPUR

CIRCULAR

Ref. No. KITS/Admn/EST/CAC/81/2020-21

18-01-2021

It is informed that, the Academic Council Meeting will be held on 19-01-2021 at 11:00 AM in college at Principal Office.

All the members are requested to attend the meeting.

The agendas of the meeting are as follows.

1. Teaching and non-teaching staff requirement, New Courses/Programmes to be introduced for the next academic year 2021-22.
2. To review on the requirements of class work for odd semester
3. To conduct Personality development and Communication Skills related programmes.
4. To review on Tutorial hours and Remedial Classes.
5. To focus more on placements for the final year students.
6. To review on requirements of software's, Lab Equipment, Library books
7. Any other item with the permission of the chair.



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NAAC ACCREDITED INSTITUTION

ACADEMIC COUNCIL MEETING

Date: 27-01-2021.

Minutes of academic council meeting held at 11:00 AM on 19th January 2021 in the college at Principal's office.

Members of the Committee:

S. No	Name	Designation	Role	Signature
1	Dr. V. Krishna Reddy	Principal	Chairman	
2	Mr. K. Rajasekhar	Head, Dept. of CIVIL	Member	
3	Prof. Y. V. Bala Rama Krishna	Head, Dept. of EEE & IQAC Coordinator	Member	
4	Mr. N. C. Sameer Chakravarthy	Head, Dept. of MECHANICAL	Member	
5	Dr. P Prasanna Murali Krishna	Head, Dept. of ECE, Training & Placement Officer	Member	
6	Mr. M Gnana Vardhan	Head, Dept. of CSE	Member	
7	Mr. P. Rama Mohan	Head, Dept. of H&S	Member	
8	Mr. B. Prabhakar Rao	Administrative Officer	Member	
9	Dr. P. Srinivasa Rao	Incharge, Exam Cell	Member	

The chairperson of CAC welcomed all the members to the meeting briefed about agenda. The following points were discussed to improve the performance of Students and Faculty.

Agenda 1:

Teaching and non-teaching staff requirement, New Courses/Programmes to be introduced for the next academic year 2021-22.

Resolution:

The committee has reviewed the requirements of teaching and non-teaching staff submitted by the HODs of all the departments and approved the same. The committee was discussed to introduce one new course in the emerging area of Computer Science and Engineering. Finally

approved to apply for the sanction of 60 seats for **Artificial Engineering and Machine Learning** course for the academic year 2021-22.

Agenda 2:

To review on the requirements of class work for odd semester .

Resolution:

The committee has decided to conduct off line classes for the even semester classes and to must follow precautions to be followed in view of COVID-19 pandemic. Decided to communicate the same with transportation incharge, Hostel wardens etc.

Agenda 3:

To conduct Personality development and Communication Skills related programmes.

Resolution:

In view of student benefit, it is decided by the committee members to conduct more programmes related to personality development and communication skills at regular intervals in an academic year.

Agenda 4:

To review on Tutorial hours and Remedial Classes.

Resolution:

The time tables for Tutorial hours and Remedial classes have been reviewed and approved the same. . The list of slow learners and advanced learners prepared by the department faculty also reviewed.

Agenda 5:

To focus more on placements for the final year students.

Resolution: The CAC chairman was instructed to T.P.O to conduct more CRT programmes. Also to increase the number of placements compared to previous year. Coordinators for Placements from each department were also allocated.

Agenda 6:

To review on requirements of softwares, Lab Equipment, Library books.

Resolution: Resolved by reviewing the requirements of necessary softwares for computerized labs, Physical equipment for smooth conducting of practical exams for other lab subjects and Library books. All the requirements have been noted and decided to take the approval of the management to purchase the same.

Agenda 7:

Any other item with the permission of the chair

Resolution:

The academic coordinator has given a suggestion to follow the generic preventive measures for COVID-19. Masks and sanitizers are to be arranged for students and faculty.

Meeting was ended with vote of thanks by the Academic Coordinator.

**Coordinator
(Academics)**

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Principal

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KRISHNACHAITANYA INSTITUTE OF TECHNOLOGY & SCIENCES:: MARKAPUR

CIRCULAR

Ref. No. KITS/Admn/EST/CAC/101/2020-21

08-06-2021

It is informed that, the Academic Council Meeting will be held on 09-06-2021 at 2:00 PM in college at Principal Office.

All the members are requested to attend the meeting.

The agendas of the meeting are as follows.

1. Preperation of curriculam planning according to affiliating university academic calendar.
2. COVID- 19 Precautions in the college environment
3. Analysis of Feedback and Results of 2021 passed out students.
4. Encourage the Faculty Participation in Seminars, Workshops and FDPs conducted in other universities and Colleges, NPTEL courses for students and Faculty
5. CRT training programmes.
6. To assign NAAC work to criteria Coordinators.
7. To have a review on mentoring system.
8. MoUs with industries/companies for the academic growth of Students.


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NAAC ACCREDITED INSTITUTION

ACADEMIC COUNCIL MEETING

Date: 14-06-2021.

Minutes of academic council meeting held at 02:00 PM on 9th June 2021 in the college at Principal's office.

Members of the Committee:

S. No	Name	Designation	Role	Signature
1	Dr. V. Krishna Reddy	Principal	Chairman	
2	Mr. K. Rajasekhar	Head, Dept. of CIVIL	Member	
3	Prof. Y. V. Bala Rama Krishna	Head, Dept. of EEE & IQAC Coordinator	Member	
4	Mr. N. C. Sameer Chakravarthy	Head, Dept. of MECHANICAL	Member	
5	Dr. P Prasanna Murali Krishna	Head, Dept. of ECE, Training & Placement Officer	Member	
6	Mr. M Gnana Vardhan	Head, Dept. of CSE	Member	
7	Mr. P. Rama Mohan	Head, Dept. of H&S	Member	
8	Prof. K. Srinivas	Coordinator-Academics	Coordinator	
9	Mr. B. Prabhakar Rao	Administrative Officer	Member	
10	Mr. K. Kishore Babu	Incharge, Exam Cell	Member	

The chairperson of CAC welcomed all the members to the meeting briefed about agenda. The following points were discussed to improve the performance of Students and Faculty.

Agenda 1:

Preparation of curriculum planning according to affiliating university academic calendar.

Resolution:

The institute academic calendar, which is prepared according to affiliating university was reviewed and approved by the committee.

Agenda 2:

COVID- 19 Precautions in the college environment.

Resolution:

The committee members decided to take measures to prevent the spread of covid-19 virus in the college.

- (i) Regular health checkup to the student and faculty who have the symptoms.
- (ii) All the faculties are instructed to take vaccination.
- (iii) All the students are regularly tested with the support of nearest govt. health centre.
- (iv) Use of masks and sanitizers.

Agenda 3:

Analysis of Feed back and Results of 2021 passed out students.

Resolution:

The Feed back of 2017-21 batch students was reviewed by the committee and felt that good feed back was received. Also, results analysis report was reviewed for the same batch students. The CAC chairman instructed the committee members to suggest and take necessary actions to improve the pass percentage and placements.

Agenda 4:

Encourage the Faculty Participation in Seminars, Workshops and FDPs conducted in other universities and Colleges, NPTEL courses for students and Faculty.

Resolution:

The faculty are encouraged to participate in seminars, workshops and FDPs. The committee has decided to take the approval of the management to pay the participation fee and T.A , to give OD

(on duty) for the participants. Also, the committee has decided to give an awareness to the student and faculty about NPTEL certification online programmes.

Agenda 5:

CRT training programmes.

Resolution:

Resolved by arranging CRT training programmes for the placement benefit of course completion students. The committee members expressed their views that such programmes enhances the communication skills and logical thinking ability of the students as required by the MNCs. A few MOUs are also initiated for such training programmes.

Resolution:

Agenda 6:

To assign NAAC work to criteria Coordinators.

Resolution:

The committee has decided to complete the NAAC accreditation cycle 2 related works within 6 months. Also, 2 senior faculty are allotted as coordinators for criteria 1 to criteria 7. The IQAC coordinator is instructed by the CAC chairman to review and monitor the work progress for every two weeks.

Agenda 7:

To have a review on mentoring system.

Resolution:

The committee members have been reviewed the records of mentoring system & Proctor books of the recent academic year and satisfied with the same.

Agenda 8:

MoUs with industries/companies for the academic growth of Students.

Resolution:

The committee has decided to have more MOUs with various industries/companies/training institutes for the benefits of students and faculty. Also decided to continue the present MOUs for the next academic year also due to better results.

**Coordinator
(Academics)**

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Principal
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NAAC ACCREDITED INSTITUTION

INTERNAL COMPLAINTS COMMITTEE

Objectives of ICC committee:

- The committee will act as a dedicated task force which can constantly monitor the existing (security) arrangements and suggest additional security measures to be put in place.
- It also organizes workshops and sensitization programs both for staff and students by eminent Psychologists and social workers.
- The committee also addresses similar kind of issues on various occasions like: Women's day, Mothers Day, etc.

Functions of the committee:

The Internal Complaints Committee shall:

F1. Create an environment for gender equality.

F2. Provide a platform to know their rights.

F3. Setting up the mechanism to addressing grievance.

F4. Ensure prohibition of retaliation or adverse action against a covered individual because the employed or the student is engaged in protected activity.

F5. To publicize the policy in English widely, especially through notice boards and distribution of pamphlets

F6. To publicize in English the names and phone numbers of members of the Committee

Facilities of the Cell:

- Seminar hall with a capacity of 300 seating.
- A separate counseling room and conference hall.

Committee Composition

As per the constitution of ICC, the Members are nominated by the Employer namely

1. A Chairman nominated from administrative units of the work place mostly principal
2. A coordinator mostly senior level employee.
3. The rest of the Members from different departments.
4. At least two members from students' community.


Coordinator


Principal

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Roles & Responsibilities of committee members

To ensure provision of a work and educational environment that is free from sexual harassment

- Organizing Health awareness program
- Solving women related issues and complains. Like Sexual Harassment. Pay inequity, Lesser Women in the work force, Poor Security etc
- Regularly distribute and promote the policy at all levels of the organization.
- To ensure that victims and witnesses are not victimized or discriminated because of their complaint.
- Motivating and inspiring the students to get rid of their problems.
- Handle case works and counseling.
- Creating awareness against harassment.
- Improving interpersonal skill: Encourage co- students to come together and participate in academic, cultural and outreach activities, such as talks, seminars, workshops, community action, etc.


Coordinator


Principal

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Date: 25-08-2020

INTERNAL COMPLAINT COMMITTEE**CIRCULAR**

This is to inform all the Internal Complaint Committee members that, there will be a committee meeting at Principal office (Online) on 26-08-2020. All the members are requested to attend the meeting through Google meet without fail.

Agenda of the meeting:

To create awareness about the internal compliant committee cell among the Institute academic and administrative units.

1. Awareness Program on Code of Conduct.
2. Any other issues.

Committee Members:

S.NO	Name	Designation & Department	Status
1	Dr.V.Krishna Reddy	Principal	Chairman
2	Dr.K.Prasanna Murali	ECE,Professor	Coordinator
3	Dr.Y.V.Balaram Krishna Rao	EEE, Professor	Member
4	Mr.K.Srinivas	MECH,Assoc. Professor	Member
5	Mr.K.RajaShekar	CIVIL, Assoc.Professor	Member
6	Mr.M.Gnana Vardhan	CSE,Assoc.Professor	Member
7	Mr.P.Rama Mohan	HOD-H&S	Member
8	17JU1A0310	Student,Mech,IV th year	Member
9	17JU1A0113	Student, CIVIL,IV th year	Member
10	18JU1A0215	Student, ,EEE,III rd year	Member
11	18JU1A0483	Student, ECE,III rd year	Member
12	18JU1A0527	Student,CSE,III rd year	Member
13	19JU1A0487	Student,ECE,II nd year	Member
14	19JU1A05C2	Student, CSE,II nd year	Member
15	20JU1A0121	Student, CIVIL,Ist year	Member
16	20JU1A0411	Student, ECE,I st year	Member

CC to

1. All the Departmental HOD's
2. AO
3. Office
4. All Committee Members


Coordinator


Principal

KRISHNA CHAITANYA INSTITU
OF TECHNOLOGY & SCIENCE
DEVARAJUGATTU(VIII) 523 3
Peddaraveedu(IIdl), Prakasam D.



Date: 27-08-2020

INTERNAL COMPLAINT COMMITTEE**MINUTES OF MEETING**

The Internal Complaint Committee was held on 26-08-2020 and the following members attended the meeting.

S.NO	Name	Designation & Department	Status	Signature
1	Dr.V.Krishna Reddy	Principal	Chairman	
2	Dr. R. Prasanna Murali	ECE, Professor	Coordinator	
3	Dr. Y. V. Balaram Krishna Rao	EEE, Professor	Member	
4	Mr. K. Srinivas	MECH, Assoc. Professor	Member	
5	Mr. K. Raja Shekar	CIVIL, Assoc. Professor	Member	
6	Mr. M. Gnana Vardhan	CSE, Assoc. Professor	Member	
7	Mr. P. Rama Mohan	HOD-H&S	Member	
8	17JU1A0310	Student, Mech, III rd year	Member	
9	17JU1A0113	Student, CIVIL, III rd year	Member	
10	18JU1A0215	Student, EEE, III rd year	Member	
11	18JU1A0483	Student, ECE, III rd year	Member	
12	18JU1A0527	Student, CSE, III rd year	Member	
13	19JU1A0487	Student, ECE, II nd year	Member	
14	19JU1A05C2	Student, CSE, II nd year	Member	
15	20JU1A0121	Student, CIVIL, I st year	Member	
	20JU1A0411	Student, ECE, I st year	Member	

Agenda : Principal has given opening remarks to the members. The following resolutions were made.

Agenda 1 : To conduct the Awareness Program on Suicide prevention for Staff and Students

Resolutions : Members Agreed to conduct the Event

Agenda 2 : To Maintain Discipline according to Code of Conduct rules

Resolution : Members Agreed to Maintain the Discipline

The meeting was concluded with the vote of thanks.

Coordinator

Principal



Date: 05-07-2021

INTERNAL COMPLAINT COMMITTEE**CIRCULAR**

This is to inform all the Internal Complaint Committee members that, there will be a committee meeting at Principal office on 08-07-2021. All the members are requested to attend the meeting without fail.

Agenda of the meeting:

To create awareness about the internal complaint committee cell among the Institute academic and administrative units.

1. Awareness Program on Suicide prevention
2. Any other issues.

Committee Members:

S.NO	Name	Designation & Department	Status
1	Dr.V.Krishna Reddy	Principal	Chairman
2	Dr.K.Prasanna Murali	ECE,Professor	Coordinator
3	Mr. P V Anil Kumar	HOD, ME	Member
4	Mr. B. Raju	EEE,Asst. Professor	Member
5	Mr.K.RajaShekar	CIVIL, Assoc.Professor	Member
6	Mr.M.Gnana Vardhan	CSE,Assoc.Professor	Member
7	Mr.P.Rama Mohan	HOD-H&S	Member
8	21JU1A0410	Student,ECE,Ist year	Member
9	21JU1A0513	Student, CSE,Ist year	Member
10	21JU1A06153	Student, ,AIML, Istyear	Member
11	18JU1A0215	Student, ,EEE,IVyear	Member
12	18JU1A0483	Student, ECE, IVyear	Member
13	18JU1A0527	Student,CSE, IVyear	Member
14	19JU1A0487	Student,ECE,III rd year	Member
15	19JU1A0508	Student, CSE, III rd year	Member
16	20JU1A0121	Student, CIVIL,IInd year	Member
17	20JU1A0411	Student, ECE,II nd year	Member

CC to

1. All the Departmental HOD's
2. AO
3. Office
4. All Committee Members


Coordinator
Principal

PRINCIPAL

KRISHNA CHAITANYA INSTITUTE
OF TECHNOLOGY & SCIENCES
DEVARAJUGATTU(VII), 523 320
Peddaraveedu(MD), Prakasam Dist.



KRISHNA CHAITANYA INSTITUTE OF TECHNOLOGY & SCIENCES

Devarajugattu (Post) , Peddarsveedu (Mandal), Prakasam Dist. - 523 320.

(Approved by A.I.C.T.E., New Delhi, & Affiliated to JNTUK, Kakinada)

NAAC ACCREDITED INSTITUTION

Date: 08-07-2021

INTERNAL COMPLAINT COMMITTEE

MINUTES OF MEETING

The Internal Complaint Committee was held on 08-07-2021 and the following members attended the meeting.

S.NO	Name	Designation & Department	Status	Signature
1	Dr.V.Krishna Reddy	Principal	Chairman	
2	Dr. R. Prasanna Murali	ECE, Professor	Coordinator	
3	Mr. P V Anil Kumar	HOD, ME	Member	
4	Mr. B. Raju	EEE, Asst. Professor	Member	
5	Mr. K. Raja Shekar	CIVIL, Assoc. Professor	Member	
6	Mr. M. Gnana Vardhan	CSE, Assoc. Professor	Member	
7	Mr. P. Rama Mohan	HOD-H&S	Member	
8	21JU1A0410	Student, ECE, 1st year	Member	
9	21JU1A0513	Student, CSE, 1st year	Member	
10	21JU1A06153	Student, AIME, 1st year	Member	
11	18JU1A0215	Student, EEE, IV year	Member	
12	18JU1A0483	Student, ECE, IV year	Member	
13	18JU1A0527	Student, CSE, IV year	Member	
14	19JU1A0487	Student, ECE, III rd year	Member	
15	19JU1A0508	Student, CSE, III rd year	Member	
16	20JU1A0121	Student, CIVIL, II nd year	Member	
17	20JU1A0411	Student, ECE, II nd year	Member	

Agenda : Principal has given opening remarks to the members. The following resolutions were made.

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Resolutions : Members Agreed to conduct the Event

Agenda 2 : To Maintain Discipline according to Code of Conduct rules

Resolution : Members Agreed to Maintain the Discipline

The meeting was concluded with the vote of thanks.

Coordinator

Principal

PRINCIPAL
KRISHNA CHAITANYA INSTITUTE
OF TECHNOLOGY & SCIENCES
DEVARAJUGATTU(VIII) 523 320
Peddarsveedu(Mdf), Prakasam Dist.



KRISHNA CHAITANYA INSTITUTE OF TECHNOLOGY & SCIENCES

Devarajugattu (Post) , Peddaraveedu (Mandal), Prakasam Dist. - 523 320.

(Approved by A.I.C.T.E., New Delhi, & Affiliated to JNTUK, Kakinada)

NAAC ACCREDITED INSTITUTION

Date: 17-08-2021

INTERNAL COMPLAINT COMMITTEE

Circular

All the Staff members and students are hereby informed that the college is organizing a "Awareness Program on Suicide prevention" on 18-08-2021 at 10:30AM in Seminar hall.

CC to

1. All the Departmental HOD's
2. AO
3. Office
4. All Committee Members


Coordinator


Principal

PRINCIPAL
KRISHNA CHAITANYA INSTITUTE
OF TECHNOLOGY & SCIENCES
DEVARAJUGATTU(VIII) 523 320
Peddaraveedu(Mdl), Prakasam Dist.



KRISHNA CHAITANYA INSTITUTE OF TECHNOLOGY & SCIENCES

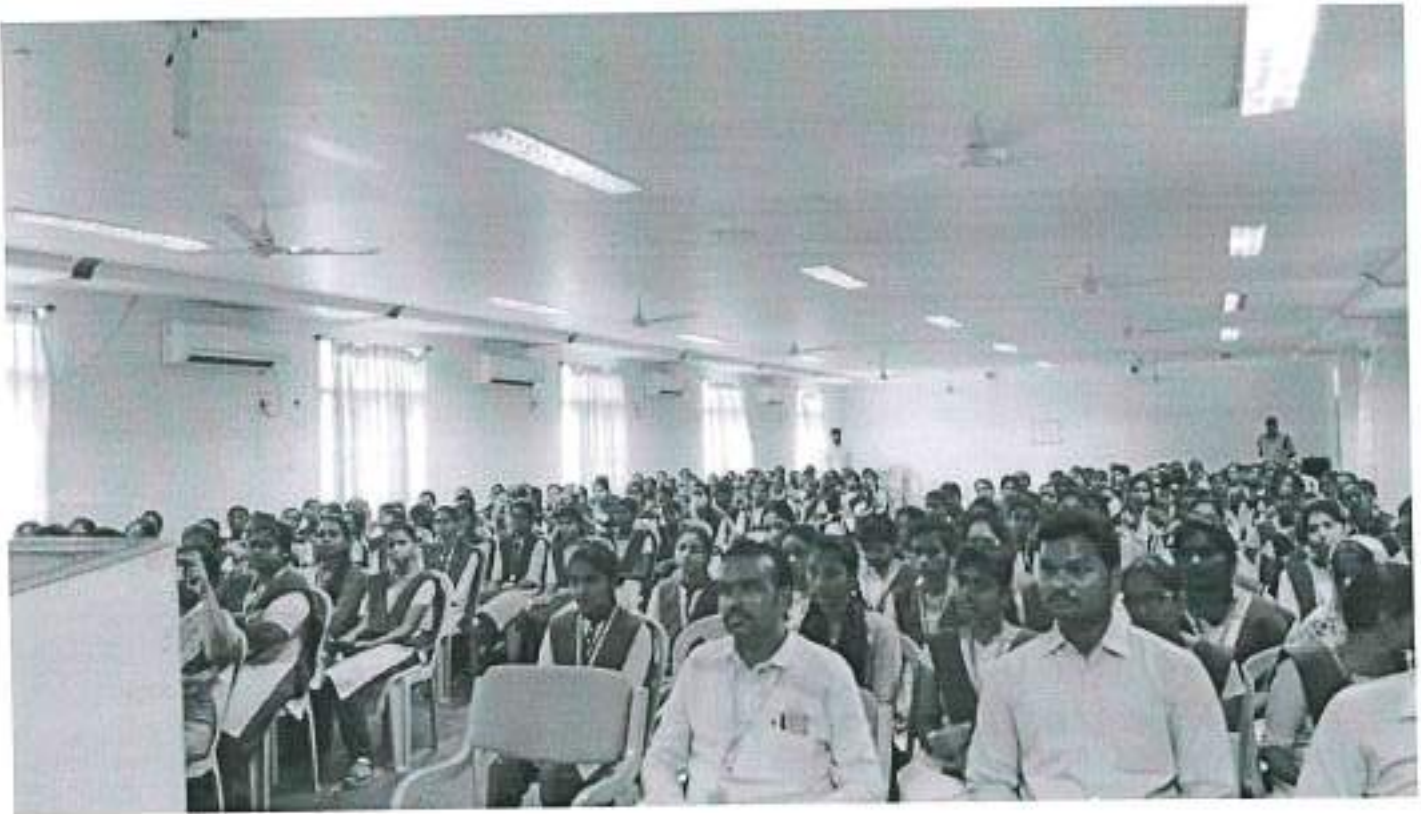
Devarajugattu (Post) , Peddaraveedu (Mandal), Prakasam Dist. - 523 320.

(Approved by A.I.C.T.E., New Delhi, & Affiliated to JNTUK, Kakinada)

NAAC ACCREDITED INSTITUTION

Brief Report on “Awareness Program on Suicide prevention”

Krishna Chaitanya Institute of Technology and Sciences has conducted a Briefing Session on “Awareness Program on Suicide prevention” for the staff and students in the campus on 18-08-2021. The aim of the Session is to endeavor and to promote the interest of the college and shall not act in any manner to degrade the image of the college. Principal Sir briefed the students and staff about Awareness Program on Suicide prevention.




Coordinator


Principal

PRINCIPAL
KRISHNA CHAITANYA INSTITUTE
OF TECHNOLOGY & SCIENCES
DEVARAJUGATTU(VIII) 523 320
Peddaraveedu(Mof), Prakasam Dist.

KRISHNACHAITANYA INSTITUTE OF TECHNOLOGY & SCIENCES

Devarajugattu - Post, **MARKAPUR**, Peddaraveedu - Mandal, Prakasam Dist. - 523 320.

(Approved by A.I.C.T.E., & Affiliated to JNTUK, Kakinada)



Mobile : 91530 19999

e-mail : principal@kits-anna.com

Web : www.kits-anna.com

Date : 29-06-2020

COMPOSITION OF IQAC

ACADEMIC YEAR 2020-2021

Chairman:

Dr V Krishna Reddy

Principal, Krishna Chaitanya Institute of Technology & Sciences, Markapur

Management Representative:

Sri. Anna Krishna Chaitanya

Secretary & Correspondent, Krishna Chaitanya Institute of Technology & sciences, Markapur

Director IQAC:

Dr P Prasanna Murali Krishna,

Professor & HOD, TPO, Department of Electronics & Communication Engineering

Faculty Representatives:

- 1) G. Gnana Vardhan, HOD, CSE Department, IQAC member
- 2) K. Raja Sekhar, Asst. Professor & HOD, CIVIL Department
- 3) P.Ram Mohan, Assoc. Professor & HOD, H&S Department
- 4) M.Suresh, Assoc. Professor, EEE Department
- 5) Dr. E. Neela Priya, Assoc. Professor, CIVIL Department
- 6) Dr. J V Ramana Reddy, H&S Department
- 7) J V Anil Kumar, Assoc. Professor, CSE Department
- 8) K. Kishore, Exam section in-charge, H&S Department
- 9) Sk Moulali, Librarian
- 10) P.V. Anil Kumar, Asst. Professor & Boys Hostel In-charge, Mechanical Department
- 11) Dr A Vara Prasad, Professor, Chemistry, H & S Department

Administrative representative:

Prof. B Prabhakar Rao, Administrative officer

Local Society Representative:

Sri. Anna Ramu

Student Representative:

Mr. Ch. Mahendra Reddy, IV ECE, KITS, Markapur

Alumni Representative:

Ms. Bellamkonda Lavanya, Software Engineer, HCL

Industry Representative:

Sri. J. Sai Krishna,

Founder, CEO, Techsters, Hyderabad


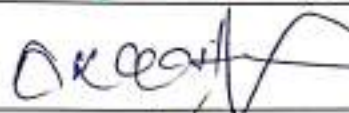
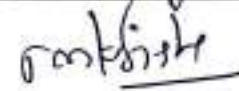


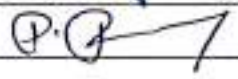
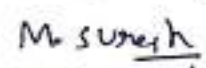
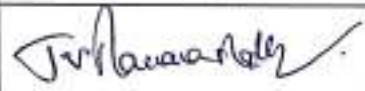
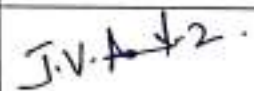

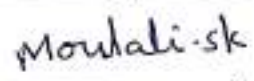
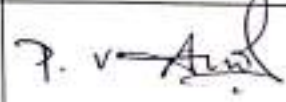
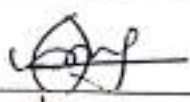
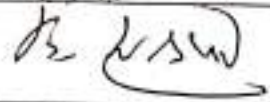
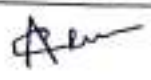
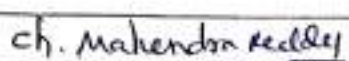
Stake holder Representative:

Sri. R. Harinadh Babu,

Asst. Engineer, Panchayat Raj Department

Sri. M. Divakar, Cahiraman, SVITIT College, Giddalur

The following members were present:

S.No	Name of the member	Designation	Signature
1	Dr V Krishna Reddy	Chairman	
2	Sri. Anna Krishna Chaitanya	Secretary & Correspondent	
3	Dr P Prasanna Murali Krishna	Director, IQAC	
4	K.Raja Sekhar	Assoc.Professor, HOD, CIVIL	
5	Dr. E. Neela Priya	Professor, CIVIL Department	
6	Sri. P.Ram Mohan	HOD, H&S	
7	Sri. M.Suresh	Assoc.Professor, HOD, EEE	
9	Dr. J V Ramana Reddy,	Asst. Prof, Maths, H&S Department	
10	Dr. J V Anil Kumar	, Assoc. Professor, CSE Department	
11	Sri. K. Kishore,	Exam section in-charge, H&S Department	
12	Sk Moulali	Librarian	
13	Sri. P.V. Anil Kumar,	Asst. Professor & Boys Hostel Incharge, Mechanical Department	
14	Dr A Vara Prasad	Professor, H & S Department	
15	B Prabhakar Rao	Administrative officer	
16	Anna Ramu	Local Society Representative	
17	Ch. Mahendra Reddy	Student Representative	

18	Bellamkonda Lavanya	Almuni Representative	<u>B. Lavanya</u>
19	J. Sai Krishna,	Founder, CEO, Techsters, Hyderabad	J Sai kr
20	R. Harinadh Babu,	Asst. Engineer, Panchayat Raj Department	R. Harinadh
21	M. Divakar	Chairman, SVITIT College, Giddalur	Divakar



KRISHNA CHAITANYA INSTITUTE OF TECHNOLOGY & SCIENCES

Devarajugattu (Post) , Peddaraveedu (Mandal), Prakasam Dist. - 523 320.

(Approved by A.I.C.T.E., New Delhi, & Affiliated to JNTUK, Kakinada)

NAAC ACCREDITED INSTITUTION

2020-21

5.4.1 There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

SUMMARY SHEET

S.No	Particulars	
1	Alumni Registration Number	47 of 2021
2	Report of Alumni	2020-21


PRINCIPAL
KRISHNA CHAITANYA INSTITUTE
OF TECHNOLOGY & SCIENCES
Devarajugattu (Village)
Peddaraveedu Md. Prakasam



AP02 96217785

GOVERNMENT OF ANDHRA PRADESH
REGISTRATION AND STAMPS DEPARTMENT
THE REGISTRAR OF SOCIETIES
MARKAPUR

Certificate of Registration

(No : 110 of 2016)

I hereby certify that 'KRISHNACHAITANYA INSTITUTE OF TECHNOLOGY AND SCIENCES OLD STUDENTS ASSOCIATION ALUMNI' , C-218/ Devarajugattu/ Peddaraveedu/ Prakasam/ Andhra Pradesh/ India/ on this day registered under the Andhra Pradesh Societies Registration Act., 2001



MARKAPUR

Date : 30/Mar/2016

Signature valid

Digitally signed
by AV C
DN: cn=AV C
Date: 2016.03.30
17:17:25 IST

REGISTRAR OF SOCIETIES

MARKAPUR

PRINCIPAL
KRISHNA CHAITANYA INSTITUTE
OF TECHNOLOGY & SCIENCES
Devarajugattu (Village)
Peddaraveedu Mdl, Prakasam Dt. A.P

Note : This is a Digitally Signed Certificate, does not require physical signature. And this certificate can be verified at _____ by furnishing the application number mentioned in the Certificate.

(Maintained Under Section 3 of Societies Registration Act, 2001)

1. Society Registration Number :	No : 110 of 2016
2. Name of the Society :	KRISHNACHAITANYA INSTITUTE OF TECHNOLOGY AND SCIENCES OLD STUDENTS ASSOCIATION ALUMNI
3. Society Category :	Other
4. Society Address :	C-218/ Devarajugattu/ Peddaraveedu/ Prakasam/ Andhra Pradesh/ India/

Member Details

S.No	Name of the office Bearers & S/O, W/O, D/O	Designation of their local standing in the Society	Occupation	Residential Address
1	VENKATA RAMANJANEYA REDDY ARIKATLA, S/O KASI REDDY	PRESIDENT	PRIVATE EMPLOYEE	NA / CHENNAREDDYPALLE THUMMALCHERUVU/ TARLAPALDU/ PRAKASAM/ Andhra Pradesh/ India
2	KASI RAO NAMBURI, S/O RATNAMAIAH	VICE PRESIDENT	BUSINESS	NA / ARDHAVEEDU/ ARDHAVEEDU/ PRAKASAM/ Andhra Pradesh/ India
3	VENKATESH BHODHANAM, S/O RAMUDU	GENERAL SECRETARY	BUSINESS	24-80 / CUMBUM/ CUMBUM/ PRAKASAM/ Andhra Pradesh/ India
4	VENKATA RAMESH REDDY KOTAPATI, S/O VENKATESWARA REDDY	JOINT SECRETARY	PRIVATE EMPLOYEE	NA / CHENNAREDDYPALLE THUMMALCHERUVU/ TARLAPALDU/ PRAKASAM/ Andhra Pradesh/ India
5	PRAVEEN KUMAR KASETTY, S/O SUBBA RATNAM	TREASURER	PRIVATE EMPLOYEE	7-13B / / CHERUKUPALLI/ BESTAVARIPETA/ PRAKASAM/ Andhra Pradesh/ India
6	ANJI REDDY CHERUKULA, S/O KASI REDDY	E C MEMBER	PRIVATE EMPLOYEE	NA / CHENNAREDDYPALLE THUMMALCHERUVU/ TARLAPALDU/ PRAKASAM/ Andhra Pradesh/ India

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KRISHNA CHAITANYA INSTITUTE
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Devarajugattu (Village)
Peddaraveedu Rd, Prakasam Dt, A.P.

7	ABDUL ASHWAQ SYED, S/O SHABANA	E C MEMBER	BUSINESS	17-135A / CUMBUM/ CUMBUM/ PRAKASAM/ Andhra Pradesh/ India
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Document Details

Document Type	Document Name
Lease Deed/Affidavit	KITSALUMNIAFFD.pdf
Memorandum and Byelaw	KITSALUMNIBYELAW.pdf
Self signed declaration	KITSALUMNIPROOF.pdf


PRINCIPAL
SRISHNA CHATTANYA INSTITUTE
OF TECHNOLOGY & SCIENCES
 Devarajugattu (Village)
 Peddaraveedu Ndi, Prakasam Dt, A.P.

Minutes of Alumni Meeting 2020-21

2020 - 2021

Alumni Meet

27/01/2021

Minutes of the Alumni Meeting Held on:

Agenda :-

- 1) Rendering the online services to the students in the pandemic
- 2) providing online classes on latest Technologies apart from their Curriculum.
- 3) Encouraging the students for participation into Alumni Meet.
- 4) Motivation to outgoing students for improving Alumni funds.
- 5) plan for conducting Alumni Meet twice a year.

Minutes of Meeting :-

- 1) Proposals of previous meeting are accepted.
- 2) Brief Explanation of Covid pandemic and how to overcome the situation.
- 3) The active members are requested to conduct the Meet twice a year.
- 4) plan to provide online classes by the Alumni Students who are working from Home.
- 5) All the members accepted to render their services on online basis.

Members Attended

Name of the members

Signature

1. A.V. Ramanjaneya Reddy
2. N. Kasi Rao
3. B. Venkatesh
4. K. Praveen Kumar
5. Ch. Anji Reddy
6. K.V. Ramesh Reddy

A.V. Ramanjaneya Reddy
N. Kasi Rao
B. Venkatesh
K. Praveen Kumar
Ch. Anji Reddy
K.V. Ramesh Reddy

J.V. Anand
Alumni Coordinator

Participants Attended

- 1) Golla Thulasi
- 2) Sure Venkata Sai Usharani
- 3) Darshi Gowthami
- 4) Shaik Saleem
- 5) T. Siva Koti Reddy
- 6) Kollu Mahesh
- 7) Baddu Anil
- 8) Kurra Siva Gana Raju
- 9) Bicka Anitha
- 10) Vennam Kavitha

J.V. Anand
Alumni Coordinator

[Signature]
PRINCIPAL
KRISHNA CHAITANYA INSTITUTE
OF TECHNOLOGY & SCIENCES
DEVARAJUGATTU(VIII) 523 328
Peddaraveedu(Md), Prakasam Dist

ACTION TAKEN :- Alumni work members who are working in industry should provide atleast the placements in the upcoming Academic Year.

[Signature]
PRINCIPAL
KRISHNA CHAITANYA INSTITUTE
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DEVARAJUGATTU(VIII) 523 328
Peddaraveedu(Md), Prakasam Dist

[Signature]
PRINCIPAL
KRISHNA CHAITANYA INSTITUTE
OF TECHNOLOGY & SCIENCES
Devarajugattu (VIII)
Peddaraveedu, MD, Prakasam.

Glimpses of Alumni Meet 2020-21

Career guidance on New Technologies by Alumni Members

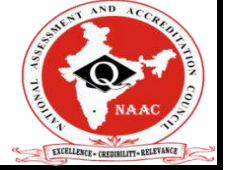


Speaker: T.Siva Koti Reddy



Speaker: Golla Thulasi


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KRISHNA CHAITANYA INSTITUTE
OF TECHNOLOGY & SCIENCES
Devarajugattu (VIII)
Meridaraveedu, MD, Prakasam



Anti-Sexual Harassment Cell for Women

Date: 17 Feb 2021

Time: 03:00 pm

Place: Principal's cabin

Members present at the meeting

Faulty Representatives:

S.No	Name	Designation	Contact no
1	Dr.V. Krishna Reddy	Principal	9441681902
2	Mrs. A. Amrutavalli	Asst.Professor,CSE	9948791055
3	Dr.E.Neela priya	Professor,CIVIL	9000721517
4	Mrs.K.Sandhya	Asst.Professor,EEE	8985370897
5	Mrs.N.Swaroop Rani	Asst.Professor,ECE	8639050078
6	Mrs. D.Swathi	Asst.Professor,ECE	6303131209
7	Mrs.Rani Tejaswi	Asst.Professor,ECE	9985079768

Student Representatives:

S.No	Regd.No	Student Name	Contact Number
1	20JU1A0463	Chakka.Saiharshitha	8897149739
2	21JU1A0504	S.Abhinaya	9603722981
3	20JU1A0412	Kolli Geetha Priyanka	7013435161
4	20JU1A0433	Yamanuri Lavanya	7396295209
5	21JU1A05H2	M. Akshaya Lakshmi	8919134886
6	21Ju1A0415	Pasupuleti Durga	6303241175
7	20JU1A0110	Kancherlamanjula	9573821355
8	20JU2A0571	P.Manasa Reddy	9652222024
9	20JU1A05A9	Ramya	9391772757
10	21JU1A0428	Shaik Khasim Sharif	8106455801
11	20JU1A0578	Oleti.Naga Rishitha	9491307748
12	20JU1A05H1	G. Jahnvi	8374069490
13	21JU1A05F1	Chilakala Sowmya Reddy	6301786377
14	20JU1A0532	P.Eekshitha	8328531934
15	21JU1A0555	G.Jahnvi	8309075415

Agenda:

To decide action plan of the cell for the year 2020-2021.

Minutes

1. Mrs. A. Amrutavalli welcomed all the members and explained the purpose of the meeting.
2. All the members decided to
 - a) Make an action plan for the year 2020-2021 to ensure safety of the girl students in the college campus.
 - b) Make them aware about the functions and guidelines of the anti-sexual harassment cell for women.
 - c) Aware them about the procedure to make complaints if they have any problem regarding sexual harassment.
 - d) The members discussed about organizing self-reliance campaign for girl students to build confidence among them.
 - e) Organize a Program on 8 March 2021 on the occasion of the International Women's Day to spread the message of gender sensitization.
 - f) Issue a notification to all the teaching and non-teaching staff to be alert to keep check on the incidents of sexual harassment of girl students in the college campus.
 - g) Increase collaboration among teachers, students and parents for the safety of the girl students.
3. Mrs. N. Swaroopa Rani concluded the meeting with the vote of thanks for the meeting.


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Peddaraveedu Md, Prakasam Dt, A.P.



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(Approved by A.I.C.T.E., New Delhi, & Affiliated to JNTUK, Kakinada)

NAAC ACCREDITED INSTITUTION

Ref: KITS/SGR/2020-21/CIR01

DATE: 25-07-2020

CIRCULAR

STUDENT GRIEVANCE READDRESSAL CELL

This is to inform that a meeting of Student Grievance Readdressal Cell will be held on 28-07-2020 at seminar hall. All the committee members are requested to attend the meeting and follow as per agenda.

AGENDA FOR THE MEETING

- The function and duties of the cell and guidelines of AICTE.
- Enforcement of the Student Grievance Readdressal Cell for the academic year 2020-21.
- Measures to be taken to further consolidate grievance received from the students.
- To spread the awareness about the existence of the committee in the college.
- Any other subject with the permission of the chair.

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IQAC



KRISHNA CHAITANYA INSTITUTE OF TECHNOLOGY & SCIENCES

Devarajugattu (Post) , Peddaraveedu (Mandal), Prakasam Dist. - 523 320.

(Approved by A.I.C.T.E., New Delhi, & Affiliated to JNTUK, Kakinada)

NAAC ACCREDITED INSTITUTION

DATE: 28-07-2020

MINUTES OF MEETING

STUDENT GRIEVANCE REDRESSAL COMMITTEE

Academic Year: 2020-21

Student Grievance Redressal Committee meeting was held on 28-07-2020 in the principal chamber, following points was discussed.

AGENDA FOR THE MEETING


- Review of the previous meeting.
- Arranging meetings
- To discuss about any Grievances received from the students in the college and actions against those cases.
- To address students and parents regarding Student Grievances on the college fresher's day.

TOPICS COVERED:

- Discussed the review of the previous meeting.
- Grievances received from the students in the college premises and in the hostels.
- Informed all the committee members to visit the college campus and hostel premises.

COMMITTEE MEMBERS:

S. No.	Name	Designation & Department	Status
1.	Dr. V. Krishna Reddy	Principal	Chairman
2.	P. Ram Mohan	Assistant Professor, H&S	Convenor
3.	Dr. P. Prasanna Murali Krishna	Associate Professor, ECE	Member
4.	K. Raja Sekhar	Assistant Professor, CE	Member
5.	M. Gnanavardhan	Assistant Professor, CSE	Member
6.	KANAMARLAPUDI JOSHNA	19JU1A0528	Student Member
7.	BIJINEPALLI NEHA	19JU1A0562	Student Member
8.	Gajavalli Ramesh Babu	18JU1A0132	Student Member
9.	Repana Venkata Ramana	18JU1A04A0	Student Member
10.	Golla Thulasi	18JU1A05A4	Student Member


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OUTCOME:

- 1) To read and confirm the minutes of the previous meeting of the student's grievance readdressal cell held on 19/07/2019. The house gave confirmation to the minutes.
- 2) Members are directed to address and solve the grievances inside and outside the campus. If anything found members are asked to bring it to the notice of the principal immediately.
- 3) To make students understanding and readressal of grievances.
- 4) To keep continues monitoring on the grievances from the students.
- 5) To organize meeting with student to advice them to regulate their own movements and interactions, especially with strangers are undesirable characters.
- 6) Coordinators are directed to contact meeting frequently and discuss day to day situation in the campus and inform the higher authorities.

The Chairman thanked members for the gracious presence and active participation and giving useful suggestions.

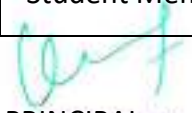
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4.	K. Raja Sekhar	Assistant Professor, CE	Member
5.	M. Gnanavardhan	Assistant Professor, CSE	Member
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KRISHNA CHAITANYA INSTITUTE OF TECHNOLOGY AND SCIENCES:: MARKAPUR

CIRCULAR

Ref. No. KITS/Admn/EST/R&D/101/2020-2021

Date: 15-05-2021

NOTIFICATION

Sub: Composition of Research and Development Cell Committee -KITS

The academic council of KITS, Markapur is re-constituted for the academic years 2020-21 and 2021-22 with the following composition as per the norms.

S. No	Name	Designation	Role
1	Dr. V. Krishna Reddy	Principal	Chairman
2	Dr. SK Althaf Hussain Basha	Professor of CSE	R& D Coordinator
3	Dr. P Prasanna Murali Krishna	Head, Dept. of ECE, Training & Placement Officer	Member
4	Dr. Ch. Kannam Naidu	Professor of CE	Member
5	Dr. J V Ramana Reddy	Associate Professor of H&S	Member
6	Mr. J V Anil Kumar	Associate Professor of CSE	Member
7	Mr. B Ajantha Reddy	Associate Professor of ECE	Member
8	Mr. B Suresh	Associate Professor of EEE	Member


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5. Notice Board
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KRISHNA CHAITANYA INSTITUTE OF TECHNOLOGY AND SCIENCES:: MARKAPUR

CIRCULAR

Ref. No. KITS/Admn/EST/R&D/81/2020-2021

Date: 26-08-2020

It is informed that, the Research and Development Cell (R&D) meeting will be held on 28-08-2020 at 2:00 PM in the R&D Discussion Room. All the members are requested to attend the meeting.

The agendas of the meeting are as follows.

1. ISO Certificate and NIRF Files Preparation
2. R&D Activities during May to August 2020.
3. To awareness the faculty about upcoming Research schemes/Projects and Funding agencies.
4. To discuss the Proposal for Consultancy Activities
5. To discuss the Policy Formulations and Implementation.
6. To discuss the Encouraging and Motivating to Staff and Students for Research Activities.
7. Any other item with the permission of the Chair.


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RESEARCH AND DEVELOPMENT CELL MINUTES OF THE MEETING

Date: 28-08-2020.

Minutes of Research and Development (R&D) meeting held at 03:00 PM on 28th August 2020 in the R&D Discussion Room.

Members of the Committee:

S. No	Name	Designation	Role	Signature
1	Dr. V. Krishna Reddy	Principal	Chairman	
2	Dr. Y Bala Rama Krishna Rao	Professor of EEE	R&D Coordinator	
3	Dr. P Prasanna Murali Krishna	Head, Dept. of ECE, Training & Placement Officer	Member	
4	Dr. Ch. Kannam Naidu	Professor of CE	Member	
5	Dr. J V Ramana Reddy	Associate Professor of H&S	Member	
6	Mr. M Gnana Vardhan	Associate Professor of CSE & Head	Member	
7	Mr. B Ajantha Reddy	Associate Professor of ECE	Member	
8	Mr. B Suresh	Associate Professor of EEE	Member	

The Chairperson of R&D Cell welcomed all the members to the meeting briefed about agenda. The following points were discussed to improve the performance of Students and Faculty.

Agenda:

1. ISO Certificate and NIRF Files Preparation

2. R&D Activities during May to August 2020
3. To awareness the faculty about upcoming Research schemes/Projects and Funding agencies.
4. To discuss the Proposal for Consultancy Activities
5. To discuss the Policy Formulations and Implementation.
6. To discuss the Encouraging and Motivating to Staff and Students for Research Activities.
7. Any other item with the permission of the Chair.

Resolution/ Discussion:

1. Decide to prepare R&D files for ISO Certificate and NIRF Files purpose. The IQAC coordinator was instructed by the R&D chairman, to initiate ISO Certificate and NIRF Files work with the support of all HODs and Faculty.
2. Discussed about Online FDP's and Workshops conducted by the institute and Online FDP's/Workshops/STTPs/Webinars/Conferences/ Seminars attended by the faculty members and students and decided to collect all data relating to Online activities during last six months period .
3. Decided to awareness upcoming Research Project/Schemes from various Agencies UGC, AICTE, SERB, DST, CISR etc., to the department faculty members.
4. All the committee members are asked to find nearby industries in their field of interest to do the Consultancy work and Activities.
5. Research and Development (R&D) activity policy formulation will be defined based on the strategic plan, proposed activities and will be implemented said by Principal. All the Research terminology will incorporated and presented in the progressive meeting.

6. All the committee members are discussed about to encouraging and motivating to Staff and Students for Research Activities in reputed Journals / Conferences proceedings papers publications.

7. Mr. M Gnana Vardhan, Associate Professor and Head, department of CSE asked with the permission of R&D Chairman to conduct workshops and Faculty Development Programmes (FDP's) with Virtual mode for the benefit of the students and faculty members. All the committee members also welcomed his suggestion.

Meeting was ended with vote of thanks by the R&D Coordinator.



R&D Coordinator



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KRISHNA CHAITANYA INSTITUTE OF TECHNOLOGY AND SCIENCES:: MARKAPUR

CIRCULAR

Ref. No. KITS/Admn/EST/R&D/101/2020-2021

Date: 15-05-2021

It is informed that, the Research and Development Cell (R&D) meeting will be held on 19-05-2021 at 3:00 PM in the Principal office. All the members are requested to attend the meeting.

The agendas of the meeting are as follows.

1. NAAC- AQAR Files Preparation
2. To awareness the faculty about Research schemes and Funding agencies.
3. To awareness and encourage about the Student Publications.
4. To discuss the policy of promotion of research activities.
5. To review on students projects of current final year students.
6. To awareness the student and faculty community COVID-19 Pandemic
7. Any other item with the permission of the Chair.

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3. Administrative Officer
4. All other members of Research and Development Cell (R&D)
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RESEARCH AND DEVELOPMENT CELL MINUTES OF THE MEETING

Date: 19-05-2021.

Minutes of Research and Development (R&D) meeting held at 03:00 PM on 19th May 2021 in the Virtual mode via ZOOM App.

Members of the Committee:

S. No	Name	Designation	Role	Signature
1	Dr. V. Krishna Reddy	Principal	Chairman	
2	Dr. SK Althaf Hussain Basha	Professor of CSE	R&D Coordinator	
3	Dr. P Prasanna Murali Krishna	Head, Dept. of ECE, Training & Placement Officer	Member	
4	Dr. Ch. Kannam Naidu	Professor of CE	Member	
5	Dr. J V Ramana Reddy	Associate Professor of H&S	Member	
6	Dr. J V Anil Kumar	Professor of CSE	Member	
7	Mr. B Ajantha Reddy	Associate Professor of ECE	Member	
8	Mr. B Suresh	Associate Professor of EEE	Member	

The Chairperson of R&D Cell welcomed all the members to the meeting briefed about agenda. The following points were discussed to improve the performance of Students and Faculty.

Agenda:

1. NAAC- AQAR Files Preparation

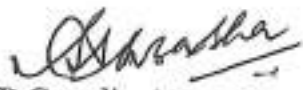
2. To awareness the faculty about Research schemes and Funding agencies.
3. To awareness and encourage about the Student Publications.
4. To discuss the policy of promotion of research activities.
5. To Review on Students Projects of Current final year students.
6. To Awareness the student and faculty community COVID-19 Pandemic
7. Any other item with the permission of the Chair.

Resolution/ Discussion:

1. Decide to prepare R&D files for AQAR for NAAC purpose. The IQAC coordinator was instructed by the R&D chairman, to initiate NAAC cycle 2 work with the support of all HODs and Faculty.
2. It was proposed to arrange a lecture to aware the faculty about Research and Funding Agencies by the experts of national reputation. The Committee members have decided to enhance the research activities in the institution. The R&D Chairman informed that the college management is ready to support the faculty in all the ways for acquiring Projects.
3. All the members are advised for the encouraging students to publish research papers in reputed Journals and conferences proceedings.
4. Discussed in detailed to disseminated policy manual of the promotion of research among faculty and students.
5. As the IV-II Semester is going to be completed, the R&D Chairman asked all the HOD's about action plans to be taken for completion of students projects. The department HODs are instructed to form Project Review Committee (PRC) with the senior faculty of the department and sent the same to Principal's office.

6. As the COVID-19 virus is spreading in our neighboring country China, the committee members have decided to instruct all the faculty members and students to take sufficient precautions such as wearing masks, cleaning hands and maintaining social distances.
7. Dr. P Prasanna Murali , HOD department of ECE and TPO asked with the permission of R&D Chairman to conduct workshops and Faculty Development Programmes (FDPs) with Virtual mode for the benefit of the students. All the committee members also welcomed his suggestion.

Meeting was ended with vote of thanks by the R&D Coordinator.



R&D Coordinator



Principal

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ACADEMIC YEAR

2020-21



KRISHNACHAITANYA INSTITUTE OF TECHNOLOGY & SCIENCES

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CONSTITUTION OF COMMITTEE MEMBERS-CLASS REPRESENTATIVE COMMITTEE (2020-21)

Date: 5 -11-2020

The following faculty members and students are deputed as members of Class representative committee for the academic year 2020-2021.

S.NO	NAME	CATEGORY
1	Mr.B.Ajanta Reddy ,ECE	Coordinator
2	Mr. K.Manikanta, CIVIL	MEMBER
3	Mr. B.Sivarama Krishna, ME	MEMBER
4	Mr. C.Jayaramulu,CSE	MEMBER
5	Mr. Y.Mahalakshmi Reddy,EEE	MEMBER
6	Mr. T.srinivasulu,H&S	MEMBER
7	T.Venkata Pichireddy(Roll no:17JU1A04A3),ECE	Student Member
8	G.Anath kalyan(Roll no:17JU1A0504),CSE	Student Member
9	Potti Murali Kumar(Roll no:17JU1A0310),ME	Student Member
10	J. Mallikarjunarao(Roll no:17JU1A0215),EEE	Student Member
11	Vitta Lakshmi venkataManikanteswara rao(Roll no:17JU1A0121),CIVIL	Student Member

The committee shall meet on as and when required basis or twice in year

- 1) Circulated to all Committee Members.
- 2) Circulated to all department HOD's


Principal



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CIRCULAR

Date: 6/11/2020

This is inform to all the members of Class representative committee are hereby informed to attend the meeting in **Dr.A.P.J ABDUL KALAM Conference Hall** on 7/11/2020 at 10:00 A.M.

Meeting Agenda:

1. To Monitor Syllabus coverage
2. To Identify Regular and Irregular students in the class
3. To identify students who are not able to understand the subjects


CO-ORDINATOR


PRINCIPAL

- 1) Circulated to all Committee Members.
- 2) Circulated to all department HOD's



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MINUTES OF CLASS REPRESENTATIVE COMMITTEE

Chaired by: Principal

Date: 7/11/2020

Venue: Dr.A.P.J ABDUL KALAM Conference Hall

Members Present:

S.NO	NAME	CATEGORY	SIGN
1	Mr.B.Ajanta Reddy ,ECE	Coordinator	B.Ajanta
2	Mr. K.Manikanta, CIVIL	MEMBER	K.Manikanta
3	Mr. B.Sivarama Krishna, ME	MEMBER	B.Sivarama Krishna
4	Mr. C.Jayaramulu,CSE	MEMBER	C.Jayaramulu
5	Mr. Y.Mahalakshmi Reddy,EEE	MEMBER	Y.Mahalakshmi Reddy
6	Mr. T.srinivasulu,H&S	MEMBER	T.Srinivasulu
7	T.Venkata Pichireddy(Roll no:17JU1A04A3),ECE	Student Member	T.Venkata Pichireddy
8	G.Anath kalyan(Roll no:17JU1A0504),CSE	Student Member	G.Anath Kalyan
9	Potti Murali Kumar(Roll no:17JU1A0310),ME	Student Member	P.Murali Kumar
10	J. Mallikarjunarao(Roll no:17JU1A0215),EEE	Student Member	J.Mallikarjunarao
11	Vitta Lakshmi venkataManikanteswara rao(Roll no:17JU1A0121),CIVIL	Student Member	V.Manikanteswara

Points discussed:

Chairperson of the Class representative committee welcomed all the members of committee and the Following points were discussed.

1. Monitor academic Performance of the students and identify weak learners and arrange remedial classes, counseling sessions in consultation with the class teacher/HOD
2. Discussed regarding syllabus coverage.all must be complete syllabus within time.
3. Discussed about student attendance
4. Collect information regarding problems and grievances arise in classrooms and intimate to concern committee.
5. Given information about workshops,softskills programs to be conducted to students

The meeting came to the conclusion with the thanks extended by chairperson.


COORDINATOR


PRINCIPAL



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CIRCULAR

Date: 25/3/2021

This is inform to all the members of Class representative committee are hereby informed to attend the meeting in **Dr.A.P.J ABDUL KALAM Conference Hall** on 27/3/2021 at 11:00 A.M.

Meeting Agenda:

1. Review of Previous meeting
2. To Monitor syllabus coverage
3. To address the grievances of students


CO-ORDINATOR


PRINCIPAL

- 3) Circulated to all Committee Members.
- 4) Circulated to all department HOD's



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MINUTES OF CLASS REPRESENTATIVE COMMITTEE

Chaired by: Principal

Date: 27/3/2021

Venue: Dr.A.P.J ABDUL KALAM Conference Hall

Members Present:

S.NO	NAME	CATEGORY	SIGN
1	Mr.B.Ajanta Reddy ,ECE	Coordinator	B. Ajanta
2	Mr. K.Manikanta, CIVIL	MEMBER	K. Manikanta
3	Mr. B.Sivarama Krishna, ME	MEMBER	B. Sivarama Krishna
4	Mr. C.Jayaramulu,CSE	MEMBER	C. Jayaramulu
5	Mr. Y.Mahalakshmi Reddy,EEE	MEMBER	Y. Mahalakshmi Reddy
6	Mr. T.srinivasulu,H&S	MEMBER	T. Srinivasulu
7	T.Venkata Pichireddy(Roll no:17JU1A04A3),ECE	Student Member	T Venkata Pichireddy
8	G.Anath kalyan(Roll no:17JU1A0504),CSE	Student Member	G. Anath Kalyan
9	Potti Murali Kumar(Roll no:17JU1A0310),ME	Student Member	P. Murali Kumar
10	J. Mallikarjunarao(Roll no:17JU1A0215),EEE	Student Member	J. Mallikarjunarao
11	Vitta Lakshmi venkataManikanteswara rao(Roll no:17JU1A0121),CIVIL	Student Member	V. Manikanteswara rao

POINTS DISCUSSED:

Chairperson of the Class representative committee welcomed all the members of committee and the Following points were discussed.

1. Discussed regarding syllabus coverage.
2. Collect information regarding problems and grievances arise in classrooms and intimate to concern committee.
3. Discussed about student attendance to identify regular and irregular students.
4. Discussed regarding students counseling

The meeting came to the conclusion with the thanks extended by chairperson.


COORDINATOR


PRINCIPAL