



**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**

KCIT/IQAC/2023-2024/CIR-01

Date: 05-06-2023

**CIRCULAR**

All the IQAC members are hereby informed that meeting of IQAC is scheduled on 12-06-2023 at 10.00 AM at the Principal's Office to discuss on the following agenda points. All members are requested to prepare the necessary information pertaining to their department and present it during the meeting for approval.

**AGENDA:**

- Welcome speech by IQAC co-ordinator
- Review and conclusions on previous academic year 2022-2023 activities
- To discuss on R23 regulations
- To discuss on the NEP as per guidelines of UGC
- To discuss on the preparation of time tables, teaching learning methods, course files and COs, POs and PSOs attainments
- To discuss on the continuous internal evaluation mechanism and improvement of results
- To discuss on the mandatory internship credit courses as per the curriculumm of JNTUK
- To decide on CRT training programs
- To decide on workshops, FDPs
- To Plan extension activities under NSS
- To plan Almuni meets for the upcoming academic year
- To discuss on strengheing the infrastructure facilities

- To submit SSR for cycle-2 renewal process
- Any other details with the permission of the chair

  
**co-ordinator-IQAC**

  
**Principal & Chairman- IQAC**

**Copy to:**

1. Secretary & Correspondent for kind information
2. Principal sir
3. All HODs
4. All members of IQAC
5. Training & Placement office
6. Admin office
7. Library
8. PD sports
9. File



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Date: 09-06-2022

# INTERNAL QUALITY ASSURANCE CELL

## MINUTES OF THE MEETING

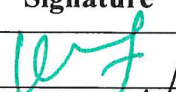
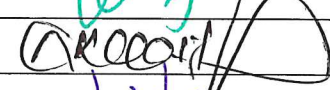
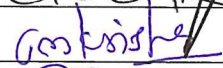
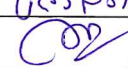
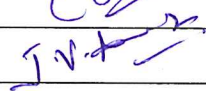


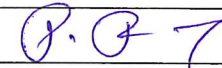
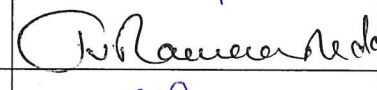
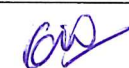
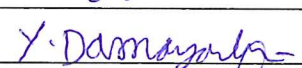


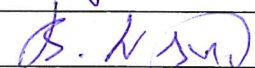
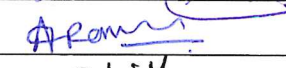
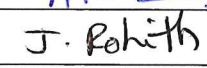
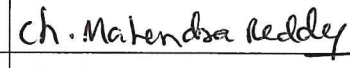
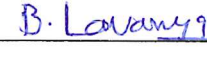

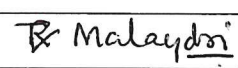
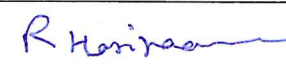
KCIT/IQAC/2023-2024/CIR-01, Date: 05-06-2023

The first IQAC meeting for the Academic year 2023-2024 was held on 12-06-2023. The following resolutions have taken in the meeting:

- The IQAC co-ordinator briefly discussed on functions & aims of IQAC
- The Chairman of the committee instructed the HODs to ensure the preparation of time tables, course files, Lab Manuals and other departmental works as per the regulations of JNTUK.
- The committee has given guidelines for TPO to organize career guidance programs and training programs.
- Chairman of the committee informed the HODs to go through the NEP guidelines.
- The Chairman of the committee informed the HODs to ensure the timely completion of internship courses as per the curriculum.
- The Chairman of the committee informed the HODs to plan for the Workshops, FDPs for the upcoming semester.
- The committee has informed NSS co-ordinator to organize extension & cultural activities under NSS at regular intervals.
- The Almuni committee is informed to plan for Alumni meets.
- The committee has given recommendations several infrastructural improvements.
- The Chairman of the committee informed the members to complete SSR submission as per guidelines of NAAC.
- The Chairman of the committee also informed the members to complete all departmental related works in view of NAAC cycle-2 renewal process.

The meeting is concluded with vote of thanks by Dr P PrasannaMurali krishna, IQAC co-ordinator.

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	IQAC- Co-ordinator	
4	Dr. A. Ranga Nayakulu	Vice-Principal, HOD, ECE	
5	Dr. J V Anil Kumar	Assoc. Professor, HOD, CSE	
6	Dr. Sk Altaf Hussain basha	Professor, CSE, R&D co-ordinator	
7	Dr. E. Neela Priya	Professor, HOD, CIVIL Department	
8	Sri. P.Ram Mohan	HOD, H&S	
9	Dr. J V Ramana Reddy	Asst. Prof, Academic co-ordinator, H&S Department	
10	Sri. K. Kishore	Exam section in-charge, H&S Department	
11	Mrs. Y. Damayanthi	Librarian	
12	Sri. P.V. Anil Kumar	Assoc. Professor & HOD- Mechanical	
13	Mrs. A.Amrutha Valli	Assoc. Professor, CSE Department	
14	Prof. B Prabhakar Rao	Administrative officer	
15	Sri. Anna Ramu	Local Society Representative	
16	Mr. J Rohith	Student Representative	
17	Mr. Ch. Mahendra Reddy	Alumni Representative	
18	Ms. Bellamkonda Lavanya	Alumni Representative	
19	Sri. J. Sai Krishna	Founder, CEO, Techsters, Hyderabad	
20	Sri. Malyadri	Managing Director, Tiny Medic	
21	Sri. R. Harinadh Babu	Asst. Engineer, Panchayat Raj Department	
22	Sri. M. Divakar	Chairman, SVITIT College, Giddalur	