



## 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-02

Date: 02-12-2023

### CIRCULAR

All the IQAC members are hereby informed that meeting of IQAC is scheduled on 06-12-2023 at 10.30 AM at the Principal's Office to discuss on the following agenda. All members are requested to prepare the necessary information pertaining to their department and present it during the meeting for approval.

### **AGENDA:**

- To review and confirm previous minutes of the meeting
- To discuss on the preparation of time tables, teaching learning methods, course files for the upcoming semester
- To discuss on curriculum delivery and CIE
- To discuss on career counseling and CRT training programs
- To discuss on placement activities
- To discuss on the result analysis of previous semester
- To discuss on the publication of B.Tech projects in approved journals suggested by UGC
- To make MOU for internships approved by both AICTE and APSCHE
- To plan for new B.Tech courses and Diploma courses
- To discuss on the student long term internship in IV B.Tech II sem
- To improve on extension activities under NSS
- To prepare for NAAC peer team visit
- 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. Library
8. PD sports
9. File



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### **INTERNAL QUALITY ASSURANCE CELL**

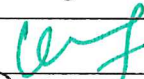
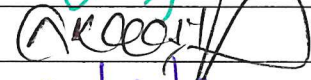
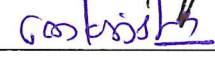
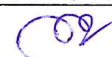

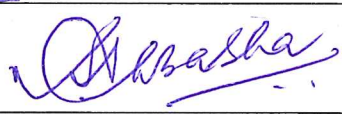

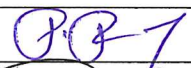
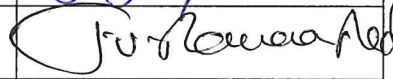
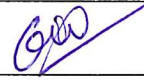
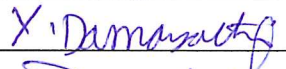
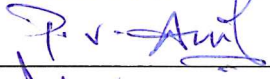

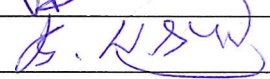
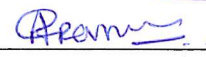

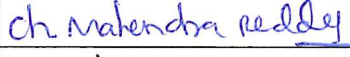

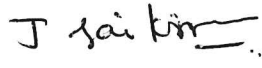
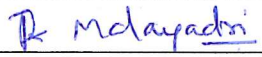
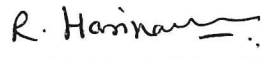
#### **MINUTES OF THE MEETING**

KCIT/IQAC/2023-2024/CIR-02, Date: 02-12-2023

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

- The committee reviewed the curriculum delivery and CIE of odd semester.
- The Chairman of the committee instructed the HODs to ensure the preparation of time tables, course files and other departmental works for the upcoming semester.
- The committee reviewed the proposals of TPO and approved the placement activities.
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- The committee reviewed the results of the previous semester and taken resolution to improve the pass percentage.
- The Chairman of the committee instructed the HODs to publish student projects in UGC approved journals.
- The Chairman of the committee instructed the HODs to complete student long term internships through the organizations listed in APSCHE portal only to get valid credits.
- The committee has given recommendations to make MOU with for internships approved by both AICTE and APSCHE
- The committee has given recommendations to go for new courses in CSE department and also diploma courses.
- The Chairman of the committee instructed the members to speed up the NAAC cycle-2 accreditation work and to be ready for the peer team visit.
- 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	