



## 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/2025-2026/CIR-01

Date: 12-06-2025

### CIRCULAR

All the IQAC members are hereby informed that the **IQAC meeting for the Academic Year 2025–2026** is scheduled to be held on **18-06-2025 at 10:00 AM** in the **Principal's Office**. All the members are requested to prepare the necessary information pertaining to their respective departments and present the same during the meeting for discussion and approval.

### **AGENDA:**

1. Introductory remarks by the IQAC Coordinator
2. Review of teaching and non-teaching faculty requirements
3. Implementation of **NEP–2020 and Outcome-Based Education (OBE)** as per UGC guidelines
4. Preparation of academic calendars, time tables, course files, and ICT-enabled teaching practices
5. Review of Continuous Internal Evaluation (CIE) mechanism and result analysis
6. Mandatory internship courses as per **JNTUK curriculum**
7. Planning of **CRT, skill development, and employability training programs**
8. Planning of **Workshops, FDPs, and Research-oriented activities**
9. Extension and outreach activities under **NSS**
10. Planning of **Alumni interaction and alumni meets**
11. Strengthening of infrastructure and learning resources
12. AQAR preparation and submission for the **Academic Year 2024–25**
13. Any other matter with the permission of the Chair

  
**co-ordinator-IQAC**

  
**Principal & Chairman- IQAC**

### **Co-ordinator-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



## 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/2025-2026/CIR-01

Date: 18-06-2025

# **INTERNAL QUALITY ASSURANCE CELL**

## **MINUTES OF THE MEETING**

KCIT/IQAC/2025-2026/CIR-01,

Dated: 18-06-2025

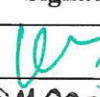
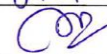
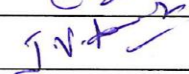
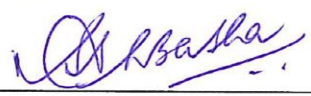

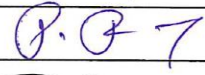

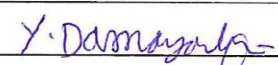


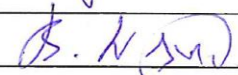

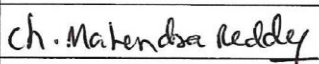
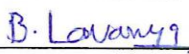


The **first IQAC meeting for the Academic Year 2025–2026** was held on **18-06-2025** at the Principal's Office. The following resolutions were passed:

### **RESOLUTIONS**

1. The IQAC Coordinator briefed the members on the **functions, objectives, and quality initiatives of IQAC** for the academic year.
2. The Chairman instructed all HODs to ensure preparation of **academic calendars, time tables, course files, and lab manuals** as per JNTUK regulations before commencement of class work.
3. The committee discussed the implementation of **NEP–2020, OBE, and ICT-enabled teaching methodologies**.
4. The Training & Placement Officer was advised to organize **career guidance, CRT, and skill enhancement programs** for students.
5. The Chairman instructed the HODs to ensure **timely completion of internship and project-based courses** as per the curriculum.
6. The committee recommended organizing **Workshops, FDPs, seminars, and research activities** during the academic year.
7. The NSS Coordinator was instructed to conduct **extension, outreach, and social responsibility activities** at regular intervals.
8. The Alumni Committee was advised to organize **Alumni Meets and alumni interaction sessions**.
9. The committee reviewed infrastructure facilities and recommended **upgradation of laboratories, library resources, and digital facilities**.
10. All HODs and Criteria In-charges were instructed to ensure **timely preparation and submission of AQAR for the Academic Year 2024–25**.

The meeting concluded with a **vote of thanks** proposed by **Dr. P. Prasanna Murali Krishna, IQAC Coordinator**.

**The following members attended the IQAC meeting:**

| 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                |  |