



## AVANTHI INSTITUTE OF ENGINEERING AND TECHNOLOGY

(Approved by AICTE New Delhi, Recg. By Govt. of T.S & affiliated to JNTUH,  
Hyderabad)

NAAC "B++" Accredited Institute

Gunthapally (V), Abdullapurmet(M), RR Dist, Near Ramoji Film City, Hyderabad -501512.

[www.aietg.ac.in](http://www.aietg.ac.in) email: [principal.avanathi@gmail.com](mailto:principal.avanathi@gmail.com)

IQAC Minutes of Meetings-2022-23		
S.No	Minutes of Meeting	Date
1	Minutes of meetings-1	07-10-2022
2	Minutes of meetings-2	19-04-2023

PRINCIPAL

Avanathi Institute of Engg. & Tech  
Guntihapally (V), Abdullapurmet (Mdl) R.R.Dist



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Ref No: AIET/IQAC/2022-2023 /01

Date: 05-10-2022

To  
The Members of IQAC  
Avanthi Institute of Engineering and Technology  
Gunthapally(V),Hyd.

## CIRCULAR

This is to inform all the members of the college IQAC committee meeting will be scheduled in the conference room on 07-10-2022 at 11AM, to discuss the following points.

### Agenda:

1. Minutes and actions of IQAC meeting held on 27.01.2022
2. Steps initiated to improve the placements at department level.
3. Feed back on Curriculum R18 by Students, Faculty, Industry Persons, and Alumni analysis and action taken report
4. Strengthening the measures for Green Campus
5. Discussion on AQAR Preparations for 2021-22 academic years
6. Appoint Department NAAC coordinators for preparing SSR for NAAC 2nd Cycle
7. Workshops for faculty members on revised accreditation framework
8. IQAC quality initiative 2022 - 23 (tentative)
9. Any other item with permission of chairman

### Copy To:

1. The Principal
2. All HODs
3. IQAC Members
4. All College academic committee members

IQAC Coordinator

Principal  
**PRINCIPAL**



## Internal Quality Assurance Cell (IQAC)

Ref No: AIET/IQAC/2022-2023 /01

Date: 07.10.2022

### IQAC Minutes of Meeting

IQAC coordinator Mr. Swamy Rao Kulkarni extended a warm, welcome to the IQAC members. The Coordinator, IQAC again proposed and confirmed to conduct the IQAC meeting two times in an academic year. The Principal and IQAC Coordinator requested all the members for open house discussion on academic excellence and promote quality aspects in academic institutions. The following decisions (agenda wise) were taken after detailed discussions among the members in the meeting.

#### AGENDA:

**Agenda Item 1:** To review the minutes of IQAC meeting held on 27.01.2022

**Resolution:** The members reviewed the IQAC minutes of meeting held on 27.01.2022 and approved the same.

**Agenda Item 2:** Steps initiated to improve the placements at department level

#### Resolution:

Placement Officer has informed the steps taken by the department, and the achievements of placements and Internships. He said that the department has constituted an "Industry — Interaction Cell" to improve the placements besides regular placements provided by college placement cell.

The responsibilities of the departmental cell are:

Interaction with various construction firms for placements and internships, Invitation to industrial personnel to interact with the students and faculty regarding the industry needs and student readiness for employment. He said that the department has conducted training classes for effective campus recruitment.

**Agenda Item 3:** Feedback on Curriculum by Students, Faculty, Industry Persons and Alumni analysis and action taken report

#### Resolution:

Coordinator, IQAC has apprised all the departments to start the assessment process of courses and as per the guide lines of AICTE. Principal asserted to perform the assessments with focus on the following aspects: Internship, mini projects, Course in employability skills Value added courses, etc.

**Agenda Item 4:** Strengthening the measures for Green campus

#### Resolution:

•IQAC coordinator mentioned that Clean and Green Campus is expected to facilitate sharing of ideas amongst students, faculty and administrators towards the Sustainable Development Members emphasized on the following aspects to make Natal progress towards Green campus, Cleanliness in and around the campus and waste minimization.

•Water conservation and management including waste water management and reuse, rain water harvesting, Greenery within the campus to provide pollution free air and carbon-sink.

**PRINCIPAL**



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### **Agenda Item 5:** AQAR Preparations for 2021-22 academic year

#### **Resolution:**

• Coordinator, IQAC stressed upon the mandatory submission of AQARs and advised the members to speed up the data consolidation for timely submission of AQAR. Members discussed about the consolidation of salient aspects of AQAR related to Plan of action and Action taken on plan of action in the previous year, Curricular Aspects, Teaching Learning & Evaluation, Research Consultancy & Extension Activities, Infrastructure & Learning Resources, Student Support & Progression, Governance Leadership & Administrative Activities, Innovations & Best Practices. The committee discussed at length and noted the importance of timely submission of AQAR through online.

### **Agenda Item 6:** Appoint Department NAAC coordinators for submission of SSR for NAAC 2nd Cycle.

#### **Resolution:**

• With regard of the upcoming NAAC 2nd cycle, Mr. Swamy rao Kulkarni, Coordinator — Internal Quality Assurance recommended the HODs to appoint senior faculty from their respective departments as NAAC department coordinators for the accreditation related activities.

### **Agenda Item 7:** Workshops for faculty members on revised accreditation framework

#### **Resolution:**

- IQAC Coordinator stressed upon the importance of training the faculty Members regarding the revised accreditation framework of NBA and NAAC. Members suggested arranging workshops related to revised accreditation framework, curriculum design and delivery and Assessment & Evaluation. Members also suggested encouraging the faculty members to register NPTEL course on Accreditation and Outcome Based Learning.
- It is resolved to conduct workshops for all faculty members on themes related to revised accreditation framework, curriculum design and delivery and Assessment & Evaluation. It is also resolved to encourage all the faculty members to enhance their knowledge by registering NPTEL course on Accreditation and Outcome Based Learning. It is also further resolved to sensitize the faculty members about the knowledge up gradation 5n revised accreditation framework.

### **Agenda Item 8:** IQAC quality initiative 2022 - 23 (tentative)

#### **Resolution:**

- IQAC Coordinator informed about various quality initiatives planned for the AY: 2022-2023 and received valuable suggestions from the members present.
- Feedback collected on curriculum for the year 2021-2022 was presented and discussed. All parameters are found satisfactory.
- The members suggested the possible solutions to make the modifications in these areas accordingly.
- Student Satisfaction Survey (SSS) questionnaire parameters were presented and informed about, the SSS is mandatory to submit AQAR for NAAC Accreditation during the assessment Years. The report of SSS was presented

### **Agenda Item 9:** Any other matter with permission of chairperson.

#### **Resolution:**

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## FOLLOWING IQAC COMMITTEE MEMBERS (2022-23) ATTENDED ON 07-10-2022

SR NO	NAME OF THE MEMBER	DESIGNATION	POSTION IN IQAC	SIGN
1	Dr.G Rama Chandra Reddy	PRINCIPAL	CHAIRPERSON	
2	Mr. Swamy Rao Kulkarni	HEAD TRAINING AND PLACEMENTS	COORDINATOR OF IQAC	
3	Mr.I Shravan Kumar	MANAGING DIRECTOR	MEMBER	
4	Dr.Y Jayaprada	DIRECTOR-HR	MEMBER	
5	Dr. S Kishore Reddy	HEAD,DEPT OF ECE	MEMBER	
6	Dr. T Kranti Kumar	HEAD,DEPT OF EEE	MEMBER	
7	Dr.Y Ramesh Babu	HOD OF MECH	MEMBER	
8	Dr. Kotte Shailaja	HOD OF H&S	MEMBER	
9	Dr.B Nayeema	HOD OF MBA	MEMBER	
10	Dr. Sk.Shakeer Basha	HOD OF CSE	MEMBER	
11	Dr. V Nagaraju	ASSOC.PROF OF ECE	MEMBER	
12	Ms.M Ragini	ASST.PROF OF EEE	MEMBER	
13	Dr.P Sundeeep	ASSOC.PROF OF H&S	MEMBER	
14	Dr. N Ramana Reddy	ASST.PROF OF MBA	MEMBER	
15	Mr.A Shankar	ASST.PROF OF MECH	MEMBER	
16	Mr.M Sathish	EXAMBRANCH INCHARGE	MEMBER	
17	Mr.R K Naidu	LIBRARIAN	MEMBER	
18	Dr. Nilang trivedi	DRDO F-SCIENTIST	MEMBER	
19	Mr. G S Shravan Kumar	PLACEMENT COORDINATOR	MEMBER	
20	Mr. S Pitchi Reddy	ADMINISTRATIVE OFFICER	MEMBER	
21	K Venkatesh,,Sarpanch, Gunthapally (Village)	LOCAL AREA SARPANCH	MEMBER	
22	D Goutham shetty , Wipro-Senior project engineer	ALUMNI NOMINEE	MEMBER	
23	M Sakshith Reddy,IV CSE, 20Q61A0539	STUDENT NOMINEE	MEMBER	

IQAC Coordinator

Principal

PRINCIPAL

Avanathi Institute of Engineering and Technology

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Ref No: AIET/IQAC/2022-2023 /02

Date: 17.04.2023

To  
The Members of IQAC  
Avanthi Institute of Engineering and Technology  
Gunthapally(v),Hyd

## CIRCULAR

This is to inform all the members of the college IQAC committee meeting will be scheduled in the conference room on 19-04-2023 at 11AM, to discuss the following points.

### AGENDA:

1. Minutes and actions of IQAC meeting held on 07.10.2022
2. Preparations for NAAC Accreditation
3. Proposal for continuous monitoring of CO Attainment through Attendance Registers.
4. Discussion on Final year student Projects
5. AQAR submission and Approval for 2021-22 academic year
6. Framing of Research policies for promoting research culture and organization of Conferences/ Workshop/FDP/STTP etc
7. Planning of Transport facility for non-residential students
8. Review of Academic Audit Report of 2021-22
9. Certification- programs
10. Any other item with permission of chairman

Copy To:

1. The Principal
2. All HODs
3. IQAC Members
4. All College academic committee members

  
IQAC Coordinator



Principal

**PRINCIPAL**

Avanthi Institute of Engg. & Tech  
Guntihapally (V), Abdullapurmet (Mdi) R.R.D



## Internal Quality Assurance Cell (IQAC)

Ref No: AIET/IQAC/2022-2023/02

Dates: 19-04-2023

### IQAC Minutes of Meeting

IQAC coordinator Mr. Swamy Rao Kulkarni extended a warm, welcome to the IQAC members. The Coordinator, IQAC again proposed and confirmed to conduct the IQAC meeting two times in an academic year. The Principal and IQAC Coordinator requested all the members for open house discussion on academic excellence and promote quality aspects in academic institutions. The following decisions (agenda wise) were taken after detailed discussions among the members in the meeting.

**Agenda Item 1:** To review the minutes of IQAC meeting held on 25.07.2022

**Resolution:**

The members reviewed the IQAC minutes of meeting held on 25.07.2022 and approved the same.

**Agenda Item 2:** Preparations for NAAC Accreditation

**Resolution:**

- IQAC Committee Coordinator, Mr. Swamy Rao Kulkarni briefed the members regarding the preparatory work in view of NAAC Peer Team visit for Institutional Accreditation. The Coordinator, IQAC highlighted the importance of showcasing various activities of student clubs, professional society activities, teaching-learning and evaluation, self learning activities, faculty development activities, facilities available, knowledge resources, etc.
- It is resolved by the committee to showcase all the activities related to student development, faculty development, teaching-learning and evaluation, professional society activities, available facilities and knowledge resources. The HODs are appraised to showcase the research funding, research publications, revenue generated through consultancy, innovative projects by students to inform the committee regarding the continuous improvement activities.
- Further, all the members suggested the importance of highlighting the efforts put on by the Institution for continuous improvement. The committee expressed its satisfaction on the progress of the preparatory work for institutional accreditation by NAAC.

**Agenda Item 3:** Proposal for continuous monitoring of CO Attainment through Attendance Registers.

**Resolution:**

- Mr. Swamy Rao Kulkarni, Coordinator IQAC, suggested to record CO attainment after the session examination in the attendance register for appropriate action for improvement.
- He also suggested to including the sheet for digitization and emphasized on having a feedback mechanism on quality of question papers from students and faculty.

Coordinator - IQAC suggested auditing the CO attainment twice a semester.



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### Agenda Item 4: Discussion on Final year student Projects

#### Resolution:

• Mr. Swamy Rao Kulkarni, Coordinator, IQAC has enquired about the status of B.Tech Final year students projects. He has stressed all the heads of the department to entrust quality projects to the students. Further he requested the heads to conduct project reviews as per University guide lines.

### Agenda Item 5: AQAR Submission and Approval for 2021-22 Academic years

#### Resolution:

• AQAR 2021-2022 has been submitted and duly approved on 22-Aug-2022 by the governing body members.

### Agenda Item 6: Framing of Research policies for promoting research culture and organization of Conferences/Workshop/FDP/STTP etc

#### Resolution:

- The IQAC Coordinator suggested that research culture should be inculcated in academics and he also stressed the importance of strengthening the Industry Institute interaction to bridge the gap between academics and industry need.
- He also expressed the key role of research in academic institutions and requested all the faculty to be active in the research activities. He also believed that the faculty with the research back ground can think out of box which in turn benefits the students.

### Agenda Item 7: Planning of Transport facility for non-residential students

#### Resolution:

• IQAC Coordinator and all the heads of department informed that non residential students are facing travelling problem to reach campus on time due to poor public transport services. The suggestion of providing transport facility to students is accepted by all the members. The IQAC Coordinator has stressed the frequent problems faced by the students and faculty in college transport buses and requested the chair to solve the problems.

Mr. Swamy Rao Kulkarni appreciated the efforts made by College Transport in charges in rendering their duties effectively in smooth running of college bus transport system.

### Agenda Item 8: Review of Academic Audit Report of 2021-2022

#### Resolution:

Coordinator, IQAC complimented all the HODs and the auditors for their active cooperation and necessary remedial measures after the academic audit of every semester. Members expressed satisfaction over the process of academic audit and aspects audited as part of academic audit. The members stressed upon the success and informed that, the continuous improvement of any Institution depends on the well planned audit of the academic departments.

• IQAC coordinator highlighted the importance of academic audit and the preparedness of each department for the process of audit. Coordinator, IQAC and other members expressed their satisfaction over the preparedness of each department for the successful completion of academic audit.

  
PRINCIPAL





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- It is resolved by the committee to continue the academic audit at the end of every odd and even semester, as this audit will help the departments to document and showcase different activities related to student development, faculty development, research contributions, teaching-learning and evaluation and professional society activities. It is also resolved to continue the template of the academic audit as it encourages the competitiveness among various departments and comprehensively audit the various academic components of each department.

### **Agenda Item 9:** Certification- programs

#### **Resolution:**

- Coordinator, IQAC has informed about the importance of certification by NPTEL of our students and faculty members in the pursuit of quality. He also said that number of registrations in NPTEL courses from faculty members is very less in number.
- The IQAC Coordinator instructed all the heads of the departments that every faculty member must register for at least one NPTEL course and complete at the earliest. It has been decided to compensate the registration fees for faculty members to obtain certification from NPTEL.

### **Agenda Item 10:** Any other matter with permission of chairperson.

#### **Resolution:**

The meeting ended on an assertion by all members as accepting the advice given by the Director to meet regularly over informal discussion about the status of the work completed.

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19	Mr. G S Shravan Kumar	PLACEMENT COORDINATOR	MEMBER	
20	Mr. S Pitchi Reddy	ADMINISTRATIVE OFFICER	MEMBER	
21	K Venkatesh,,Sarpanch, Gunthapally (Village)	LOCAL AREA SARPANCH	MEMBER	
22	D Goutham shetty , Wipro-Senior project engineer	ALUMNI NOMINEE	MEMBER	
23	M Sakshith Reddy,IV CSE, 20Q61A0539	STUDENT NOMINEE	MEMBER	M.Sakshith

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