



AVANTHI INSTITUTE OF ENGINEERING AND TECHNOLOGY

(Approved by A.I.C.T.E., New Delhi, & Permanently Affiliated to J.N.T.U.K., Kakinada)

NAAC "B++" Accredited Institute

Cherukupally (Village), Near Tagarapuvalasa Bridge, Bhogapuram (Mandal), Vizianagaram -531162.

www.aietta.ac.in, principal@aietta.ac.in

Internal Quality Assurance Committee (2019-2020)

S. No	Position	Designation	Name of the Member
1	Chairperson	Head of the Institution	Dr.S.N.V.Ganesh
2	Coordinator IQAC	Professor & Head of CSE	Dr. Gandhi Satyanarayana
3	Member	Member of GB	Mr.I. Shravan Kumar
4	Members	Vice Principal & HOD EEE	Mr.A.Arjuna Rao
		Assoc.Prof & HOD ECE	Mr.V.Siva Bhaskara Rao
		Assoc.Prof & HOD Mechanical	Dr.B.Avinash Ben
		Professor of CSE	Dr.A.Chandra Sekhar
		Prof & HOD S &H	Mr.J.R.G.Patnaik
		Head of ECE	Mr.V.Siva Bhaskar Rao
		Assoc. Prof of ECE	Mrs.K.Syamala
		Asst.Prof of EEE	Mrs.K.Praveena
		Asst.Prof of S & H	G.Chinna Rao
		Prof of S&H	Dr.R.Swapna
		Asst. Prof of CSE	Mr.A.Vasudeva Rao
		Asst.Prof of Mech	Mr.SK.H.Sharief
Exam Cell Incharge	Mrs.K.Praveena		
5	Industry Members	WNS Central Head Visakhapatnam	R.L.Narayana, Central Head
6	Senior Administrative Officers	Placement Officer	Mr.M.Rupu Sundara Rao
		Administrative officer	Mr. M.S.Santosh Kumar
7	Nominee from	Local society	Mr.R.Appala Narsayya Sarpanch, Cherukupally (Village)
		Alumni	Mr.V.Vidya Sagar SBI, Deputy Manager
		Student	L.Gayathri II Year, CSE



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Functions & Responsibilities:

- a) Parameters for various academic and administrative activities of the institution.
- b) Facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process;
- c) Collection and analysis of feedback from all stakeholders on quality-related institutional processes;
- d) Dissemination of information on various quality parameters to all stakeholders;
- e) Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles;
- f) Documentation of the various programmes / activities leading to quality improvement;
- g) Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices;
- h) Development and maintenance of institutional database through MIS for the purpose of maintaining /enhancing the institutional quality;
- i) Periodical conduct of Academic and Administrative Audit and its follow-up
- j) Preparation and submission of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC.

G. Subramanyam
IQAC Coordinator



[Signature]
Principal

PRINCIPAL
AVANTHI INSTITUTE OF ENGG. & TECH
Cherukupally (V), Chittivalasa (SAU)
Bhogapuram (M),
Vizianagaram (Dist.)-531162



Ref No: AIET/IQAC/2019-2020 /01

Date: 17.07.2019

To
The Members of IQAC
Avanthi Institute of Engineering and Technology
Cherukupally (Village), Near Tagarapuvalasa Bridge

CIRCULAR

This is to bring to your kind notice that the Internal Quality Assurance Cell (IQAC) meeting of Avanthi Institute of Engineering And Technology will be organized on 22.07.2019 at 10.00 AM in IQAC cell. All the following members are requested to be present for the meeting without fail.

Agenda:

1. Minutes and actions of IQAC meeting held on 08.5.2019
2. Progress on Teaching and Learning Methodologies
3. Industry participation
4. Result Analysis of each course and semester
5. Research, Consultancy and publications
6. Academic auditing & schedules
7. External training for final year students
8. Any other item with permission of chairman

G. Satyanarayana
Dr.Gandi Satyanarayana
(IQAC Coordinator)

sh
Chairman

Copy to:

1. Principal office
2. All Concerned members
3. All HoD's
4. Notice board, IQAC

PRINCIPAL
AVANTHI INSTITUTE OF ENGG. & TECH
Cherukupally (V), Chittivalasa (SAO)
Bhogapuram (M),
Vizianagaram (Dist.)-531162



Internal Quality Assurance Cell (IQAC)

Ref No: AIET/IQAC/2019-2020 /01

Date: 22.07.2019

IQAC Minutes of Meeting

IQAC coordinator Dr.Gandi Satyanarayana extended a warm welcome to the IQAC members. 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 08.5.2019

Resolution: The members reviewed the IQAC minutes of meeting held on 12.3.2020 and approved the same.

Agenda Item 2: Progress of Teaching and Learning

Resolution:

- The IQAC committee reviewed the Outcome Based Education (OBE) that was followed by all the departments. It was observed that some new professional electives were introduced in most of the programs that cater to industry needs
- The committee decided to introduce some more electives in a phased manner for industry readiness whenever there is an opportunity
- The committee also decided to see that the faculty upgrades their knowledge and skills in those areas.

Agenda Item 3: Industry participation

Resolution: The committee has resolved to organize industrial visits and seminars involving industry experts.

Agenda Item 4: Result Analysis

Resolution:

- The committee requested respective HODs to improve students' performance through actions such as Conducting additional classes, doubt-clearing/clarification sessions.
- The committee informed the faculty to analyze the results and to appreciate the toppers from each branch by giving prizes.
- The committee resolved to implement remedial classes for the average and below average students.



Agenda Item 5: Research, Consultancy and Research projects

Resolution:

- Principal informed all the concerned members to complete research proposals in time and submit utilization certificate
- The co-coordinator of R&D has requested all HODs to inform the faculty members who are Doctorates to actively involve themselves in research activities such as publishing their work in referred journals and obtaining funded research projects.
- It was resolved to organize a seminar on How to write a research paper
- It was decided by the IQAC members to collaborate with other departments and involve actively in research publications.

Agenda Item 6: Academic auditing schedules

Resolution: The audit report presented and accepted by the committee will be forwarded to principal and the governing body members.

Agenda Item 7: External training for final year students

Resolution:

- It was decided to organize an external training program by Face Academy for the final year students.
- To provide company specific training in technical, aptitude, verbal and soft skills.

Agenda Item 8: Any other matter with permission of chairperson.

Resolution: The committee decided to meet at regular intervals in formal / informal manner to enhance IQAC institutionalization

Signatures:

S.No	Name of the Member and Designation	Role	Signature
1	Dr.S.N.V.Ganesh Principal, AIET	Chairman	
2	Mr.I. Shravan Kumar Member of GB, AIET	Member	
3	Dr.A.Chandra Sekhar Professor and HOD CSE	Member	
4	Mr.A.Arjuna Rao Vice Principal & HOD EEE	Member	
5	Mr.V.Siva Bhaskara Rao Assoc.Prof & HOD ECE	Member	



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6	Dr.B.Avinash Ben Assoc. Prof & HOD Mechanical	Member	
7	Dr.V.Sai Prasanth Prof & HOD MBA	Member	
8	Mr.J.R.G.Patnaik Prof & HOD S &H	Member	
9	Mrs.K.Syamala Asst. Prof of ECE	Member	
10	Mr.B.Anand Swaroop Asst. Prof of EEE	Member	
11	G.Chinna Rao Asst. Prof of S & H	Member	
12	Dr.R.Swapna Prof of S&H	Member	
13	Mr.A.Vasudeva Rao Asst. Prof of CSE	Member	
14	Mr.SK.H.Sharief Asst. Prof of Mech	Member	
15	Mrs.K.Praveena Exam Cell Incharge	Member	
16	Mr. R.L.Narayana WNS Central Head, Industry Member	Member	
17	Mr.M.Rupu Sundara Rao Placement Officer	Member	
18	Mr. M.S.Santosh Kumar Administrative officer	Member	
19	Mr.R.Appala Narsayya Sarpanch	Member	
20	Mr.V.Vidya Sagar SBI, Deputy Manager, Alumni	Member	
21	L.Gayathri Student ,II CSE,19Q71A0587	Member	
22	Dr. Gandhi Satyanarayana Professor & IQAC Coordinator	Member Secretary	

Dr.Gandhi Satyanarayana
Coordinator, IQAC

Principal



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Ref No: AIET/IQAC/2019-2020 /02

Date: 06.11.2019

To

The Members of IQAC

Avanathi Institute of Engineering and Technology

Cherukupally (Village), Near Tagarapuvalasa Bridge

CIRCULAR

This is to bring to your kind notice that the Internal Quality Assurance Cell (IQAC) meeting of Avanathi Institute of Engineering and Technology will be conducted on 12.11.2019 at 10.00 AM in the conference hall of college. All the members of IQAC are requested to attend for the meeting without fail.

Agenda:

1. Review of activities during 2019-2020.
2. Student Feedback & Analysis - Action taken.
3. IQAC quality initiative 2019-2020 (tentative)
 - a. Research Promotion Initiatives.
 - b. Workshops on Entrepreneurship, Skill development human values and ethics.
 - c. Faculty incentives for research publications.
 - d. ICT Tools using in Teaching and learning process.
4. Collaboration with other industries and institutions.
5. Final Year Student Projects.
6. Any other item with permission of chairman

Thank you,

G. Satyanarayana

Dr. Gandhi Satyanarayana
(IQAC Coordinator)

[Signature]
Chairman

PRINCIPAL
AVANTHI INSTITUTE OF ENGG. & TECH
Cherukupally (V), Chittivalasa (SAO)
Bhogapuram (M),
Vizianagaram (Dist.)-531162

Copy to:

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2. All Concerned members
3. All HoD's
4. Notice board, IQAC



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Internal Quality Assurance Cell (IQAC)

RefNo: AIET/IQAC/2019-2020 /02

Date: 12.11.2019

IQAC Minutes of Meeting

IQAC coordinator Dr.Gandi Satyanarayana extended a warm welcome to the all IQAC members. 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 10.06.2019

- The members reviewed the IQAC minutes of meeting held on 10.06.2019 and approved the same.

Agenda Item 2: IQAC Coordinator presented the following activities during 2019-2020.

- Feedback collected on curriculum for the year 2019-2020 was presented and discussed
All parameters found satisfactory.
- The members suggested the possible solutions to make the modifications in these areas accordingly and forwarded same to the higher authorities.
- 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 and accepted with satisfaction and approved by the members of IQAC.

Agenda Item 3: IQAC coordinator informed about various quality initiatives planned for the AY: 2019-2020 and received valuable suggestions from the members present.

- In association with Research Promotion Initiatives.
- Calendar wise events for the conduction of workshop on Entrepreneurship, Skill development, human values and ethics.
- To implement ICT tools in the class room in Teaching and learning process.
- To conduct Workshops on Entrepreneurship, Skill development human values and ethics
- Faculty incentives for research publications.
- Training programs for non-teaching staff on computer skills to be conducted.

Agenda Item 4: Collaboration with other industries and institutions

- Dr.Avinash Ben, HOD Mechanical has discussed the collaboration with other



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institutes and industries for the promotion of research and student exchange activities. Few sample copies of Memorandum of Understandings (MOUs) are put forward in the meeting. It is suggested to improve the MOUs with industries.

Agenda Item 5: Final Year student projects

- Dr.Gandi Satyanarayana Coordinator (IQAC) has enquired about the status of B.Tech Final year student's projects. He has advised the entire HOD's of the department to the quality projects. Further, he suggested the HOD's to conduct project reviews as per guidelines.
- Members are advised to review the project report at least 3 times.
- The documentation of the project should include vision, mission, and quality policy of the college and should be followed by OBE.

Agenda Item 6: Any other item with permission of chairperson

- Members are suggested to meet at regular intervals in formal / informal manner to enhance IQAC institutionalization

Signatures:

S.No	Name of the Member and Designation	Role	Signature
1	Dr.S.N.V.Ganesh Principal, AIET	Chairman	
2	Mr.I. Shravan Kumar Member of GB, AIET	Member	
3	Dr.A.Chandra Sekhar Professor and HOD CSE	Member	
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5	Mr.V.Siva Bhaskara Rao Assoc. Prof & HOD ECE	Member	
6	Dr.B.Avinash Ben Assoc.Prof & HOD Mechanical	Member	
7	Dr.V.Sai Prasanth Prof & HOD MBA	Member	
8	Mr.J.R.G.Patnaik Prof & HOD S &H	Member	
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11	G.Chinna Rao Asst. Prof of S & H	Member	G.C.L. Rao
12	Dr.R.Swapna Prof of S&H	Member	Swapna
13	Mr.A.Vasudeva Rao Asst. Prof of CSE	Member	
14	Mr.SK.H.Sharief Asst. Prof of Mech	Member	
15	Mrs.K.Praveena Exam Cell Incharge	Member	
16	Mr. R.L.Narayana WNS Central Head, Industry Member	Member	
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21	L.Gayathri Student ,II CSE,19Q71A0587	Member	
22	Dr. Gandhi Satyanarayana Professor & IQAC Coordinator	Member Secretary	

G. Satyanarayana,
(Dr.Gandhi Satyanarayana)
Coordinator, IQAC


Principal



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Ref No: AIET/IQAC/2019-2020 /03

Date: 10.06.2020

To

The Members of IQAC

Avanathi Institute of Engineering and Technology


Cherukupally (Village), Near Tagarapuvalasa Bridge

CIRCULAR

This is to bring to your kind notice that the Internal Quality Assurance Cell (IQAC) meeting of Avanathi Institute of Engineering And Technology will be organized online on 15.06.2020, at 10.00 AM. The link will be shared soon. All the following members are requested to attend for the meeting without fail.

Agenda:

1. Review the minutes of IQAC previous meeting held on 12.11.2019
2. Review & Strengthening of teaching-learning process in the AY 2019-2020
3. Webinars, FDPs and conferences to be conducted / attended online.
4. Campus placement trainings
5. Any other item with permission of chairperson


Dr. Gandhi Satyanarayana
(IQAC Coordinator)


Chairman

PRINCIPAL
AVANTHI INSTITUTE OF ENGG. & TECH
Cherukupally (V), Chittivalasa (SAO)
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Internal Quality Assurance Cell (IQAC)

Ref No: AIET/IQAC/2019-2020 /03

Date: 15.06.2020

IQAC Minutes of Meeting

IQAC coordinator Dr. Gandhi Satyanarayana welcomed all the IQAC members. The following decisions (agenda wise) were taken after detailed discussions among the members in the meeting via virtual mode. Due to the pandemic situation the classes were carried out online.

Agenda Item 1: Review the minutes of IQAC previous meeting held on 12.11.2019

Resolution: The members reviewed the IQAC minutes of meeting held on 12.11.2019 and approved the same.

Agenda Item 2: Review & Strengthening of teaching-learning process via virtual mode in the AY 2019-2020

Resolution:

- Reviewed Result analysis of each course and semester`
- The committee reviewed the implementation of planning regular files by all the departments to maintain the required documents of teaching in prescribed formats
- The committee decided to collect feedback from Students/Alumni / employer/any other stake holder to improvise on teaching- leaning activity
- Every faculty should use ICT tools like Google meet, Google spread sheets etc.

Agenda Item 3.Seminars, FDPs, conferences to be conducted / attended

Resolution: IPR & Research methodology should be focused as part of FDPs for all the faculty members through virtual mode.

Agenda Item 4: Campus placement training to the students`

Resolution:

- The committce suggested campus placement training team to conduct training programs well in advance to enhance their job opportunities via virtual mode.
- The members suggested the placement team to encourage slow learners and provide more opportunities to enhance their soft skills.
- The IQAC members informed the placement team to provide company specific training in verbal, aptitude, soft skills and technical skills to improve the average package.



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Agenda Item 5: Any other item with permission of chairperson

Resolution: The committee decided to meet at regular intervals in formal / informal manner to enhance IQAC institutionalization

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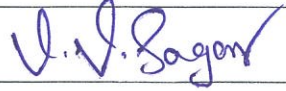
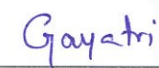
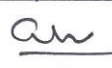
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20	Mr.V.Vidya Sagar SBI, Deputy Manager, Alumni	Member	
21	L.Gayathri Student ,II CSE,19Q71A0587	Member	
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(Dr.Gandi.Satyanarayana)
Coordinator, IQAC


Principal