Internal Quality Assurance Committee (2021-2022)

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. Gandi Satyanarayana
3	Member	Member of GB	Mr.I. Shravan Kumar
4	Member	Director , AIET	Dr.A.Chandra Sekhar
5	Members	Vice Principal & HOD EEE	Mr.A.Arjuna Rao
		Prof. of Mechanical Engg	Dr.B. Murali Krishna
		Assoc.Prof & HOD ECE	Mr.V.Siva Bhaskara Rao
		Assoc.Prof & HOD Mechanical	Dr.B.Avinash Ben
		Professor of CSE	Dr.Annepu Balakrishna
		Prof & HOD S &H	Mr.J.R.G.Patnaik
		Prof & HOD MBA	Dr.V.Sai Prasanth
		Assoc. Prof of ECE	Mrs.K.Syamala
		Assoc.Prof. of EEE	Dr.H.Mallessam Dora
		Asst.Prof of S & H	Dr.G.Chinna Rao
		Prof of S&H	Dr.R.Swapna
		Assoc.Prof. of ECE	Mrs.K.Syamala
		Asst.Prof. & HOD Civil Engg	Mr.R.Venkatesh
		Asst.Prof of Civil Engg.	Mrs.M.Sumathi
		Exam Cell Incharge	Mrs.K.Praveena
6	Industry Members	WNS Central Head Visakhapatnam	R.L.Narayana, Central Head
7	Senior Administrative Officers	Placement Officer	Mr.M.Rupu Sundara Rao
		Administrative officer	Mr. M.S.Santosh Kumar
8	Nominee from	Local society	Mr.R.Appala Narsayya Sarpanch, Cherukupally (Village)
		Alumni	Mr.V.Vidya Sagar SBI, Deputy Manager
		Student	L.Gayathri Student,II CSE, 19Q71A0587

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.

IQAC Coordinator

COORDINATOR, IQAC
AVANTHI INSTITUTE OF ENGG. & TECH.
Cherukupally (V), Near Tagarapuvalasa Bridge
Bhogapuram (M), Vizianagaram (D)-531162

Principal

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

Ref No: AIET/IQAC/2021-2022 /01   Date: 16.09.2021

To

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

CIRCULAR

This is to inform and invite all the members of IQAC to attend the Internal Quality Assurance Cell (IQAC) meeting of Avanthi Institute of Engineering And Technology on 22.09.2021 at 10.00 AM in the conference hall of college. All the members of IQAC are hereby informed to be present for the meeting without fail . The following points in the agenda will be discussed.

Agenda:

1. Minutes and actions of IQAC meeting held on 26.4.2021
2. Discussion regarding value added courses
3. Review of In-house R&D, consultancy
4. AQAR Preparations for 2020-21 academic year
5. Suggestions for the academic planning
6. Revision of CO, PO attainment reports
7. Review of Placements for Final year students
8. Industry -Institution collaboration
9. Any other item with permission of chairman

Dr.Gandi Satyanarayana
(IQAC Coordinator)

COORDINATOR, IQAC
AVANTHI INSTITUTE OF ENGG. & TECH.
Cherukupally (V), Near Tagarapuvalasa Bridge
Bhogapuram (M), Vizianagaram (D)-531162

Copy to:

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

Chairman

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

Avanthi Institute of Engineering and Technology

Internal Quality Assurance Cell (IQAC)

Ref No: AIET/IQAC/2021-2022 /01   **Date: 22.09.2021**

IQAC Minutes of Meeting

IQAC coordinator Dr.Gandi Satyanarayana   welcomed all the members of IQAC. 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 18.5.2021

Resolution: The members reviewed the IQAC minutes of meeting held on **18.5.2021** and approved the same.

Agenda Item 2: Discussion regarding value added courses

- The plan of introducing value added courses for B.Tech students was tabled during discussion and the same was accepted by the heads of all departments.

- As per the discussions made it was decided to introduce value added courses namely MATLAB ,Internet of Things and Smart Grid for EEE students ,ANSYS and PRO-E for Mechanical students ,PLC/SCADA/DCS, Tanner tools, IC designing using Microwind and Computer network security for ECE students, Cyber security, Full stack Development, Android Applications, MongoDB and Webpage Development for CSE students from II B.Tech onwards.

Agenda Item 3: Review of In-house R&D, consultancy

Resolution:

- Coordinator presented the list of the faculty research publications in various indexed Journal to the committee. The committee discussed at length and noted the improvement in quality research publications and stressed on the importance of funded research projects and consultancy works.

- It was resolved to continue the incentives for quality research publications, sponsored projects & consultancy works and it was also resolved to provide incentives for UGC approved journals to encourage the faculty members to contribute for research .

- It was also resolved to put a mandate for all the professors to apply for at least one sponsored research project per year.

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Agenda Item 4: AQAR preparations for 2020-2021 Academic Year

Resolution:

- The meeting started with the particular focus on latest AQAR format as per NAAC guidelines With NAAC approaching in 2023, it was discussed to look into speedy filling up of AQAR at regular intervals.

- 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 and Evaluation, Research Consultancy & Extension Activities, Infrastructure and Learning Resources ,Governance, Leadership & Administrative Activities, Innovations & Best Practices. The committee discussed in detail and noted the importance of timely submission of AQAR.

Agenda Item 5 : Suggestions given for the academic planning

Resolution:

- It was suggested that the required data should be collected and filled by teachers, societies and other resources like library, sports etc.

- Academic calendar of IQAC for the session, 2021-2022 was discussed. It was decided to give suggestions to different departments to have various kinds of activities under the IQAC.

Agenda Item 6: Revision of CO, PO attainment reports

Resolution:

- Members reviewed the CO, PO attainment reports and deliberated upon the various ways of measuring the CO, PO attainments.

- All the members highlighted the importance of revising the existing reports and initiation of a comprehensive attainment reports of CO and PO to implement continuous improvement strategies.

Agenda Item 7: Review of Placements for Final year students

Resolution:

- It was resolved to reinforce the basic aspects of Computer Science to all the students in general and to Mechanical and Electrical & Electronics Engineering students in particular to tap the job potential of software sector.

- It is also further resolved to sensitize the students about the demand and supply

requirements in software jobs. It is also resolved to offer Computer Programming as Open Elective Course for all the students who would like to improve their coding skills and are eligible for placement.

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

Agenda Item 8: Industry -Institution collaboration

- The Committee decided to collaborate with Grafx IT Solutions and organize industry-Institution meets internships, Research Project work, etc. To keep the students updated with the company norms and to bridge the gap between institute-industry

Agenda Item 9: 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	Dr. Gandi Satyanarayana Professor & HOD CSE IQAC Coordinator	Member Secretary	
3	Mr.I. Shravan Kumar Member of GB, AIET	Member	
4	Dr.A.Chandra Sekhar Director,AIET	Member	
5	Mr.A.Arjuna Rao Vice Principal & HOD EEE	Member	
6	Mr.V.Siva Bhaskara Rao Assoc.Prof & HOD ECE	Member	
7	Dr.B.Avinash Ben Assoc.Prof & HOD Mechanical	Member	
8	Mr.R.Venkatesh Asst.Prof & HOD Civil Engg	Member	
9	Dr.V.Sai Prasanth Prof & HOD MBA	Member	
10	Mr.J.R.G.Patnaik	Member	

Avanthi Institute of Engineering and Technology

	Prof & HOD S &H		
11	Mrs..K.Syamala Assoc. Prof. of ECE	Member	
12	Dr.B.Murali Krishna Prof. of Mechanical Engg.	Member	
13	Dr.G.Chinna Rao Assoc. Prof. of S & H	Member	
14	Dr.R.Swapna Prof of S&H	Member	
15	Dr.Annepu Balakrishna Prof. of CSE	Member	
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19	Mr. R.L.Narayana WNS Central Head, Industry Member	Member	
20	Mr.M.Rupu Sundara Rao Placement Officer	Member	
21	Mr. M.S.Santosh Kumar Administrative officer	Member	
22	Mr.R.Appala Narsayya Sarpanch	Member	
23	Mr.V.Vidya Sagar SBI, Deputy Manager, Alumni	Member	
24	L.Gayathri Student ,II CSE,19Q71A0587	Member	

G. Satyanarayana

Dr.Gandi Satayanarayana

Coordinator, IQAC

COORDINATOR, IQAC
AVANTHI INSTITUTE OF ENGG. & TECH.
Cherukupally (V), Near Tagarapuvalasa Bridge
Bhogapuram (M), Vizianagaram (D)-531162

Principal

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

Ref No: AIET/IQAC/2021-2022 /02　　　　　　　　　　　　**Date: 22.12.2021**

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 28.12.2021 at 10.00 AM in the conference hall of college. All the members of IQAC are requested to be present for the meeting without fail .

Agenda:

1. Minutes and actions of IQAC meeting held on 22.09.2021
2. Research, consultancy and quality Journal paper publications
3. Discussion on Proper utilization of Library Services
4. Discussion on Internships
5. Discussion on Tech Fest (GYAN) and Republic Day celebrations
6. Seminars, FDPs, conferences and workshops to be conducted / attended
7. Discussion on Green Audit, Environmental Audit
8. Any other item with permission of chairman

Dr.Gandi Satyanarayana

(IQAC Coordinator)

COORDINATOR, IQAC

AVANTHI INSTITUTE OF ENGG. & TECH.

Cherukupally (V), Near Tagarapuvalasa Bridge

Bhogapuram (M), Vizianagaram (D)-531162

Chairman

PRINCIPAL

AVANTHI INSTITUTE OF ENGG. & TECH

Cherukupally (V), Chittivalasa (SAO)

Bhogapuram (M),

Vizianagaram (Dist.)-531162

Copy to:

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

Internal Quality Assurance Cell (IQAC)

Ref No: AIET/IQAC/2021-2022 /02   Date: 28.12.2021

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 22.09.2021

Resolution: The members reviewed the IQAC minutes of meeting held on 22.09.2021 and approved the same.

Agenda Item 2: Research, consultancy and quality Journal paper publications

Resolution:

- Based on the audit report of the Academic year 2021-2022 ,the committee informed that very less number of papers were published by the faculty and directed the faculty to publish at least one paper for semester

- It was decided that Dean R&D should make sure that the papers get published in reputed national and international journals for strengthening future R&D activities

- To advise all faculty members to apply for funded projects / consultancy work .

- To provide seed money to faculty to perform R&D work and publish in peer reviewed journals.

Agenda Item 3: Discussion on proper utilization of Library services

- As per the remarks made by the library utilization committee regarding less utilization of library services, it was directed to the Principal ,HOD's and other committee members to inform the students to make use of the various materials including books, journals and E-content for enhancing their knowledge and skills.

Agenda Item 4: Discussion on Internships

Resolution:

- The committee decided to encourage students of Electrical & Electronics Engineering and Mechanical Engineering to do their internships at LMS(Learning Management System) and Computer Science Engineering do their internships at

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GIT(Grafx IT Solutions Pvt.Ltd).

- The committee decided to encourage the mandatory internships for Students in Govt. and reputed Private companies in line

- It was suggested to all the HOD's to take initiation from their side and see that every student participates and gets benefitted from these internships

Agenda Item 5 : Discussion on Two day Technical Fest (GYAN) and Republic Day celebrations

Resolution:

- The IQAC coordinator informed the committee members to celebrate Republic Day by inviting former Director Dr.Chandu Subba Rao as Chief guest

- It was resolved to organize Two day Technical Fest(GYAN) in the month of March.

- It was decided to encourage and guide students, to participate in various Technical Events like Presentations, Poster Presentation, Technical Quiz, Project Expo etc.

Agenda Item 6: Seminars, FDPs, conferences and workshops to be conducted / attended

Resolution:

- The coordinator (IQAC) highlighted that the number of Workshops / FDPs organized by departments were satisfactory and informed the faculty members to participate in many more such programmes to enhance their knowledge and skills and to be updated with the latest technology.

- IPR & Research methodology should be focused as part of FDPs / Workshops for knowledge gaining and for research.

- Exclusive activities for non-teaching staff need to be conducted

- The committee suggested that both the teachers and students need to be encouraged to participate in extension activities recognized by Government bodies.

Agenda Item 7: Discussion on Green Audit and Environmental Audit

Resolution:

- As per NAAC Developed Policy , It aims to analyze Green Practices with in the college which will have an impact on the eco-friendly ambience which promotes in holistic development of the students

- IQAC coordinator suggested to implement the Green and Environmental practices to

develop a sustainable eco system on the campus and   present the report to the Auditor.

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	Dr. Gandi Satyanarayana Professor & HOD CSE IQAC Coordinator	Member Secretary	
3	Mr.I. Shravan Kumar Member of GB, AIET	Member	
4	Dr.A.Chandra Sekhar Director,AIET	Member	
5	Mr.A.Arjuna Rao Vice Principal & HOD EEE	Member	
6	Mr.V.Siva Bhaskara Rao Assoc.Prof & HOD ECE	Member	
7	Dr.B.Avinash Ben Assoc.Prof & HOD Mechanical	Member	
8	Mr.R.Venkatesh Asst.Prof & HOD Civil Engg	Member	R.Venkatesh.
9	Dr.V.Sai Prasanth Prof & HOD MBA	Member	
10	Mr.J.R.G.Patnaik Prof & HOD S &H	Member	
11	Mrs..K.Syamala Assoc. Prof. of ECE	Member	
12	Dr.B.Murali Krishna Prof. of Mechanical Engg.	Member	
13	Dr.G.Chinna Rao Assoc. Prof. of S & H	Member	
14	Dr.R.Swapna Prof of S&H	Member	
15	Dr.Annepu Balakrishna Prof. of CSE	Member	
16	Dr.H.Mallessam Dora Assoc. Prof. of EEE	Member	

17	Mrs.M.Sumathi Asst.Prof. of Civil Engg.	Member	
18	Mrs.K.Praveena Exam Cell Incharge	Member	
19	Mr. R.L.Narayana WNS Central Head, Industry Member	Member	
20	Mr.M.Rupu Sundara Rao Placement Officer	Member	
21	Mr. M.S.Santosh Kumar Administrative officer	Member	
22	Mr.R.Appala Narsayya Sarpanch	Member	
23	Mr.V.Vidya Sagar SBI, Deputy Manager, Alumni	Member	
24	L.Gayathri Student ,II CSE,19Q71A0587	Member	

Dr.Gandi Satayanarayana

Coordinator, IQAC

COORDINATOR, IQAC

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Principal

PRINCIPAL

AVANTHI INSTITUTE OF ENGG. & TECH

Cherukupally (V), Chittivalasa (SAO)

Bhogapuram (M),

Vizianagaram (Dist.)-531162

Ref No: AIET/IQAC/2021-2022 /03   Date: 29.03.2022

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 06.04.2022 at 10.00 AM in the conference hall of college. All the members are requested to be present for the meeting without fail .

Agenda:

1. Minutes and actions of IQAC meeting held on 28.12.2021

2. Preparations of AICTE approval for new programmes for 2021-22 Increase in intake of CSE(AIML) branches

3. Discussion on Certification- programs

4. To improve the quality student admissions

5. To arrange the feedback forms for various stakeholders of the institute

6. To provide the self-assessment templates for faculty

7. Discussion on Lab Maintenance

8. Any other item with permission of chairman

Dr.Gandi Satyanarayana

(IQAC Coordinator)

COORDINATOR, IQAC

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Copy to:

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3. All HoD's
4. Notice board, IQAC

Chairman

PRINCIPAL

AVANTHI INSTITUTE OF ENGG. & TECH

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Bhogapuram (M),

Vizianagaram (Dist.)-531162

Avanthi Institute of Engineering and Technology

Internal Quality Assurance Cell (IQAC)

Ref No: AIET/IQAC/2021-2022 /03   **Date: 06.04.2022**

IQAC Minutes of Meeting

IQAC coordinator Dr.Gandi Satyanarayana commenced the meeting with a note of welcome to all 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 28.12.2021

Resolution: The members reviewed the IQAC minutes of meeting held on 28.12.2021 and approved the same.

Agenda Item 2: Preparations of AICTE approval for new programmes for 2021-22 Increase in intake of CSE(AIML) branches

Resolution:

- Coordinator, IQAC and other members advised to apply for a new B. Tech. programme- in Artificial Intelligence and Machine Learning (AI&ML) and mentioned that there would be a huge explosion in data and its applications and a career in the field of AI&ML can be very promising as Big Data Engineer, Business Intelligence Developer, Data Scientist, Machine Learning Engineer, Research Scientist, AI Data Analyst, AI Engineer and, Robotics Scientist.

- It was also resolved to apply for an increase in intake of B. Tech. Programme in CSE to180 as there are many opportunities for the IT graduates because of the ever increasing demand of human resources for software industry.

- It was also suggested to have a specific job description on AI&ML worldwide and graduating students would be recruited by reputed industries like Microsoft, Amazon, Goldman Sachs, Oracle GBU, Cisco, Dell Technologies, Accenture, among others.

- It was also mentioned that the graduates of the program can pursue higher education and research at premier national or international universities with a great future in research. It is also suggested by the members to increase the intake of B. Tech CSE(AIML)

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Agenda Item 3: Certification- programs

Resolution:

- Coordinator IQAC has informed about the importance of certification by NPTEL for the students and faculty members in the pursuit of quality.

- IQAC coordinator said that the number of registrations in NPTEL courses from faculty members is very less in number. He further instructed all the heads of the departments to ensure that every faculty member of the department must register for at least one NPTEL course and complete it at the earliest. It has been decided to compensate the registration fees for faculty members to obtain certification from NPTEL.

Agenda Item 4 : To improve the quality Student Admissions

Resolution:

- The Coordinator IQAC, solicited the initiatives to be taken to improve the quality intake with the advent of increase in number of Government and Private Universities in the state. The committee discussed at length on various aspects to attract quality students into the institution.

- It was resolved by the committee to continue the scholarships to meritorious students and to take the Institution to the next level by encouraging the students to participate in National level project exhibitions and contests.

- It was also resolved to make the public aware of the note worthy features of the Institution and quality benchmarks of the institution. Further, all the members suggested the improvement in placements by maximum conversion of all the eligible students with training of the students in technical, aptitude and soft skills

Agenda Item 5: To arrange the feedback forms for various stakeholders of the institute
Resolution:

Feedback responses for various stakeholders like students, parents and other stakeholders will be arranged by IQAC.

Agenda Item 6: To provide the self-assessment templates for faculty
Resolution:

- Self-assessment templates for the faculty of the institute have been made and are to be circulated among the departments of the institute.

Agenda Item 7: Discussion on Lab maintenance

Resolution:

- IQAC team observed that the laboratories are not maintained properly , It was resolved   and informed to the concerned that every lab should maintain stock registers, maintenance registers and complaint registers.

- It was informed to the HOD's to take appropriate steps regarding monitoring and maintenance of lab.

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	Dr. Gandi Satyanarayana Professor & HOD CSE IQAC Coordinator	Member Secretary	
3	Mr.I. Shravan Kumar Member of GB, AIET	Member	
4	Dr.A.Chandra Sekhar Director,AIET	Member	
5	Mr.A.Arjuna Rao Vice Principal & HOD EEE	Member	
6	Mr.V.Siva Bhaskara Rao Assoc.Prof & HOD ECE	Member	
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10	Mr.J.R.G.Patnaik Prof & HOD S &H	Member	

11	Mrs..K.Syamala Assoc. Prof. of ECE	Member	
12	Dr.B.Murali Krishna Prof. of Mechanical Engg.	Member	
13	Dr.G.Chinna Rao Assoc. Prof. of S & H	Member	
14	Dr.R.Swapna Prof of S&H	Member	
15	Dr.Annepu Balakrishna Prof. of CSE	Member	
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17	Mrs.M.Sumathi Asst.Prof. of Civil Engg.	Member	
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19	Mr. R.L.Narayana WNS Central Head, Industry Member	Member	
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21	Mr. M.S.Santosh Kumar Administrative officer	Member	
22	Mr.R.Appala Narsayya Sarpanch	Member	
23	Mr.V.Vidya Sagar SBI, Deputy Manager, Alumni	Member	
24	L.Gayathri Student ,II CSE,19Q71A0587	Member	

Dr.Gandi Satayanarayana

Coordinator, IQAC

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Principal

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