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AVN INSTITUTE OF ENGINEERING & TECHNOLOGY
PATEL GUDA, IBRAHIMPATNAM (M), R.R.Dist., 501510, T.S
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Date: 8/01 /2022

CIRCULAR

INTERNAL QUALITY ASSURANCE CELL (IQAC) COMMITTEE

This is to inform all the members of Internal Quality Assurance Cell (IQAC) Committee, that there will be a Committee meeting at 12:00 pm on 11th Jan, 2022.
Venue: Block -B Seminar hall

Agenda of the Meeting:

Development of Quality benchmark / parameters for various academic and administrative activities of the meeting.

- Encouraging the students and faculty to register for on-line courses organized by NPTEL, which will be useful in getting good job, students can also register for Mooc's programmes.
- Faculty Feedback
- Students satisfaction survey
- Extension Activities
- Slow Learners
- Industry Institute Interaction
- R&D activities
- Eco-friendly campus
- Discussion on using mentoring books for each student, which will be used for all the four years and contains full data about the student.
- R&D activities
- Industry Institute Interaction
- Any other matter with the permission of chair.

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Mangalpally (V), Patelguda (MP),
Ibrahimpatnam (M), R.R. Dist., T.S.

Members:

S.No	Faculty name	Department	Designation
1	Dr. Harikrishna Kamathan	Principal	Chairperson
2	Dr.Indira Priyadarsini	CSE	Director, IQAC
3	Dr.Raveendranadh Singh	HOD,CSE	Member
4	Dr.Suresh	HOD,ECE	Member
5	Dr.Kasi Rekha	HOD,CE	Member
6	Dr.A.V. Hari Babu	HOD,ME	Member
7	Dr.R.S .Naik	H&S	Member
8	Sri A Pavan reddy	Management Representative	Member
9	Dr.J. Narsaiah	Academic expert	Member
10	Mr.Venugopal Rao	Chief Administrative officer	Member
11	Mr.Ch Prabhakar	Accounts officer	Member
12	Dr.Jagan	Academic expert	Member
13	Mr.K.Sharath kumar	CSE	Member
14	Mr.V.Sudheer	Mechanical	Member
15	Ms.G.Srilaxmi	CIVIL	Member
16	Mr.B.Kishore babu	HOD,(Humanities &Sciences)	Member
17	Mr.R.Shankar	Revenue assistant	Member
18	Sri Ch.Rami Reddy	Nominee from industry	Member
19	Mr.D.Chandu	Nominee from Student	Member

Pndira
Director IQAC

[Signature]
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No.AVNIET/2021/IQAC/MOM/01
MINUTES OF MEETING OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC) DATED
11TH JAN 2022, TIME:12:00PM, VENUE: CONFERENCE HALL

Members Present:

S.No	Faculty name	Department	Designation
1	Dr. Harikrishna Kamathan	Principal	Chairperson
2	Dr.Indira Priyadarsini	CSE	Director, IQAC
3	Dr.Raveendranadh Singh	HOD,CSE	Member
4	Dr.Suresh	HOD,ECE	Member
5	Dr.Kasi Rekha	HOD,CE	Member
6	Dr.A.V. Hari Babu	HOD,ME	Member
7	Dr.R.S .Naik	H&S	Member
8	Sri A Pavan reddy	Management Representative	Member
9	Dr.J. Narsaiah	Academic expert	Member
10	Mr.Venugopal Rao	Chief Administrative officer	Member
11	Mr.Ch Prabhakar	Accounts officer	Member
12	Dr.Jagan	Academic expert	Member
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14	Mr.V.Sudheer	Mechanical	Member
15	Ms.G.Srilaxmi	CIVIL	Member
16	Mr.B.Kishore babu	HOD,(Humanities &Sciences)	Member
17	Mr.R.Shankar	Revenue assistant	Member
18	Sri Ch.Rami Reddy	Nominee from industry	Member
19	Mr.D.Chandu	Nominee from Student	Member

The meeting was hosted by Dr. Indira Priyadarsini Director IQAC.

Encouraging the students and faculty to register for on-line courses organized by NPTEL, which will be useful in getting good job, students can also register for Mooc's programmes.

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Faculty Feedback

- A review of verbal and written feedback report submitted by HODs were taken.
- It was decided to check course file, PPT content and lecture notes of the faculty having average and poor feedback.

Students satisfaction survey

- It was decided to collect feedback from students through online. A questionnaire need be prepared as per the NAAC guidelines.

Extension Activities

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Extension Activities

- It was decided to organize more extracurricular activities such as tree plantation, Swachh Bharat Abhiyan, Blood Donation Camp and Water harvesting.
- It was appreciated that NSS wing of the college successfully completed second phase of "Haritha Haram", a program initiated by Govt of Telengana.

Slow Learners

- It was discussed to conduct special classes for slow learners. A methodology adapted to identify the slow learners and road map to improve them was prepared and circulated to HODs.

Industry Institute Interaction

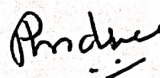
- To strengthen the Industry Institute Interaction Committee recommended increasing the frequency of Industrial visits, Expert lectures, and Industrial exposure training from Industry persons to explore the various practical aspects of industrial development to the students.

R&D activities

- Departments were required to initiate the funding for major and minor research projects from government and other funding agencies.

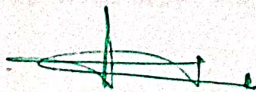
Mentor Activities:

- It is decided to print mentoring books which will be stated in the first year and the same can be handed over to the second year teacher. The book contains, attendance, Mid sessional marks, curricular and co-curricular activities publications etc. Each and every student will be guided and counseled regularly so that students will be regular and at too low an undertaking from the parent & student can be taken to see that the student attendance and overall behaviour will be improved.


Director IQAC

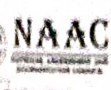
Copy to:

1. Governing Body
2. Chairman
3. Principal
4. All HODs
5. Office
6. All IQAC Members.



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No. AVNIET/2021/IQAC/MOM/02

MINUTES OF MEETING OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC) DATED 11TH NOV 2021, TIME 11:00AM, VENUE: CONFERENCE HALL.

Members Present:

S.No	Faculty name	Department	Designation
1	Dr. Harikrishna Kamathan	Principal	Chairperson
2	Dr. Indira Priyadarsini	CSE	Director, IQAC
3	Dr. Raveendranadh Singh	HOD, CSE	Member
4	Dr. Suresh	HOD, ECE	Member
5	Dr. Kasi Rekha	HOD, CE	Member
6	Dr. A.V. Hari Babu	HOD, ME	Member
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13	Mr. K. Sharath kumar	CSE	Member
14	Mr. V. Sudheer	Mechanical	Member
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18	Sri Ch. Rami Reddy	Nominee from industry	Member
19	Mr. D. Chandu	Nominee from Student	Member

The meeting was hosted by Dr. Indira Priyadarsini Director IQAC,


To review the status of accreditation's.

Dean IQAC has given the status of the NAAC. NAAC data has to be updated for the current academic year. Principal has insisted that the departments should be ready for the coming NAAC inspection

Review the outcome of faculty development programs conducted.

Principal reviewed the participation of faculty members in various training programs and suggested the HoD's to follow-up with those departments lagging behind in conducting the training programs.

The HOD'S informed that there is an increase in FDPs conducted and organised during COVID period, as per the AICTE policy.


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To review the status of NAAC DVV

Dean IQAC has given the status of the NAAC DVV and updates the current academic year data.

Preparation for next semester

HODs were informed to prepare department wise academic calendar and event planner in line with the college academic calendar.

HODs were instructed to prepare the student hand book for coming semester.

It is emphasized that subject faculty must follow Blooms taxonomy levels in the preparation of question bank and lesson plan.

AQAR report for the academic year 2020-21

It is decided to prepare AQAR report for the academic year 2020-21 as per the latest format provided by NAAC.

As per the NAAC Guidelines, all the HEIs need to submit AQAR in online mode only.

Hence all IQAC coordinators were informed to submit the details of their respective departments for further compilation and submission.

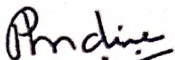
Improvement in Pass Percentage of the Students

All the faculty members are adopting Innovative Teaching Methodologies and conduction Tutorials or Remedial Classes for Slow Learners and Average Performers

Providing Support for academically Weak Students

The students are classified into Advanced Learners, Slow Learners and Average Performers and special care and counselling is taking place by the faculty members for slow learners

The meeting ended with a formal vote of thanks proposed by IQAC Director Dr. Indira Priyadarsini


Director IQAC

Copy to:

1. Governing Body
2. Chairman
3. Principal
4. All HODs
5. Office
6. All IQAC Members.



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Changanassery (M), R.R. Chit, TS.