

## INTERNAL QUALITY ASSURANCE CELL


VLITS/IQAC/2018/1

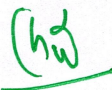
Date: 07/03/2018


### CIRCULAR

The following IQAC members are requested to conduct Internal Academic Audit for first semester of academic year 2017-18 as per the given schedule and submit the report to the Chairperson of IQAC. Further all IQAC members are informed to attend IQAC meeting scheduled on 21.03.2018, 2 PM at Principal chamber. All the Heads of the Departments are directed to make the necessary arrangements.

S. No	Date of Audit	Name of the Department	Name of the Member	Designation
1	12-03-2018	CSE	Mr.M.Suman	HoD-ECE
			Mr. Janardhan Rao Alapati	Coordinator-IT
2	13-03-2018	ECE	Dr. N. Srinivasa babu	HoD-MECH
			Mr. P V Ramana	Coordinator -BS&H
3	14-03-2018	EEE	Mr. Sayana Veera Venkata Konda Babu	HoD-CIVIL
			Dr. G. Nageswara Rao	Coordinator- MECH
4	15-03-2018	IT	Mr. M. Venkata Sudarsan	HoD-EEE
			Mr. Vijaya Vardhan Karcharla	Coordinator-ECE
5	16-03-2018	MECH	Dr. A.Naresh	HoD-CSE
			Mr. Aala Satyanarayana	Coordinator -CIVIL
6	17-03-2018	CIVIL	Mr. K.Srinivasa Rao	HoD-MCA
			Mr Ratna kanth N	Coordinator -MCA
7	19-03-2018	MCA	Dr. M Ravi Kumar	HoD-BS&H
			Ms. U.Usha Rani	Coordinator-CSE
8	20-03-2018	S&H	Dr. M. Ravi Shankar	HoD-IT
			Mr. Mopidevi Hanumantha rao	Coordinator-EEE

  
Dr. P Bhaskara Rao  
Dean, IQAC

  
Dr. K. Phaneendra Kumar  
Chairperson, IQAC & Principal  
M.Tech;Ph.D.,

  
Dr. K. Phaneendra Kumar  
Principal  
M.Tech;Ph.D.,

Copy to:

All HoDs and IQAC members

**PRINCIPAL**  
Vignan's Lara Institute of Technology & Science  
VADLAMUDI-522 213, Guntur, A.P., India

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# VIGNAN'S LARA INSTITUTE OF TECHNOLOGY & SCIENCE

Approved by AICTE New Delhi & Affiliated to JNTUK Kakinada

## INTERNAL QUALITY ASSURANCE CELL

VLITS/IQAC/MOM/2018/1

Date: 21.03.2018

### MINUTES OF IQAC MEETING

The 1<sup>st</sup> IQAC meeting for Academic Session 2017-18 was held on 21<sup>st</sup> March 2018, 2 PM at Principal chamber. The IQAC members of the institution attended the meeting.

#### **Agenda:**

1. Analyses of Academic audit report
2. NSS activities

#### **Members Present:**

S.No.	Name of the Member	Designation	Position
1	Dr. K Phaneendra Kumar	Principal	Chairperson
2	Dr. A.Naresh	HoD-CSE	Member
3	Dr. M. Ravi Shankar	HoD-IT	Member
4	Mr. Suman Muttineni	HoD-ECE	Member
5	Mr.M Venkata Sudarsan	HoD-EEE	Member
6	Mr. Sayana Veera Venkata Konda Babu	HoD-CIVIL	Member
7	Dr. M Ravi Kumar	HoD-BS&H	Member
8	Mr. Srinivasa Rao Katta	HoD-MCA	Member
9	Mr Y Ratna Babu	Incharge, Examination Section	Member
10	Ms.G.Lalitha	Dean-T&P	Member
11	Ms U. Usha Rani	Associate Professor-CSE	Member
12	Mr. Janardhan Alapati	Associate Professor-IT	Member
13	Mr. Vijaya Vardhan Kancharla	Associate Professor -ECE	Member
14	Mr.Mopidevi Hanumantharao	Associate Professor -EEE	Member
15	Dr. G Nageswara Rao	Professor-MECH	Member
16	Mr. Aala Satyanarayana	Assistant Professor-CIVIL	Member
17	Mr. P V Ramana	Associate Professor-BS&H	Member
18	Mr. Ratna Kanth Nelapati	Assistant Professor-MCA	Member
19	Mr. P Kotaiah	Librarian	Member
20	Mr. R. Sambaiah	Finance Officer	Member



S.No.	Name of the Member	Designation	Position
21	Mr. K. Chandra sekhar	Physical Director	Member
22	Mr. V. Ramamohan Rao	Management representative	Member
23	Mr. P Dileep Kumar CEO-INDO-NACOP	Industry representative	Member
24	Mr. K.Sai Dileep Reddy	Student	Member
25	Ms.A.Harika	Student Alumni	Member
26	Dr. P BhaskaraRao	Professor -MECH	Dean, IQAC

The Chairperson Dr. K Phaneendra Kumar welcomed the members for the meeting followed by a review presentation made by Dr. P Bhaskara Rao, Dean of IQAC. The following points were discussed in the meeting:

**Agenda 1: Analyses of Academic Audit report**

**Resolution 1:**

1. The committee resolved to adhere to the suggestion given by the academic audit committee held during 12-03-2018 to 20-03-2018.
2. The committee is resolved to conduct slow learners remedial classes for the improvements of academic performance of students.

**Agenda 2: NSS activities**

**Resolution 2:**

1. The committee is resolved to conduct NSS activities for society benefits and Health awareness.

The meeting came to an end at 5 pm with thanking note from Chairperson of IQAC.



S.No.	Name of the Member	Designation	Signature
1	Dr. K Phaneendra Kumar	Principal	
2	Dr. A.Naresh	HoD-CSE	
3	Dr. M. Ravi Shankar	HoD-IT	
4	Mr. Suman Muttineni	HoD-ECE	
5	Mr.M Venkata Sudarsan	HoD-EEE	
6	Mr. Sayana Veera Venkata Konda Babu	HoD-CIVIL	
7	Dr. M Ravi Kumar	HoD-BS&H	
8	Mr. Srinivasa Rao Katta	HoD-MCA	
9	Mr Y Ratna Babu	Incharge, Examination Section	
10	Ms.G.Lalitha	Dean-T&P	
11	Ms U. Usha Rani	Associate Professor-CSE	
12	Mr. Janardhan Alapati	Associate Professor-IT	
13	Mr. Vijaya Vardhan Kancharla	Associate Professor -ECE	
14	Mr.Mopidevi Hanumantharao	Associate Professor -EEE	
15	Dr. G Nageswara Rao	Professor-MECH	
16	Mr. Aala Satyanarayana	Assistant Professor-CIVIL	
17	Mr. P V Ramana	Associate Professor-BS&H	
18	Mr. Ratna Kanth Nelapati	Assistant Professor-MCA	
19	Mr. P Kotaiah	Librarian	
20	Mr. R. Sambaiah	Finance Officer	
21	Mr. K. Chandra sekhar	Physical Director	
22	Mr. V. Ramamohan Rao	Management representative	
23	Mr. P Dileep Kumar CEO-INDO-NACOP	Industry representative	
24	Mr. K.Sai Dileep Reddy	Student	
25	Ms.A.Harika	Student Alumni	
26	Dr. P Bhaskara Rao	Professor -MECH	

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1. All HoDs
2. IQAC members