



# VIGNAN'S LARA

INSTITUTE OF TECHNOLOGY & SCIENCE

Approved by AICTE New Delhi & Affiliated to JNTUK Kaknada  
Vadlamudi - 522 213, Guntur District

## INTERNAL QUALITY ASSURANCE CELL

VLITS/IQAC/2019/1

Date: 05/03/2019

### CIRCULAR

The following IQAC members are requested to conduct Internal Academic Audit for first semester of academic year 2018-19 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 20.03.2019, 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	11-03-2019	CSE	Mr.M.Suman	HoD-ECE <i>M.S</i>
			Mr. Ratna Kanth Nelapati	Coordinator -MCA <i>NR</i>
2	12-03-2019	ECE	Mr. K.Srinivasa Rao	HoD-MCA <i>KSR</i>
			Mr.Mopidevi Hanumantharao	Coordinator -EEE <i>HM</i>
3	13-03-2019	EEE	Mr. S.V.V. Konda Babu	HoD-CIVIL <i>SB</i>
			Ms U. Usha Rani	Coordinator -CSE <i>UR</i>
4	14-03-2019	IT	Dr. P. Bhaskara Rao	HoD-MECH <i>BR</i>
			Mr. Vijaya Vardhan Kancharla	Coordinator -ECE <i>JK</i>
5	15-03-2019	MECH	Dr. A.Naresh	HoD-CSE <i>AN</i>
			Mr. Sajja Siva	Coordinator -Civil <i>SS</i>
6	16-03-2019	CIVIL	Mr.M Venkata Sudarsan	HoD-EEE <i>MS</i>
			Dr. G Nageswara Rao	Coordinator -MECH <i>GN</i>
7	18-03-2019	MCA	Dr. M Ravi Kumar	HoD-BS&H <i>MR</i>
			Mr. P V Ramana	Coordinator -S&H <i>PR</i>
8	19-03-2019	S&H	Dr.S. Venkata Satya Santhi	HoD-IT <i>SV</i>
			Mr. JanardhanRao Alapati	Coordinator -IT <i>JA</i>

*oal*  
Dr. P Bhaskara Rao  
Dean, IQAC

*Chw*  
Dr. K. Phaneendra Kumar  
M.Tech;Ph.D.,

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

Copy to:  
All HoDs and IQAC members

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## INTERNAL QUALITY ASSURANCE CELL

VLITS/IQAC/MOM/2019/1

Date: 20.03.2019

### MINUTES OF IQAC MEETING

The 4<sup>th</sup> IQAC meeting for Academic Session 2018-19 was held on 20<sup>th</sup> March, 2019, 2 PM at Principal chamber. The IQAC members of the institution attended the meeting.

#### Agenda:

1. Analyses of Academic audit report
2. FDP regarding awareness of IQAC Assessment and Accreditation
3. Action taken on the resolutions of 3<sup>rd</sup> IQAC meeting

#### 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. Venkata Satya Santhi S	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. Sajja Siva	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

S.No.	Name of the Member	Designation	Position
20	Mr. R. Sambaiah	Finance Officer	Member
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	HoD-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:**

Based on the suggestions of academic audit committee, the committee has resolved to recognize the faculty members when they produce 100% result.

### **2. FDP regarding awareness of IQAC Assessment and Accreditation**

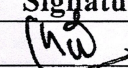
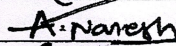
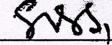


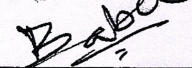
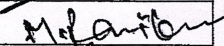
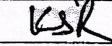
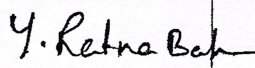
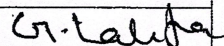
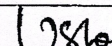
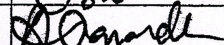

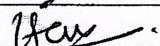
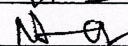
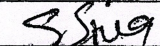

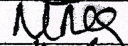
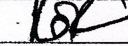
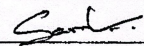
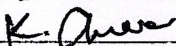
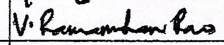
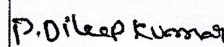
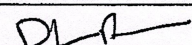
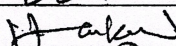
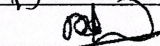
#### **Resolution 2:**

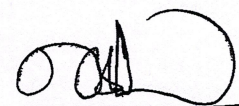
The committee resolved to organize an FDP for the benefit of the faculty to create awareness regarding IQAC Assessment and Accreditation.


### **Agenda 2: Action taken on the resolutions of 3<sup>rd</sup> IQAC meeting**

1. Institute approved to give Research incentive schemes of Rs.5000 for Journal publication and motivated Faculty members to attend more conferences.
2. Innovative projects done by the students are evaluated and given best project award.
3. Seminar on Learning Pedagogy on Teaching and Assessment Tools is conducted on 15.11.2018.

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. Venkata Satya Santhi S	HoD-IT	
4	Mr. Suman Muttineni	HoD-ECE	
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8	Mr. Srinivasa Rao Katta	HoD-MCA	
9	Mr Y Ratna Babu	Incharge, Examination Section	
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24	Mr. K.Sai Dileep Reddy	Student	
25	Ms.A.Harika	Student Alumni	
26	Dr. P BhaskaraRao	HoD-MECH	

  
Dr. P Bhaskara Rao  
Dean, IQAC

  
Dr. K Phaneendra Kumar  
Chairperson, IQAC & Principal  
Dr. K. Phaneendra Kumar  
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Copy to:

1. All HoDs
2. IQAC members

  
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