



VIGNAN'S LARA

INSTITUTE OF TECHNOLOGY & SCIENCE

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

INTERNAL QUALITY ASSURANCE CELL


VLITS/IQAC/2019/2


Date: 01/08/2019


CIRCULAR

The following IQAC members are requested to conduct Internal Academic Audit for second 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 17.08.2019, 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 | 06-08-2019 | CSE | Mr. Muttineni. Suman | HoD-ECE <i>MS</i> |
| | | | Mr. Ratna Kanth Nelapati | Coordinator -MCA <i>NR</i> |
| 2 | 07-08-2019 | ECE | Mr. Katta. Srinivasa Rao | HoD-MCA <i>KSR</i> |
| | | | Mr. Mopidevi Hanumantharao | Coordinator -EEE <i>HM</i> |
| 3 | 08-08-2019 | EEE | Dr. V. Laxman Narayana | HoD-IT <i>VLN</i> |
| | | | Ms. U. Usha Rani | Coordinator -CSE <i>UR</i> |
| 4 | 10-08-2019 | IT | Dr. P. Bhaskara Rao | HoD-MECH <i>PBR</i> |
| | | | Mr. Vijaya Vardhan Kancharla | Coordinator -ECE <i>VV</i> |
| 5 | 11-08-2019 | MECH | Dr. K. Venkateswara Rao | HoD-CSE <i>KVR</i> |
| | | | Mr. Sajja Siva | Coordinator -Civil <i>SS</i> |
| 6 | 12-03-2019 | CIVIL | Mr. M Venkata Sudarsan | HoD-EEE <i>MVS</i> |
| | | | Dr. G Nageswara Rao | Coordinator-MECH <i>GN</i> |
| 7 | 14-08-2019 | MCA | Dr. M Ravi-Kumar | HoD-BS&H <i>MRK</i> |
| | | | Mr. P V Ramana | Coordinator -S&H <i>PR</i> |
| 8 | 16-08-2019 | S&H | Ms. M. Jemimah Carmichael | HoD-Civil <i>MJC</i> |
| | | | Mr. Janardhan Rao Alapati | Coordinator -IT <i>JAR</i> |


Dr. P. Bhaskara Rao
Dean, IQAC


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


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

Copy to:

All HoDs and IQAC members

Vignans Lara Institute of Technology & Science
VADLAMUDI-522 213, Guntur, A.P., India

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INTERNAL QUALITY ASSURANCE CELL

VLITS/IQAC/MOM/2019/2

Date: 17.08.2019

MINUTES OF IQAC MEETING

The 5th IQAC meeting for Academic Session 2018-19 was held on 17th August, 2019, 2 PM at Principal chamber. The IQAC members of the institution attended the meeting.

Agenda:

1. Analyses of Academic audit report
2. Improving the academic performance of the students
3. Action taken on the resolutions of 4th IQAC meeting

Members Present:

| S.No. | Name of the Member | Designation | Position |
|-------|------------------------------|-------------------------------|-------------|
| 1 | Dr. K Phaneendra Kumar | Principal | Chairperson |
| 2 | Dr. K Venkateswara Rao | HoD-CSE | Member |
| 3 | Dr. V Laxman Narayana | HoD-IT | Member |
| 4 | Mr. Suman Muttineni | HoD-ECE | Member |
| 5 | Mr.M Venkata Sudarsan | HoD-EEE | Member |
| 6 | Ms. M Jemimah Carmichael | 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 |
| 20 | Mr. N Satyanarayana Murthy | Finance Officer | Member |
| 21 | Mr. K. Chandra sekhar | Physical Director | Member |

| S.No. | Name of the Member | Designation | Position |
|-------|-----------------------------------|---------------------------|------------|
| 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:

As per the suggestions of academic audit committee 06-08-2019 to 16-08-2019, the committee has resolved to use more blended learning and flipped leaning teaching learning methods.

Agenda2: Improving the academic performance of the students

Resolution 2:

The committee analyzed the academic results of the institute in the previous exams and resolved to improve the academic results of the institute by recognizing academic toppers.

Agenda 3: Action taken on the resolutions of 4th IQAC meeting

1. Two days FDP was conducted on Enhancing Excellence through Assessment and Accreditation on 17/06/2019&18/06/2019 by Prof. R Rajalakshmi, Professor and Dr.A.Sivakami, Associate professor. The FDP was very useful for the staff to understand importance and process of IQAC.
2. The institute implemented the policy to give Rs.5000/- for Faculty members who produce 100% results.

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. K Venkateswara Rao | HoD-CSE | |
| 3 | Dr. V Laxman Narayana | HoD-IT | |
| 4 | Mr. Suman Muttineni | HoD-ECE | |
| 5 | Mr.M Venkata Sudarsan | HoD-EEE | |
| 6 | Ms. M Jemimah Carmichael | 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. Sajja Siva | 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. N Satyanarayana Murthy | Finance Officer | |
| 21 | Mr. K. Chandra sekhar | Physical Director | |
| 22 | Mr. V. Ramamohan Rao | Management representative | |
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| 24 | Mr. K.Sai Dileep Reddy | Student | |
| 25 | Ms.A.Harika | Student Alumni | |
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Copy to:

1. All HoDs
2. IQAC members

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