



## KAMALA INSTITUTE OF TECHNOLOGY & SCIENCE

(Approved by AICTE & Affiliated to JNTUH)

Singapur, Huzurabad, T.S. 505468

Internal Quality Assurance Cell (IQAC)

### Minutes of 04<sup>th</sup> Internal Quality Assurance Cell Meeting

The 4<sup>th</sup> meeting of Internal Quality Assurance Cell was held on 27<sup>th</sup> Jan 2016 at 2.30 pm in the Committee room to discuss the following agenda.

#### Agenda:


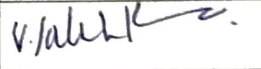
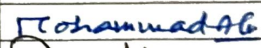



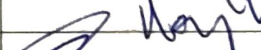



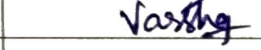

1. Approval of minutes of previous meeting
2. Review of R & D activities
3. PhD registration by faculty
4. Improving the facilities to physically challenged
5. Formation of SAC and Clubs
6. Review of Library facilities.
7. Decided to conduct programs for faculty by EDC
8. New workshop building
9. Participation in NIRF.
10. Change of IQAC members
11. Result analysis


#### Minutes of the meeting and resolutions:

1. Members approved the minutes of meeting held on 05<sup>th</sup> August 2015 and actions taken after the meeting.
2. Resolved that research culture must be inculcated among the students and faculties and the R&D cell should review its activities.
3. Members suggested motivating faculty members to register for Ph.D
4. Members appreciated the initiatives taken for providing facilities to physically challenged students. Further they suggested for improvement in the existing facilities.
5. Decided to start a Student Activity Centre (SAC) and student clubs like Robotics Club, Cultural Club, and Photography Club etc. to unveil the inherent talent of the students.
6. Members reviewed the number of Text books, Reference books, Journals, e-books, e-journals etc., available in central library and suggested to further improve the number.
7. Resolved that EDC should take initiative and conduct entrepreneurship programs for staff members also in addition to student programs.
8. It was proposed that a new workshop is to be built.

9. Members advised to take part in NIRF ranking and the institute should take inputs for quality improvement based on the parameters considered in NIRF.
10. Mrs. V. Sharmila, who took charge of head of ECE department, was welcomed as a new member in IQAC in place of Sri. B. Ramesh.
11. Members discussed and analyzed the results of previous end semester examinations.

Following members were present during the meeting:

S.No	Category	Designation	Name of Member	Signature
1.	Chairperson	Principal	Prof. K. Shanker	
2.	Management Member	Secretary & Correspondent	Sri. V. Satish Kumar	
3.	Faculty Members	HoD CE	Dr. Mohammad Ali	
		HoD EEE	Sri. Y.Y. Pundalik	
		HoD ECE	Mrs. V.Sharmila	
		HoD CSE	Dr.K. Ravindra Babu	
		HoD H&S	Dr. V. Rajeshwar Rao	
4.	Administrative Officer	Registrar	Sri. P Venkataiah	
5.	Local Community	Advocate	Sri. P.V Harihar Rao	
6.	Student	Roll No.12281A0141	Ms.B. Varsha	
7.	Alumni	Managing Director, MR Energies, Hyderabad	Mr. M. Anil Reddy	
8.	IQAC Coordinator	Prof. & Head MED	Dr. M.V. Satish Kumar	

  
**IQAC Coordinator**  
 Dr. M.V. Satish Kumar  
 Professor & Head, MED

  
**Chair Person**  
 Prof. K. Shanker  
 Principal, KITS Singapur




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**ACTION TAKEN REPORT**

The following actions have been taken for the resolutions made in the IQAC meeting held on 23<sup>rd</sup> Jan 2016.

1. R&D cell further improved their initiatives towards giving awareness to the students and staff about different possibilities of involving themselves in research.
2. Few staff members have registered for Ph.D at different Universities.
3. The facilities for the physically challenged were further improved.
4. Student activity centre and photography club has been started and students were suggested to participate in above said clubs.
5. Few more books and journals were added to the library.
6. Two weeks program "Training of Trainers on entrepreneurship development" (ToT-ED) was organized by EDC during 1<sup>st</sup> February to 13<sup>th</sup> February 2016.
7. Construction of new workshop has been started and work is in progress.
8. Application was sent to National Institutional Ranking Framework for NIRF ranking.

  
**IQAC Coordinator**  
Dr. M.V. Satish Kumar

  
**Chair Person**  
Prof. K. Shanker