



## KAMALA INSTITUTE OF TECHNOLOGY & SCIENCE

(Approved by AICTE & Affiliated to JNTUH)

Singapur, Huzurabad, T.S. 505468

Internal Quality Assurance Cell (IQAC)

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### Minutes of 05<sup>th</sup> Internal Quality Assurance Cell Meeting

The 05<sup>th</sup> meeting of Internal Quality Assurance Cell was held on 27<sup>th</sup> July 2016 at 11.30 am in the Committee Hall of the collage.

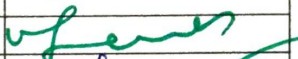



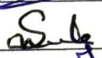



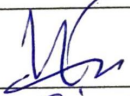


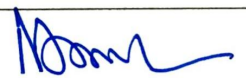
#### Agenda:

1. Approval of minutes of previous meeting.
2. Learner-centric environment
3. Industry institute interaction
4. Membership in professional societies
5. Verification of stock and laboratory records
6. Departmental events
7. Proposal for KITSOZEN'16.
8. Result analysis.
9. Review of AAC reports.
10. Review of hostel facilities.

#### Minutes of the meeting and resolutions:

1. All the members approved the minutes of meeting held on 25<sup>th</sup> Jan 2016 and actions taken based on minutes drawn.
2. Members suggested for creating learner-centric environment and faculty maturation for participatory teaching and learning process.
3. Resolved to improve the industry institute interaction by way of signing more number of MoUs and increasing the number of students undergoing Internships. Members felt that internship in even small organizations should be encouraged
4. Resolved to encourage faculty members to get membership of relevant professional societies
5. Members appreciated the practice of annual stock verification of all laboratories and suggested to constitute the internal verification teams to check the working condition of the equipment and its records.
6. To continue to organize FDP's/Workshops/conferences/ student fests in all departments
7. Members discussed about organizing KITSOZEN'16.
8. Members discussed and analyzed the results of previous end semester examinations.
9. Members reviewed the reports submitted by AAC and gave their suggestions for further improvement of the Departments and other Cells in all aspects.
10. Facilities at the hostel were reviewed by the members. It was felt by the members that Solar water heater system should be implemented in both boys and girls hostels.

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	Dr. 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	14281A0301	Mr. V. Ajay	
7.	Alumni	Managing Director, MR Energies, Hyderabad	Sri. 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 27<sup>th</sup> July 2016.

1. Few departments have signed MoUs with industries and students were encouraged to undergo internship in those organizations.
2. Professional bodies incharge Sri. Y.Y.Pundalik has given circulars to all Head of the Departments to encourage their faculty members to get membership of relevant professional societies
3. Internal verification teams were constituted to verify the stock in the laboratory and they have also inspected the working condition of the equipment in each laboratory.
4. Few departments have organized FDP's, Workshops and student fests.
5. Due to some unavoidable circumstances KITSOZEN'16 was postponed and decided to organize in 2017
6. Head of the Departments were given the reports of AAC and asked to take the action where ever necessary.
7. Solar water heater systems were installed in both boys and girls hostels as a part of improving facilities in hostels.
8. C.S.E & IT departments were congratulated for securing good pass percentage in previous end semester exams and E.C.E department was suggested to take necessary action to improve results by next semester.

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

**Chair Person**  
Prof. K. Shanker