



KAMALA INSTITUTE OF TECHNOLOGY & SCIENCE

(Approved by AICTE & Affiliated to JNTUH)

Singapur, Huzurabad, T.S. 505468

Internal Quality Assurance Cell (IQAC)

Minutes of 07th Internal Quality Assurance Cell Meeting

The 07th meeting of Internal Quality Assurance Cell was held on 24th July 2017 at 2.00 pm in the Committee Room of the institute.

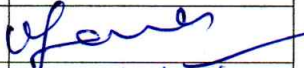

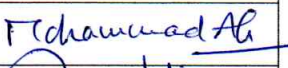


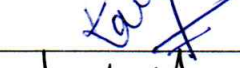

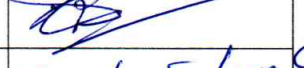






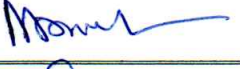

Agenda:


1. Approval of minutes of previous meeting.
2. Encouragement for Quality Publications
3. Outcome based Education.
4. Question papers & Assignments with Bloom's Taxonomy.
5. Multi disciplinary faculty development Programs.
6. Improve the e-class room facilities.
7. Insurance policy for students.
8. Result analysis.
9. Student counseling.
10. Review of AAC reports.


Minutes of the meeting and resolutions:

1. Approval of minutes of Meeting held on 9th Jan 2017 and action taken after the meeting.
2. Decided to encourage staff members by rewarding them for publishing good quality papers.
3. It was resolved that staff members should be given awareness about Outcome Based Education Resolved to organize expert lectures/Workshop on outcome based education.
4. Decided to encourage staff members in improving the quality of assignments and mid-term examinations by following Bloom's Taxonomy.
5. Members advised departments to jointly organize faculty development programs of multi discipline in nature to give research directions.
6. Members advised the departments should improve the existing e-class room facility and staff members should use ICT methods for better teaching-learning process.
7. Members suggested taking up insurance policy for all the students.
8. Members discussed and analyzed the results of previous end semester examinations
9. Members appreciated the student counseling system and suggested to further strengthen the system by aiming at overall personality development of the student.
10. Members reviewed the reports submitted by AAC and gave their suggestions for further improvement of the Departments and other Cells in all aspects

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. | Employer | TCS Academic Relations Manager | Sri. Richard King Chatragadda |  |
| 9. | Industry | DGM, NTPC, Ramagundam | Sri. G. Rajith Kumar |  |
| 10. | Stake holder (Parent) | Super indent Engineer KTPP, Bhupalpally | Sri.E.Chandramouli |  |
| 11. | IQAC Coordinator | Prof. & Head MED | Dr. M.V. Satish Kumar |  |
| 12 | Faculty incharge, IQAC | Assoc. Professor, Dept. of ECE | Sri. B. Ramesh |  |


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 24th July 2017.

1. Few of the staff members who have published papers in UGC approved journals have been given the financial support.
2. A workshop was organized on Outcome Based Education by inviting Prof. Aravind R Bhagath Patil on 27th and 28th of October 2017.
3. All the faculties were instructed to use Bloom's Taxonomy in preparing assignments and mid-term examination papers.
4. A program named "CARES-17" was jointly organized by Mechanical Engineering and EEE departments during 6th to 11th November 2017.
5. All the departments have improved the facilities in e-class rooms by buying new curtains projectors and screens.
6. Insurance policy for all the students of institute was taken up.
7. HODs were asked to inform their staff members to motivate their counseling students for their overall personality development.


IQAC Coordinator
Dr. M.V.Satish Kumar


Chair Person
Prof. K. Shanker