



KAMALA INSTITUTE OF TECHNOLOGY & SCIENCE
(Approved by AICTE & Affiliated to JNTUH)
Singapur, Huzurabad, T.S. 505468
Internal Quality Assurance Cell (IQAC)

Minutes of 11th Internal Quality Assurance Cell Meeting

The 11th meeting of Internal Quality Assurance Cell was held on 14th August 2019 at 2.00 pm in the IQAC room.

Agenda:



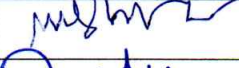



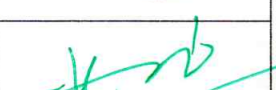


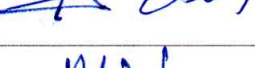



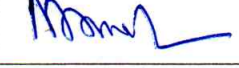

1. Approval of previous minutes of meeting.
2. Initiation for preparation of AQAR
3. Change of IQAC members.
4. Applying for NBA.
5. Research publications by staff and students.
6. Strategic plan for five years(committee to be formed)
7. Strengthening Internal Evaluation system.
8. Value added programs.
9. Awareness on Patents.
10. Improving number of MoUs.
11. Alumni meetings at department level.
12. Review of KITSOZEN-19.

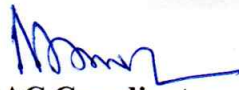
Minutes of the meeting and resolutions:


1. Approval of minutes of meeting held on 19th January 2019 and action taken report.
2. Members congratulated for obtaining a good NAAC grade for the institution and appreciated the efforts made by the entire team. Members suggested to initiate the process of preparing AQAR.
3. Dr. N.V. Deshpande took charge as head of Civil Engineering department in place of Dr. Mohammad Ali and Dr. B. Ramesh, Faculty Incharge of IQAC took charge as head of ECE department in place of Dr. V. Sharmila. Both of them were welcomed by members of IQAC.
4. After successful completion of NAAC accreditation process, members suggested to initiate the process of applying for NBA.
5. It was decided to encourage faculty members to publish papers in good quality journals and also decided to encourage students to publish journals based on their final year projects.
6. Members suggested to draft and implement an institute level strategic plan for the forth coming five years.
7. It was resolved that internal evaluation system is to be further strengthened.
8. Members advised to conduct value added programs by all departments.
9. It was decided to conduct programs to give awareness on patents and patenting.
10. Members suggested that every department should have a minimum of 5 MoUs and also suggested to make the MoUs active.

11. Members advised that alumni meets and interactions are to be organized at departments' level also, in addition to central level.
12. Coordinators and their team members of KITSOZEN 19 were congratulated for the successful conduction. Further it was reviewed and suggestions for better conduction of future activities were sought by the team.

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. N.V. Deshpande	
		HoD EEE	Dr. Y.Y. Pundalik	
		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	16281A0512	Mr. G. Abhignan	
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 & Head, ECE	Dr. 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 11th IQAC meeting held on 14th August 2019

1. IQAC Coordinator and other members of IQAC were informed to take initiative in collecting the data and preparing AQAR of the institution.
2. As two professors Dr.N.V. Deshpande and Dr. B. Ramesh took charge as Heads of the Department for Civil Engineering and ECE departments respectively. Their names were included in the IQAC in place of old members representing those departments.
3. An Institute level NBA committee has been formed with Professor K.Shanker, Principal as chairman, Dr.V.Rajeshwar Rao HOD H&S as convener and Dr.M.V.Satish kumar HOD ME, Dr.B.Ramesh HOD ECE as coordinators.
4. All the heads of the departments are informed to encourage their staff and students in publishing papers.
5. Midterm examination question papers pattern was thoroughly revised. Blooms taxonomy and coverage of all the COs of the concerned subject were introduced in the new pattern.
6. Heads of various departments were asked to conduct value added courses in their respective departments and few departments have conducted the same.
7. Heads of departments were asked to create awareness on Intellectual property rights by conducting programmes for both staff and students. Three departments have conducted workshops on this theme.
8. Heads of various departments were asked to increase the number of MOUs and process has already been initiated by the HODs.
9. Alumni of various departments were contacted by HOD and staff members of their concerned departments to conduct department level alumni meets as per the convenience of majority of alumni.


IQAC Coordinator
Dr. M.V.Satish Kumar


Chairperson
Prof. K. Shanker