



KAMALA INSTITUTE OF TECHNOLOGY & SCIENCE
(Approved by AICTE, New Delhi & Affiliated to JNTUH, Hyderabad)
Singapur, Huzurabad, T.S. 505468.
(Accredited by NAAC with B++ Grade)
Internal Quality Assurance Cell (IQAC)

Minutes of 13th Internal Quality Assurance Cell Meeting

The 13th meeting (Online) of Internal Quality Assurance Cell was held on 18th July 2020 at 3.00pm.

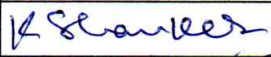

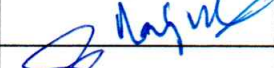


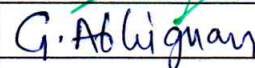

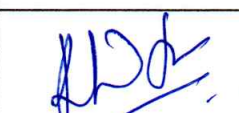

Agenda:


1. Approval of previous minutes of meeting.
2. Online awareness program on COVID - 19 by NSS wing.
3. Review of NBA work progress and mock verification of files.
4. To modify the composition of IQAC
5. Beautification and landscaping
6. Constitution of committee for preparation of AQAR.
7. Organize/attend online FDP's, Workshops & Webinars by staff.
8. Encouraging students to attend online Workshops, Webinars and Internships.
9. Encouraging staff and students to register for MOOCS.


Minutes of the meeting and resolutions:

1. Approval of minutes of meeting held on 17th January 2020 and action taken report.
2. It was decided to organize an online awareness program on COVID- 19 and importance of hygienic environment during rainy season by NSS wing'.
3. Members suggested to review the progress made by the departments and also to verify the NBA criterion wise files.
4. It was decided to modify the composition of IQAC by incorporating few more administrative officers and also incorporating faculty at all levels.
5. Members suggested to focus on Landscaping and beautification of campus.
6. Members suggested to constitute a institute level committee for preparing AQAR for the academic years 2018-2019 and 2019-2020.
7. Members advised that staff members should attend/ organize online FDP's, Workshops and Webinars in view of COVID-19 Pandemic.
8. It was decided to encourage students to attend online Workshops, Webinars and Internships.
9. Members suggested to encourage staff and students for registering certification courses like MOOCS

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	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 13th IQAC meeting (online) held on 18th July 2020

1. NSS wing of the institute has prepared a video on precautions to be taken in view of Covid – 19 pandemic and the same was shared with all the student community through social media.
2. Mock verification of NBA files and progress of the concerned work has been verified by a committee.
3. Composition of IQAC has been modified as per the guidelines of NAAC.
4. Beautification work has been taken up in Mechanical Engineering block and the work is in progress.
5. A committee has been constituted comprising of members to look after different criteria at institute level, for the preparation of AQAR for the academic years 2018-2019 and 2019-2020. The committee has started preparation of AQAR.
6. Various departments of the institute have taken initiation in organizing online FDPs/ Webinars/Workshops. Many of the staff has attended online programs organized by different institutes across the country.
7. A large number of students of various departments have attended online programs/internships/quizzes/webinars organized by parent institute as well as other institutes/ organizations.
8. A good number of faculty and students have registered for MOOCS.


IQAC Coordinator
Dr. M.V.Satish Kumar


Chairperson
Prof. K. Shanker