



# IDEAL INSTITUTE OF TECHNOLOGY

(Approved by AICTE, New Delhi & Affiliated To JNTUK, Kakinada)  
Vidyut Nagar, Kakinada-533003 (A.P.)

REF No: IIT/IQAC/2019-20/CIR-00

Date: 01.06.2019

## CIRCULAR

In order to increase the quality of teaching by adopting innovative methods and also capacity building of faculty members and to participate in various research related works, it has been decided to constitute an Internal Quality Assurance Cell (IQAC) with Mrs.P.Radhika Krupalini, Assistant Professor, CSE Dept., as Coordinator.

The IQAC shall comprise the following faculty members:

S No	Name	Designation	Role
1	Dr. T.Srikanth	Principal	Chair Person
2	Mrs.P.Radhika Krupalini	Assistant Professor (CSE)	Coordinator
3	Mr.G.V.KrishnamRaju	Management	Member
4	Mr.Bh.Ayyappa kumar	Associate Professor & HOD (ECE)	Member
5	Mr.M.S.R.S.Prasad	Associate Professor & HOD(CSE)	Member
6	Dr. K.Sriharivarma	Professor HOD(H&BS)	Member
7	Mr.A.Srinivas	Assistant Professor HOD(CE)	Member
8	Mr.Ch.Vinodkumar	Assistant Professor HOD(EEE)	Member
9	Mrs.R.Vijayalakshmi	Assistant Professor HOD(ME)	Member
10	Mr. G.V.K. Varma	Administration Officer	Member
11	Mr.R.Parameswararao	Accountant Officer	Member
12	Dr.Ch.V.V.Satyanarayana Murthy	Professor, In-charge of Examinations	Member
13	Mr.V.S.Somayajulu	Industrialist	Member
14	Mrs.A.Shubhadevi	Parent	Member
15	Ms.T.Sathyabhanu	Student (166k1A0445)	Member
16	Ms.V.Taranga Divija Kalyani	Alumni (106k1A0146)	Member



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Vidyut Nagar, Kakinada-533003 (A.P.)

The IQAC shall be responsible for the following:

- Development and application of quality benchmarks/parameters for various academic and administrative activities of the institution.
- Facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process.
- Arrangement for feedback response from students, parents and other stakeholders on quality-related institutional processes.
- Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles.
- Documentation of the various programs, activities leading to quality improvement.
- Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices.
- Development and maintenance of institutional database through MIS for the purpose of maintaining/enhancing the institutional quality.
- Development of Quality Culture in the institution.

  
PRINCIPAL

**Copy to:**

Chairman  
IQAC Coordinator  
All HoD's  
Individual Committee Members



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(Approved by AICTE, New Delhi & Affiliated To JNTUK, Kakinada)  
Vidyut Nagar, Kakinada-533003 (A.P.)

REF No: IIT/IQAC/2019-20/CIR-01

Date: 01.06.2019

## CIRCULAR

All the IQAC members are hereby informed that meeting of IQAC is scheduled on 03.06.2019 at 02.00 P.M at Principal's chamber to discuss on the following agenda.

### AGENDA:

1. To discuss on the aim and functions of IQAC.
2. To discuss on electives.
3. To discuss on mentor allotment.
4. To discuss on Co-Curricular & Extra Curricular Activities.
5. To discuss on Workshops, FDPs, Seminars to be conducted and attended by faculty.
6. To discuss the smooth functioning of Committees.

All the members are requested to attend the meeting and give their suggestions.

  
PRINCIPAL

TO,

All Members of IQAC

Copy to:  
Honorable Chairman  
Principal.



# IDEAL INSTITUTE OF TECHNOLOGY

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Vidyut Nagar, Kakinada-533003 (A.P.)

REF No: IIT/IQAC/2019-20/Minutes-01

Date: 05.06.2019

## IQAC Minutes of Meeting

The IQAC meeting was held on 03.06.2019 at 02.00 P.M at Principal's chamber.

The Chairperson commenced the meeting with a welcome note. He emphasized that the IQAC has been constituted with a larger objective to make the institute as one of the best institutes of the state by providing quality education and continuously building the capabilities among the faculty. The Chairperson then handed over the meeting to IQAC coordinator. There after the Coordinator called the agenda for the meeting.

### **Aim of IQAC:**

1. To develop a system consistently and take necessary actions to improve the overall academic and administrative performance of the institution.
2. To promote measures for quality enhancement in the institution by implementing best practices.

### **Resolutions:**

- The following scope was fixed for the IQAC
  - (i) To develop and execute quality parameters in academic activities.
  - (ii) To promote research and entrepreneurial activities.
- The Chairperson requested all the HoDs to discuss about electives for the next semester and take the acceptance from students for the same.
- The Chairperson reviewed the subject allotment of each faculty and the committee advised faculty to use innovative methods for teaching and learning. .
- It was decided to allot a mentor each for 20 students to monitor their performance.
- The Chairman proposed to conduct Co-Curricular activities by the end of July and Extracurricular activities by the end of September, including
  - Yoga day celebrations
  - Independence day celebration
- The IQAC Coordinator suggested all the departments to conduct training programs, workshops, seminars and certificate programs in their respective departments.
- All the HoDs were instructed to take initiation for conduction of FDPs. During the meeting all the committee members discussed and finalized 6 Faculty Development Programs, to enhance the teaching methodologies of the faculty.
- The Chairman discussed about functioning of the various Committees and requested all the members to give their full dedication and commitment for the smooth functioning of the Committees.



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Vidyut Nagar, Kakinada-533003 (A.P.)

Following members were present during the meeting:

S No	Name	Designation	Role	Signature
1	Dr. T.Srikanth	Principal	Chair Person	T.S.
2	Mrs.P.Radhika Krupalini	Assistant Professor (CSE)	Coordinator	P.Radhika
3	Mr.G.V.KrishnamRaju	Management	Member	G.V.K.
4	Mr.Bh.Ayyappa kumar	Associate Professor & HOD (ECE)	Member	Bh.Ayyappa
5	Mr.M.S.R.S.Prasad	Associate Professor & HOD(CSE)	Member	M.S.R.S.
6	Dr. K.Sriharivarma	Professor HOD(H&BS)	Member	K.Sriharivarma
7	Mr.A.Srinivas	Assistant Professor HOD(CE)	Member	A.Srinivas
8	Mr.Ch.Vinod kumar.	Assistant Professor HOD(EEE)	Member	Ch.Vinod
9	Mrs.R.Vijayalakshmi	Assistant Professor HOD(ME)	Member	R.Vijayalakshmi
10	Mr. G.V.K.Varma	Administration Officer	Member	G.V.K.
11	Mr.R.Parameswararao	Accountant Officer	Member	R.Parameswararao
12	Dr.Ch.V.V.Satyanarayana Murthy	Professor, In-charge of Examinations	Member	Ch.V.V.
13	Mrs.A.Shubhadevi	Parent	Member	A.Shubhadevi
14	Mr. V.S Somayajulu	Industrialist	Member	V.S.
15	Ms.T.Sathyabhanu	Student (166k1A0445)	Member	T.S.
16	Ms.V. Taranga Divija Kalyani	Alumni (106k1A0146)	Member	V.T.D.

P.Radhika

CO-ORDINATOR

T.S.

PRINCIPAL



# IDEAL INSTITUTE OF TECHNOLOGY

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Vidyut Nagar, Kakinada-533003 (A.P.)

REF No: IIT/IQAC/2019-20/CIR-02/ new\_member

Date: 30.09.2019

## CIRCULAR

This is to inform all IQAC members that Mr.A.Ramesh from EEE department has been included into the IQAC committee as a member from 01.10.2019.

The IQAC shall comprise the following faculty members:

S No	Name	Designation	Role
1	Dr. T.Srikanth	Principal	Chair Person
2	Mrs.P.Radhika Krupalini	Assistant Professor (CSE)	Coordinator
3	G.V.KrishnamRaju	Management	Member
4	Mr.Bh.Ayyappa kumar	Associate Professor & HOD (ECE)	Member
5	Mr.M.S.R.S.Prasad	Associate Professor & HOD(CSE)	Member
6	Dr. K.Sriharivarma	Professor HOD(H&BS)	Member
7	Mr.A.Srinivas	Assistant Professor HOD(CE)	Member
8	Mr.A.Ramesh	Assistant Professor HOD(EEE)	Member
9	Mrs.R. Vijayalakshmi	Assistant Professor HOD(ME)	Member
10	Mr. G.V.K.Varma	Administration Officer	Member
11	Mr.R.Parameswararao	Accountant Officer	Member
12	Dr.Ch.V.V.Satyanarayana Murthy	Professor, In-charge of Examinations	Member
13	Mr. V.S. Somayajulu	Industrialist	Member
14	Mrs.A.Shubhadevi	Parent	Member
15	Ms.T.Sathyabhanu	Student (166k1A0445)	Member
16	Ms.V. Taranga Divija Kalyani	Alumni (106k1A0146)	Member

  
30/9/19  
PRINCIPAL

### Copy to:

Chairman  
IQAC Coordinator  
All HoD's  
Individual Committee Members



# IDEAL INSTITUTE OF TECHNOLOGY

(Approved by AICTE, New Delhi & Affiliated To JNTUK, Kakinada)  
Vidyut Nagar, Kakinada-533003 (A.P.)

REF No: HIT/IQAC/2019-20/CIR-03

Date: 21.10.2019

## CIRCULAR

All the IQAC members are hereby informed that meeting of IQAC is scheduled on 23.10.2019 at 12.00 P.M at Principal's chamber to discuss on the following agenda:

### AGENDA:

1. To discuss about midterm performance of students.
2. To discuss about the remedial actions for slow learners.
3. To discuss about subject allotment for the next semester.
4. To discuss about MOUs.
5. To discuss on speed of internet.
6. To initiate NAAC framework.
7. To introduce EEE HoD to IQAC members

All the members are requested to attend the meeting and give their suggestions.

  
PRINCIPAL

TO,

All Members of IQAC

Copy to:  
Honorable Chairman



# IDEAL INSTITUTE OF TECHNOLOGY

(Approved by AICTE, New Delhi & Affiliated To JNTUK, Kakinada)  
Vidyut Nagar, Kakinada-533003 (A.P.)

REF No: HIT/IQAC/2019-20/Minutes-03

Date: 25.10.2019

## IQAC Minutes of Meeting

The IQAC meeting was held on 23.10.2019 at 12.00 P.M at Principal's chamber.

### **Resolutions:**

- The Chairperson introduced EEE HoD Mr.A.Ramesh to all the members of IQAC.
- The functions of IQAC were revised again by the IQAC Coordinator.
- The overall performance of the students in mid-term exams was discussed.
- The Chairperson directed the HoD's to identify slow learners and to take remedial measures for them.
- The subject allotment of each faculty was reviewed and faculty were advised to use innovative methods for teaching and learning.
- The Chairperson suggested taking MOUs from various colleges and industries to enhance the knowledge of students, faculty through guest lectures and FDPs.
- The Chairperson discussed about the internet speed given to students in the digital library, internet lab and advised to increase the speed of internet to cater to the needs of students.
- During the meeting IQAC coordinator said that "International Yoga Day" and "Independence Day" were celebrated successfully with excellent student participation and encouraged for planning more future events of this kind.
- The Chairperson instructed all HoDs to take necessary steps in their respective departments for the commencement of NAAC work.
- During the meeting the Chairperson instructed to take the feedback of the students as per guidelines and parameters of NAAC.



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Following members were present during the meeting:

S No	Name	Designation	role	Signature
1	Dr. T.Srikanth	Principal	Chair Person	T.S
2	Mrs.P.Radhika Krupalini	Assistant Professor (CSE)	Coordinator	P.Radhika
3	Mr.G.V.KrishnamRaju	Management	Member	G.V.KrishnamRaju
4	Mr.Bh.Ayyappa kumar	Associate Professor & HOD (ECE)	Member	Bh.Ayyappa
5	Mr.M.S.R.S.Prasad	Associate Professor & HOD(CSE)	Member	M.S.R.S.Prasad
6	Dr. K.Sriharivarma	Professor HOD(H&BS)	Member	K.Sriharivarma
7	Mr.A.Srinivas	Assistant Professor HOD(CE)	Member	A.Srinivas
8	Mr.A.Ramesh	Assistant Professor HOD(EEE)	Member	A.Ramesh
9	Mrs.R. Vijayalakshmi	Assistant Professor HOD(ME)	Member	R.Vijayalakshmi
10	Mr. G.V.K. Varma	Administration Officer	Member	G.V.K. Varma
11	Mr.R.Parameswararao	Accountant Officer	Member	R.Parameswararao
12	Dr.Ch.V.V.Satyanarayana Murthy	Professor, In-charge of Examinations	Member	Ch.V.V.Satyanarayana Murthy
13	Mr. V. S.Somayajulu	Industrialist	Member	V.S.Somayajulu
14	Mrs.A.Shubhadevi	Parent	Member	A.Shubhadevi
15	Ms.T.Sathyabhanu	Student (166k1A0445)	Member	T.Sathyabhanu
16	Ms.V. Taranga Divija Kalyani	Alumni (106k1A0146)	Member	V.T.D.Kalyani

P.Radhika

CO-ORDINATOR

T.S

PRINCIPAL



# IDEAL INSTITUTE OF TECHNOLOGY

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Vidyut Nagar, Kakinada-533003 (A.P.)

REF No: IIT/IQAC/2019-20/CIR-04

Date: 02.03.2020

## CIRCULAR

All the IQAC members are hereby informed that meeting of IQAC is scheduled on 04.03.2020 at 11.00 A.M at Principal's chamber to discuss on the following agenda.

### AGENDA:

1. To discuss about student's pass percentage in previous semester end exams.
2. To discuss about the remedial actions for slow learners.
3. To discuss about additional courses to be included in the college.
4. To conduct alumni meet.
5. To discuss on paper publications.
6. To discuss about the initiation of preparation of SSR.
7. To discuss on transport facilities.

All the members are requested to attend the meeting and give their suggestions.

  
PRINCIPAL

TO,

All Members of IQAC

Copy to:  
Honorable Chairman  
Principal.



# IDEAL INSTITUTE OF TECHNOLOGY

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Vidyut Nagar, Kakinada-533003 (A.P.)

REF No: IIT/IQAC/2019-20/Minutes-04

Date: 5.03.2020

## IQAC Minutes of Meeting

The IQAC meeting was held on 04.03.2019 at 11.00 A.M at Principal's chamber.

### Resolutions:

- The Exam section Incharge discussed about result analysis on the previous semester-end examinations.
- Chairperson suggested the HoDs to take necessary actions to improve the results. He directed the HoDs to identify slow learners and to take proper remedial measures for them in the form of extra classes or peer discussions.
- During the meeting Chairperson suggested to increase the number of courses offered by the college. An additional course under CSE was suggested and a new course CSM was also suggested as an option to introduce in the next academic year.
- The Committee members suggested to conduct alumni meet at the end of semester. It was also suggested that a career guidance meeting be conducted for the final year batch.
- Chairperson requested the HoDs to encourage faculty to publish papers and to increase the number of research publications.
- The Chairperson requested IQAC coordinator to prepare an action plan for NAAC SSR as per the individual criterion and identify coordinators for each criterion for monitoring their individual teams and reporting the developments to the Chairperson.
- In order to meet the student's requests regarding transport facility, new buses were deployed to areas where transport was not available previously.



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The following members were present during the meeting:

S No	Name	Designation	role	Signature
1	Dr. T.Srikanth	Principal	Chair Person	
2	Mrs.P.Radhika Krupalini	Assistant Professor (CSE)	Coordinator	
3	Mr.G.V.KrishnamRaju	Management	Member	
4	Mr.Bh.Ayyappa kumar	Associate Professor & HOD (ECE)	Member	
5	Mr.M.S.R.S.Prasad	Associate Professor & HOD(CSE)	Member	
6	Dr. K.Sriharivarma	Professor HOD(H&BS)	Member	
7	Mr.A.Srinivas	Assistant Professor HOD(CE)	Member	
8	Mr.A.Ramesh	Assistant Professor HOD(EEE)	Member	
9	Mrs.R. Vijayalakshmi	Assistant Professor HOD(ME)	Member	
10	Mr. G.V.K. Varma	Administration Officer	Member	
11	Mr.R.Parameswararao	Accountant Officer	Member	
12	Dr.Ch.V.V.Satyanarayana Murthy	Professor, In-charge of Examinations	Member	
13	Mrs.A.Shubhadevi	Parent	Member	
14	Mr. V.S. Somayajulu	Industrialist	Member	
15	Ms.T.Sathyabhanu	Student (166k1A0445)	Member	
16	Ms.V. Taranga Divija Kalyani	Alumni (106k1A0146)	Member	

CO-ORDINATOR

PRINCIPAL



# IDEAL INSTITUTE OF TECHNOLOGY

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Vidyut Nagar, Kakinada-533003 (A.P.)

REF No: IIT/IQAC/2020-21/CIR-01/new\_member

Date: 06.07.2020

## CIRCULAR

This is to inform all IQAC members that Ms.K.Lalitha from student committee has been included into the IQAC committee as a member from 06.07.2020.

The IQAC shall comprise the following faculty members:

S No	Name	Designation	Role	Signature
1	Dr. T.Srikanth	Principal	Chair Person	T-8
2	Mrs.P.Radhika Krupalini	Assistant Professor (CSE)	Coordinator	P.Radhika
3	Mr.G.V.Krishnam Raju	Management	Member	(Crossed out)
4	Mr.Bh.Ayyappa kumar	Associate Professor & HOD (ECE)	Member	A.Ayyappa
5	Mr.M.S.R.S.Prasad	Associate Professor & HOD(CSE)	Member	M.S.R.S.Prasad
6	Dr. K.Sriharivarma	Professor HOD(H&BS)	Member	K.Sriharivarma
7	Mr.A.Srinivas	Assistant Professor HOD(CE)	Member	A.Srinivas
8	Mr.A.Ramesh	Assistant Professor HOD(EEE)	Member	A.Ramesh
9	Mrs.R.Vijayalakshmi	Assistant Professor HOD(ME)	Member	R.Vijayalakshmi
10	Mr. G.V.K.Varma	Administration Officer	Member	G.V.K.Varma
11	Mr.R.Parameswararao	Accountant Officer	Member	R.Parameswararao
12	Dr.Ch.V.V.Satyanarayana Murthy	Professor, In-charge of Examinations	Member	Ch.V.V.Satyanarayana Murthy
13	Mr.V.S.Somayajulu	Industrialist	Member	V.S.Somayajulu
14	Mrs.A.Shubhadevi	Parent	Member	A.Shubhadevi
15	Ms.K.Lalitha	Student (196k1A0413)	Member	K.Lalitha
16	Ms.V. Taranga Divija Kalyani	Alumni (106k1A0146)	Member	V.T.D. Kalyani

P.Radhika

CO-ORDINATOR

T-8/16/7/20

PRINCIPAL



# IDEAL INSTITUTE OF TECHNOLOGY

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Vidyut Nagar, Kakinada-533003 (A.P.)

REF No: IIT/IQAC/2020-21/CIR-02

Date: 06.07.2020

## CIRCULAR

All the IQAC members are hereby informed that meeting of IQAC is scheduled on 07.07.2020 at 02.00 P.M through online mode .The link will be shared in college WhatsApp group. The following agenda will be discussed:

### AGENDA:

1. To enquire about the status of online class work.
2. To discuss on mentor allotment for first years.
3. To discuss on remedial action plan for slow learners.
4. To discuss about Strategies to improve faculty skills.
5. To discuss about better utilization of ICT tools
6. Allotment of criterion wise coordinators and other members to work on NAAC metrics.

All the members are requested to attend the meeting and give their suggestions.

  
PRINCIPAL

TO,

All Members of IQAC

Copy to:

Honorable Chairman  
Principal.



# IDEAL INSTITUTE OF TECHNOLOGY

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Vidyut Nagar, Kakinada-533003 (A.P.)

REF No: IIT/IQAC/2020-21/Minutes-02

Date: 14.09.2020

## IQAC Minutes of Meeting

The IQAC meeting was held on 07.07.2020 at 02.00 P.M in online mode.

### Resolutions:

- Chairperson enquired the HoDs about the status of online classes. He also enquired about the availability of smartphones with students and their attendance for online classes via Teams App.
- The Chairperson suggested all the HoDs to plan for the development of virtual labs for lab sessions and guide the students accordingly.
- The HoDs suggested giving online assignments to students which was approved by the Chairperson.
- Chairperson instructed all HoDs to allocate mentors for the first year students during pandemic, and encourage the students to submit their work through online.
- As the exams were being postponed, all the HoDs suggested for the conduction of revision work through online mode.
- During the meeting the IQAC coordinator requested the HoDs to encourage faculty to attend online workshops and FDPs.
- IQAC coordinator also suggested the faculty to utilize the ICT tools like whiteboards, etc. She said that utilization of these tools will generate interest among students and increase online class attendance.
- The heads of individual departments along with exam section Incharge were appointed as Criterion wise coordinators so that they can monitor the activities of individual faculty.
- Committee also discussed about measures to see that there is active participation by all the faculty members in each criterion.



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Vidyut Nagar, Kakinada-533003 (A.P.)

Following members were present during the meeting:

S No	Name	Designation	Role	Signature
1	Dr. T.Srikanth	Principal	Chair Person	T.Srikanth
2	Mrs.P.Radhika Krupalini	Assistant Professor (CSE)	Coordinator	P.Radhika
3	Mr.G.V.Krishnam Raju	Management	Member	G.V.Krishnam Raju
4	Mr.Bh.Ayyappa kumar	Associate Professor & HOD (ECE)	Member	Bh.Ayyappa kumar
5	Mr.M.S.R.S.Prasad	Associate Professor & HOD(CSE)	Member	M.S.R.S.Prasad
6	Dr. K.Sriharivarma	Professor HOD(H&BS)	Member	K.Sriharivarma
7	Mr.A.Srinivas	Assistant Professor HOD(CE)	Member	A.Srinivas
8	Mr.A.Ramesh	Assistant Professor HOD(EEE)	Member	A.Ramesh
9	Mrs.R.Vijayalakshmi	Assistant Professor HOD(ME)	Member	R.Vijayalakshmi
10	Mr. G.V.K Varma	Administration Officer	Member	G.V.K Varma
11	Mr.R.Parameswararao	Accountant Officer	Member	R.Parameswararao
12	Dr.Ch.V.V.Satyanarayana Murthy	Professor, In-charge of Examinations	Member	Ch.V.V.Satyanarayana Murthy
13	Mr.V.S.Somayajulu	Industrialist	Member	V.S.Somayajulu
14	Mrs.A.Shubhadevi	Parent	Member	A.Shubhadevi
15	Ms.K.Lalitha	Student (196k1A0413)	Member	K.Lalitha
16	Ms.V. Taranga Divija Kalyani	Alumni (106k1A0146)	Member	V.T.D. Kalyani

P. Radhika

CO-ORDINATOR

T.Srikanth  
16/9/20  
PRINCIPAL



# IDEAL INSTITUTE OF TECHNOLOGY

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Vidyut Nagar, Kakinada-533003 (A.P.)

REF No: IIT/IQAC/2020-21/CIR-03/new\_member

Date: 30.11.2020

## CIRCULAR

This is to inform all IQAC members that Mr.K.L.N.Murthy of Mechanical department has been included into the IQAC committee as a member from 30.11.2020.

The IQAC shall comprise the following faculty members:

S No	Name	Designation	Role	Signature
1	Dr. T.Srikanth	Principal	Chair Person	
2	Mrs.P.Radhika Krupalini	Assistant Professor (CSE)	Coordinator	
3	Mr.G.V.Krishnam Raju	Management	Member	
4	Mr.Bh.Ayyappa kumar	Associate Professor & HOD (ECE)	Member	
5	Mr.M.S.R.S.Prasad	Associate Professor & HOD(CSE)	Member	
6	Dr. K.Sriharivarma	Professor HOD(H&BS)	Member	
7	Mr.A.Srinivas	Assistant Professor HOD(CE)	Member	
8	Mr.A.Ramesh	Assistant Professor HOD(EEE)	Member	
9	Mr.K.L.N.Murthy	Associate Professor HOD(ME)	Member	
10	Mr. G.V.K Varma	Administration Officer	Member	
11	Mr.R.Parameswararao	Accountant Officer	Member	
12	Dr.Ch.V.V.Satyanarayana Murthy	Professor, In-charge of Examinations	Member	
13	Mr.V.S.Somayajulu	Industrialist	Member	
14	Mrs.A.Shubhadevi	Parent	Member	
15	Ms.K.Lalitha	Student (196k1A0413)	Member	
16	Ms.V. Taranga Divija Kalyani	Alumni (106k1A0146)	Member	

CO-ORDINATOR

30/11/20  
PRINCIPAL



# IDEAL INSTITUTE OF TECHNOLOGY

(Approved by AICTE, New Delhi & Affiliated To JNTUK, Kakinada)

Vidyut Nagar, Kakinada-533003 (A.P.)

REF No: IIT/IQAC/2020-21/CIR-04

Date: 05.12.2020

## CIRCULAR

All the IQAC members are hereby informed that meeting of IQAC is scheduled on 07.12.2020 at 02.00 P.M at Principal's chamber to discuss on the following agenda:

### AGENDA:

1. Discussion about previous semester-end exams and their conduction.
2. To increase the number of placements.
3. To monitor the status of online/offline class work.
4. To review about NSS activities.
5. Proposal to change uniform color for first years.
6. Proposal for the modifications in the ground.
7. Proposal to have bio gas plant.
8. To discuss about the progress of individual criterion work.
9. To discuss about separate cabins for faculty.

All the members are requested to attend the meeting and give their suggestions.

  
PRINCIPAL

TO,

All Members of IQAC

Copy to:

Honorable Chairman

Principal



**IDEAL INSTITUTE OF TECHNOLOGY**  
**Approved by AICTE, Affiliated to JNTUK, Kakinada**  
**Vidyutnagar, Kakinada-533003**

REF No: HIT/IQAC/2020-21/Minutes-04

Date: 10.12.2020

**IQAC Minutes of Meeting**

The IQAC meeting was held on 07.12.2020 at 02.00 P.M at Principal's chamber.

**Resolutions:**

- The Chairperson congratulated all the staff (teaching and nonteaching) on the successful completion of the semester-end exams during pandemic. He appreciated the staff for their complete dedication towards institution during the pandemic.
- The Chairperson suggested all HoDs to monitor the student's achievement through placements conducted in college. He also suggested conducting extra campus recruitment training classes (CRT) for final years for improving placements.
- The Chairperson requested all HoDs to follow COVID -19 norms during conduction of class work. He also monitored the classes and enquired about attendance and the same was updated by HoDs.
- Based on the attendance report the Chairperson suggested to conduct online and offline classes for the completion of syllabus.
- The IQAC Coordinator suggested reinitiating NSS activities after 20.12.2020 to generate interest towards college among students.
- The Committee members reviewed individual criterion progression and suggested few modifications in their work.
- Since no activities were conducted during pandemic, the Chairperson suggested to initiate games. Some modifications in the playground were carried out for the same.
- During the meeting EEE HoD put forth a proposal for biogas plant in the campus, where we can turn waste into sustainable energy and generate fertilizers to yield positive effects on environment.
- To induce fresh change and to identify first years from the rest of the batch, proposal of new color of uniform was suggested by the Committee. They suggested that this will also help to curtail any instances of ragging in the campus.
- The Chairperson proposed individual cabins for faculty, to improve concentration and privacy.



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Vidyutnagar, Kakinada-533003

Following members were present during the meeting:

S No	Name	Designation	Role	Signature
1	Dr. T.Srikanth	Principal	Chair Person	T.S
2	Mrs.P.Radhika Krupalini	Assistant Professor (CSE)	Coordinator	P.Radhika
3	Mr.G.V.Krishnam Raju	Management	Member	G.V.K.Raju
4	Mr.Bh.Ayyappa kumar	Associate Professor & HOD (ECE)	Member	Bh.Ayyappa
5	Mr.M.S.R.S.Prasad	Associate Professor & HOD(CSE)	Member	M.S.R.S.Prasad
6	Dr. K.Sriharivarma	Professor HOD(H&BS)	Member	K.Sriharivarma
7	Mr.A.Srinivas	Assistant Professor HOD(CE)	Member	A.Srinivas
8	Mr.A.Ramesh	Assistant Professor HOD(EEE)	Member	A.Ramesh
9	Mr.K.L.N.Murthy	Associate Professor HOD(ME)	Member	K.L.N.Murthy
10	Mr. G.V.K Varma	Administration Officer	Member	G.V.K Varma
11	Mr.R.Pameswararao	Accountant Officer	Member	R.Pameswararao
12	Dr.Ch.V.V.Satyanarayana Murthy	Professor, In-charge of Examinations	Member	Ch.V.V.Satyanarayana
13	Mr.V.S.Somayajulu	Industrialist	Member	V.S.Somayajulu
14	Mrs.A.Shubhadevi	Parent	Member	A.Shubhadevi
15	Ms.K.Lalitha	Student (196k1A0413)	Member	K.Lalitha
16	Ms.V. Taranga Divija Kalyani	Alumni (106k1A0146)	Member	V.T.D.Kalyani

P.Radhika

CO-ORDINATOR

T.S

PRINCIPAL



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**Vidyutnagar, Kakinada-533003**

REF No: IIT/IQAC/2020-21/CIR-05/new\_member

Date: 04.03.2021

**CIRCULAR**

This is to inform all IQAC members that Mr.N.RajeshBabu from ECE department has been included into the IQAC committee as a member from 04.03.2021.

The IQAC shall comprise the following faculty members:

S No	Name	Designation	Role	Signature
1	Dr. T.Srikanth	Principal	Chair Person	T-8/4/3/21
2	Mrs.P.Radhika Krupalini	Assistant Professor (CSE)	Coordinator	P.Radhika
3	Mr.G.V.Krishnam Raju	Management	Member	C.raj
4	Mr.N.Rajesh Babu	Associate Professor & HOD (ECE)	Member	N.Rajesh Babu
5	Mr.M.S.R.S.Prasad	Associate Professor & HOD(CSE)	Member	M.S.R.S.Prasad
6	Dr. K.Sriharivarma	Professor HOD(H&BS)	Member	K.Sriharivarma
7	Mr.A.Srinivas	Assistant Professor HOD(CE)	Member	A.Srinivas
8	Mr.A.Ramesh	Assistant Professor HOD(EEE)	Member	A.Ramesh
9	Mr.K.L.N.Murthy	Associate Professor HOD(ME)	Member	K.L.N.Murthy
10	Mr. G.V.K Varma	Administration Officer	Member	G.V.K Varma
11	Mr.R.Parameswararao	Accountant Officer	Member	R.Parameswararao
12	Dr.Ch.V.V.Satyanarayana Murthy	Professor, In-charge of Examinations	Member	Ch.V.V.Satyanarayana Murthy
13	Mr.V.S.Somayajulu	Industrialist	Member	V.S.Somayajulu
14	Mrs.A.Shubhadevi	Parent	Member	A.Shubhadevi
15	Ms.K.Lalitha	Student (196k1A0413)	Member	K.Lalitha
16	Ms.V.Taranga Divija Kalyani	Alumni (106k1A0146)	Member	V.T.D.Kalyani

*P. Radhika*  
**CO-ORDINATOR**

*T-8/4/3/21*  
**PRINCIPAL**



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**REF No: IIT/IQAC/2020-21/CIR-06**

**Date: 06.04.2021**

**CIRCULAR**

All the IQAC members are hereby informed that meeting of IQAC is scheduled on 08.04.2021 at 03.00 P.M at Principal's chamber to discuss on the following agenda:

**AGENDA:**

1. To discuss about the status of syllabus completion.
2. To encourage 3<sup>rd</sup> year students to take internships during summer.
3. To monitor status of academic projects.
4. To encourage students and staff members to appear for NPTEL, SWAYAM courses.
5. Proposal to have individual cabins for the faculty.
6. To discuss about Covid 19 tests and results.

All the members are requested to attend the meeting and give their suggestions.

  
**PRINCIPAL**

**TO,**

All Members of IQAC

**Copy to:**  
Honorable Chairman  
Principal



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**Vidyutnagar, Kakinada-533003**

**REF No: IIT/IQAC/2020-21/Minutes-06**

**Date: 09.04.2021**

**IQAC Minutes of Meeting**

The IQAC meeting was held on 08.04.2021 at 03.00 P.M at Principal's chamber

**Resolutions:**

- The Chairperson enquired about the status of the syllabus completion in view of the pandemic and suggested to focus more on slow learners.
- The Chairperson suggested the HoDs to encourage 3<sup>rd</sup> year students to take internships programs during summer and at semester gaps.
- The Chairperson requested the Placement Officer to contact the HRs of different companies for the provision of internships. Mr.V.S.Somayajulu extended his willingness and proposed to provide few internship opportunities to the students.
- The Chairperson advised HoDs to put more concentration on academic projects, and suggested to implement real time projects which will benefit the college.
- The IQAC Coordinator motivated all the faculty to increase their participation in portals like NPTEL, SWAYAM etc., and suggested and everyone to take up online certifications.
- In view of prevailing pandemic situation and the proposal made by Management, about starting the semester work, a camp for testing covid-19 cases was conducted in the third week of June and based on the results students were allowed to attend the classes.



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Following members were present during the meeting:

S No	Name	Designation	Role	Signature
1	Dr. T.Srikanth	Principal	Chair Person	T-S
2	Mrs.P.Radhika Krupalini	Assistant Professor (CSE)	Coordinator	P.Redhil
3	Mr.G.V.Krishnam Raju	Management	Member	G.V.K.Raju
4	Mr.N.RajeshBabu	Associate Professor & HOD (ECE)	Member	N.Rajesh Babu
5	Mr.M.S.R.S.Prasad	Associate Professor & HOD(CSE)	Member	M.S.R.S.Prasad
6	Dr. K.Sriharivarma	Professor HOD(H&BS)	Member	K.Sriharivarma
7	Mr.A.Srinivas	Assistant Professor HOD(CE)	Member	A.Srinivas
8	Mr.A.Ramesh	Assistant Professor HOD(EEE)	Member	A.Ramesh
9	Mr.K.L.N.Murthy	Associate Professor HOD(ME)	Member	K.L.N.Murthy
10	Mr. G.V.K Varna	Administration Officer	Member	G.V.K Varna
11	Mr.R.Parameswararao	Accountant Officer	Member	R.Parameswararao
12	Dr.Ch.V.V.Satyanarayana Murthy	Professor, In-charge of Examinations	Member	Ch.V.V.Satyanarayana Murthy
13	Mr.V.S.Somayajulu	Industrialist	Member	V.S.Somayajulu
14	Mrs.A.Shubhadevi	Parent	Member	A.Shubhadevi
15	Ms.K.Lalitha	Student (196k1A0413)	Member	K.Lalitha
16	Ms.V.Taranga Divija Kalyani	Alumni (106k1A0146)	Member	V.T.D. Kalyani

*P.Redhil*  
**CO-ORDINATOR**

*T-S*  
**PRINCIPAL**



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Vidyut Nagar, Kakinada-533003 (A.P.)

REF No: IIT/IQAC/2021-22/CIR-01/new\_member

Date: 02.07.2021

## CIRCULAR

This is to inform all IQAC members that Mr. K. Mahesh has been included into the IQAC committee as an Alumni member from 02.07.2021. The IQAC shall comprise the following faculty members:

S No	Name	Designation	Role	Signature
1	Dr. T.Srikanth	Principal	Chair Person	
2	Mrs.P.Radhika Krupalini	Assistant Professor (CSE)	Coordinator	
3	Mr.G.V.Krishnam Raju	Management	Member	
4	Mr.N.Rajesh Babu	Associate Professor & HOD (ECE)	Member	
5	Mr.M.S.R.S.Prasad	Associate Professor & HOD(CSE)	Member	
6	Dr. K.Sriharivarma	Professor HOD(H&BS)	Member	
7	Mr.A.Srinivas	Assistant Professor HOD(CE)	Member	
8	Mr.A.Ramesh	Assistant Professor HOD(EEE)	Member	
9	Mr.K.L.N.Murthy	Associate Professor HOD(ME)	Member	
10	Mr. G.V.K Varma	Administration Officer	Member	
11	Mr.R.Parameswararao	Accountant Officer	Member	
12	Dr.Ch.V.V.Satyanarayana Murthy	Professor, In-charge of Examinations	Member	
13	Mr.V.S. Somayajulu	Industrialist	Member	
14	Mrs.A.Shubhadevi	Parent	Member	
15	Ms.K.Lalitha	Student (196k1A0413)	Member	
16	Mr.K.Mahesh	Alumni (176k5A0407)	Member	

CO-ORDINATOR

PRINCIPAL



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Vidyut Nagar, Kakinada-533003 (A.P.)

REF No: IIT/IQAC/2021-22/CIR-2

Date: 02.07.2021

## CIRCULAR

All the IQAC members are hereby informed that meeting of IQAC is scheduled on 05.07.2021 at 11.00 A.M at Principal's chamber to discuss on the following agenda:

### AGENDA:

1. To discuss about semester-end exams.
2. Proposal for tiles work.
3. Proposal for lawn.
4. Vaccination certificates from students.
5. NAAC work.
6. To discuss about the status of internships.

All the members are requested to attend the meeting and give their suggestions.

  
PRINCIPAL

TO,

All Members of IQAC

Copy to:  
Honorable Chairman  
Principal.



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Vidyut Nagar, Kakinada-533003 (A.P.)

REF No: IIT/IQAC/2020-21/Minutes-02

Date: 07.07.2021

## IQAC Minutes of Meeting

The IQAC meeting was held on 05.07.2021 at 11.00 A.M at Principal's chamber

### **Resolutions:**

- The Chairperson instructed all the HoDs to conduct exams by strictly following the COVID -19 norms.
- Due to the heat waves there was breakage of tiles observed at the top floor of the building. Hence as requested by EEE HoD dates were fixed for the same.
- As part of beautification of campus and to enhance greenery, the IQAC coordinator has proposed construction of a mini lawn in front of the Administrative Office.
- The Chairperson enquired whether all the students have submitted their vaccination certificates to their respective departments failing which a proper and valid reason has to be mentioned and intimated to the concerned HOD.
- The Chairperson enquired about the progress of NAAC criterion and a general discussion about Quality Indicator Framework was carried out.
- HoDs of individual departments gave report of the student details who had enrolled their names into respective internships with duration and other details.



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Vidyut Nagar, Kakinada-533003 (A.P.)

Following members were present during the meeting:

S No	Name	Designation	Role	Signature
1	Dr. T.Srikanth	Principal	Chair Person	T.S
2	Mrs.P.Radhika Krupalini	Assistant Professor (CSE)	Coordinator	P.Radhika
3	Mr.G.V.Krishnam Raju	Management	Member	G.V.K.Raju
4	Mr.N.Rajesh Babu	Associate Professor & HOD (ECE)	Member	N.Rajesh Babu
5	Mr.M.S.R.S.Prasad	Associate Professor & HOD(CSE)	Member	M.S.R.S.Prasad
6	Dr. K.Sriharivarma	Professor HOD(H&BS)	Member	K.Sriharivarma
7	Mr.A.Srinivas	Assistant Professor HOD(CE)	Member	A.Srinivas
8	Mr.A.Ramesh	Assistant Professor HOD(EEE)	Member	A.Ramesh
9	Mr.K.L.N.Murthy	Associate Professor HOD(ME)	Member	K.L.N.Murthy
10	Mr. G.V.K. Varma	Administration Officer	Member	G.V.K. Varma
11	Mr.R.Parameswararao	Accountant Officer	Member	R.Parameswararao
12	Dr.Ch.V.V.Satyanarayana Murthy	Professor, In-charge of Examinations	Member	Ch.V.V.Satyanarayana Murthy
13.	Mr.V.S. Somayajulu	Industrialist	Member	V.S. Somayajulu
13	Mrs.A.Shubhadevi	Parent	Member	A.Shubhadevi
14	Ms.K.Lalitha	Student (196k1A0413)	Member	K.Lalitha
15	Mr.K.Mahesh	Alumni (176k5A0407)	Member	K.Mahesh

P.Radhika  
CO-ORDINATOR

T.S  
PRINCIPAL



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Vidyut Nagar, Kakinada-533003 (A.P.)

REF No: IIT/IQAC/2021-22/CIR-3

Date: 06.02.2022

## CIRCULAR

All the IQAC members are hereby informed that meeting of IQAC is scheduled on 07.02.2022 at 02.00 P.M at Principal's chamber to discuss on the following agenda.

### AGENDA:

1. To improve student skills.
2. To discuss about NAAC work.
3. Review even semester class work.
4. To discuss about Campus placements.
5. To discuss about Workshops/Seminars, to enhance student and faculty development.
6. To discuss about Industrial tours.
7. To discuss about progress of slow learners.

All the members are requested to attend the meeting and give their suggestions.

  
PRINCIPAL

TO

All Members of IQAC

Copy to:

Honorable Chairman  
Principal .



# IDEAL INSTITUTE OF TECHNOLOGY

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Vidyut Nagar, Kakinada-533003 (A.P.)

REF No: IIT/IQAC/2021-22/Minutes-03

Date: 09.02.2022

## IQAC Minutes of Meeting

The IQAC meeting was held on 07.02.2022 at 02.00 P.M at Principal's chamber. The following resolutions were made:

### **Resolutions:**

- In order to enhance the communication skills among students, the heads of the departments suggested conducting inter and intra departmental activities. During this, paper presentations, poster presentations and project expo were proposed to be conducted for 3<sup>rd</sup> and 4<sup>th</sup> year students.
- The Chairperson revised the guidelines of NAAC and the IQAC coordinator proposed measures to enrich the quality in few domains.
- The Chairperson enquired about ongoing class work for the even semester and status of syllabus coverage. He encouraged the faculty to increase the use of ICT tools for imparting lectures.
- The Chairperson suggested all the HoDs to take measures like allotment of extra hours for Campus Recruitment Training for achieving more placements. During the discussion, Mr.V.S. Somayajulu suggested few techniques that can be taught to students for better absorption into the industry.
- The Chairperson encouraged faculty members to consider about increasing MOU's so that more number of seminars/workshops can be conducted to increase the quality of student and faculty.
- As the industrial tours were not organized during the pandemic, HoDs requested the Chairperson to reinitiate the plans for industrial tours for 3<sup>rd</sup> year students to increase their knowledge and exposure.
- IQAC coordinator suggested active participation of students especially the slow learners in various co-curricular activities which can include presentation of topics, in which they were lagging behind.



# IDEAL INSTITUTE OF TECHNOLOGY

(Approved by AICTE, New Delhi & Affiliated To JNTUK, Kakinada)

Vidyut Nagar, Kakinada-533003 (A.P.)

Following members were present during the meeting:

S No	Name	Designation	Role	Signature
1	Dr. T.Srikanth	Principal	Chair Person	
2	Mrs.P.Radhika Krupalini	Assistant Professor (CSE)	Coordinator	
3	Mr.G.V.Krishnam Raju	Management	Member	
4	Mr.N.Rajesh Babu	Associate Professor & HOD (ECE)	Member	
5	Mr.M.S.R.S.Prasad	Associate Professor & HOD(CSE)	Member	
6	Dr. K.Sriharivarma	Professor HOD(H&BS)	Member	
7	Mr.A.Srinivas	Assistant Professor HOD(CE)	Member	
8	Mr.A.Ramesh	Assistant Professor HOD(EEE)	Member	
9	Mr.K.L.N.Murthy	Associate Professor HOD(ME)	Member	
10	Mr. G.V.K. Varma	Administration Officer	Member	
11	Mr.R.Parameswararao	Accountant Officer	Member	
12	Dr.Ch.V.V.Satyanarayana Murthy	Professor, In-charge of Examinations	Member	
13	Mr.V.S. Somayajulu	Industrialist	Member	
14	Mrs.A.Shubhadevi	Parent	Member	
15	Ms.K.Lalitha	Student (196k1A0413)	Member	
16	Mr.K.Mahesh	Alumni (176k5A0407)	Member	

CO-ORDINATOR

PRINCIPAL