



# **RAGHU INSTITUTE OF TECHNOLOGY**

## **(AUTONOMOUS)**

Approved by AICTE, New Delhi, and Permanently Affiliated to JNTUK, Kakinada

Accredited by NBA (ECE,EEE,MECH and EEE)

NAAC with 'A' Grade, Listed u/s 2(f) & 12(B) of UGC Act 1956

Dakamarri (V), Bheemili (M), Visakhapatnam-531162, Andhra Pradesh

### **Internal Quality Assurance Cell (IQAC)**

**THE FIRST MEETING OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**(A. Y. 2018-19)**

**DATE:02.06.2018**

#### **CIRCULAR**

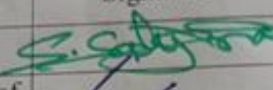
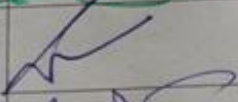
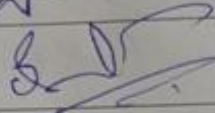



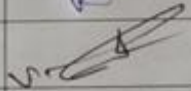
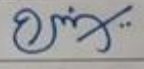
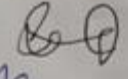
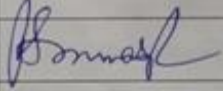
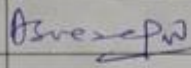
There will be an Internal Quality Assurance Cell (IQAC) committee meeting on 09.06.2018 at 2.30 PM in IQAC Cell. All the committee members are requested to make it convenient to attend the meeting

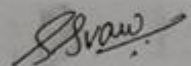
**Date: 09.06.2018, Time: 2.30 P.M. Venue: IQAC Cell**

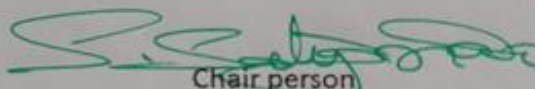
#### **AGENDA**

1. Strengthening of teaching-learning process
2. Planning of meeting with department heads on Subject allocation and teaching loads.
3. Planning of Transport facility for non-residential students
4. Framing of Research policies for promoting research culture and organization of Conferences/Workshop/FDP/STTP etc.
5. Planning for NPTEL enrollment of faculty members and the students.
6. Previous Academic year Results and discussion
7. Strengthening of student associations and their participation in National Technical Events

Committee Members:

S.NO	NAME	Designation	Signature
1	Dr. S.Satyanarayana	Principal	
2	Dr.P.S.R.Chowdary	Vice-Principal and HOD - Department of Electronics and Communication	
3	Dr.V.Sangeetha	HOD, Department of Computer Science Engineering	
4	Dr.P.Vijaykumar	HOD, Department of Mechanical Engineering	
5	Dr.G.Jogarao	HOD, Department of Electrical and Electronics Engineering	
6	Prof. P Venkata Surya Madhusudhan,	HOD, Department of Civil Engineering	
7	Mr.V.Srinivasa Rao	HOD, Department of Science and Humanities	
8	Dr.EVV Ramana Murthy	Controller of Examinations, RIT	
9	Dr.V.V.S.S.S. Chakravarthy,	Associate Professor, Department of Electronics and Communication Engineering	
10	Mr. P.Srinivasarao ,	Placement Officer	
11	Dr.A.Srinivasarao,	Officer-Student Affairs	
12	Mr.Ch.Ashok Varma	Administrative Officer	

  
IQAC coordinator  
Dr S Srinivasan  
Professor & Dean  
Department of Mechanical Engineering

  
Chair person  
Dr S Satyanarayana  
Principal



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Dakamarri (V), Bheemili (M), Visakhapatnam-531162, Andhra Pradesh

Ref No.: RIT/IQAC/2018-19/1

Date: 09.06.2018

## Internal Quality Assurance Cell (IQAC) Minutes of IQAC First Meeting

### Meeting 1 – 09.06.2018

The 1<sup>st</sup> meeting of IQAC was held at 2.30 p.m. on 09.6.2018 in IQAC Cell. The following members were present.

S.NO	NAME	Designation	Position
1	Dr. S.Satyanarayana	Principal	Chair Person
2	Dr. S. Srinivasan	Professor– Mechanical Dept.	IQAC Coordinator
3	Dr.P.S.R.Chowdary	Vice-Principal and HOD - Department of Electronics and Communication Engineering	Member
4	Dr.V.Sangeetha	HOD Department of Computer Science Engineering	Member
5	Dr.P.Vijaya Kumar	HOD, Department of Mechanical Engineering	Member
6	Dr.G.Jogarao	HOD, Department of Electrical and Electronics Engineering	Member
7	Prof. P Venkata Surya Madhusudhan	HOD. Department of Civil Engineering	Member
8	Mr.V.Srinivasa Rao	HOD, Department of Science and Humanities	Member
9	Dr EVV Ramana Murthy	Controller of Examinations, RIT	Member
10	Dr. V.V.S.S.S. Chakravarthy	Associate Professor, Department of Electronics and Communication Engineering	Member
11	Mr. P.Srinivasarao	Placement Officer	Member
12	Dr.A.Srinivasarao	Officer-Student Affairs	Member
13	Mr.Ch.Ashok Varma	Administrative Officer	Member

The meeting started on a welcome note by IQAC Coordinator, Dr S Srinivasan followed by his Presentation on objectives which include basic purposes, activities, and function of IQAC. The IQAC Coordinator proposed to conduct the IQAC meeting twice in an academic year.

The Chairperson Dr S Satyanarayana, Principal and Chair person requested all the members for open house discussion on academic excellence and promote quality aspects in academic institutions.

### **Agenda 1: Strengthening of teaching-learning process**

Dr. S.Satyanarayana, Chair person, IQAC, RIT felt that mentoring and motivating of all faculty members, as well as students, are needed. He also emphasized the importance of involving the more experts from outside in strengthening the teaching-learning process.

Dr.P.S.R.Chowdary, Vice-Principal and HOD - Department of Electronics and Communication Engineering, Member,IQAC, RIT expressed that there is no substitute to hard work and it's required to achieve overall development of Institute. Concrete steps and path needed in all direction for achieving quality excellence.

Mr. P.Srinivasarao, Placement Officer, shared his experiences about quality circle in the industry and expressed those similar quality circles can be formed in each department and support sections of our Institute.

### **Agenda 2: Planning of meeting with department heads on Subject allocation and teaching loads.**

Dr S Srinivasan, IQAC Coordinator, has requested the heads of the departments to be ready with subject allocation documents and Time tables of the current semester for the academic year 2018-19. He has also released the schedule for the faculty members' preparedness meeting for the smooth conduction classes and labs.

### **Agenda 3: Planning of Transport facility for non-residential students**

Dr. S.Srnivasan, IQAC Coordinator and all head of departments informed that non-residential students have a problem about traveling to reach campus on time due to poor public transport service. The suggestion of transport facility is preferably Bus service and agreed by all the members.

Dr.P.Vijaya Kumar, HOD, Department of Mechanical Engineering, has stressed the frequent problems faced by the students and faculty in college transport buses and requested the chair to solve the problems.

**Agenda 4: Framing of Research policies for promoting research culture and organization of Conferences/Workshop/FDP/STTP etc.**

Dr.V.V.S.S.S. Chakravarthy, member, IQAC, RIT, suggested that research culture should be inculcated in academics and he also stressed the importance of strengthening the Industry-Institute interaction to bridge the gap between academics and industry need.

Dr.P.Vijaya Kumar, HOD, Department of Mechanical Engineering, has addressed the members the need to revise the academic policies and related activities which will definitely promote the research culture.

**Agenda 5 : Planning for NPTEL enrollment of faculty members and the students.**

Dr.V.Sangeetha, HOD, Department of Computer Science Engineering, pointed out the need of motivating the faculty and students of all branches enrolling and writing for the NPTEL courses examination conducted by Indian Institute of Technology's all over India.

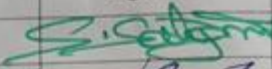
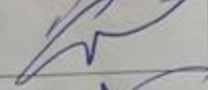
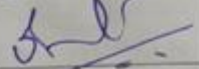
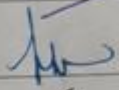


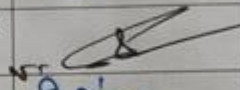
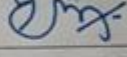

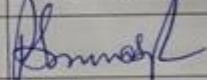
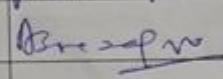
**Agenda 6:Previous Academic year Results and discussion.**

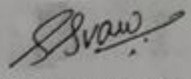
Dr. S.Satyanarayana, Chair person, IQAC, RIT expressed his happiness on the results of Previous Academic year 2017-18 and still emphasized the need of improving results to get better placement and admissions.

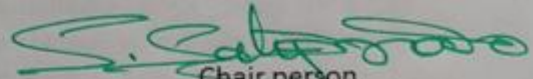
Dr.P.S.R.Chowdary, Vice-Principal and HOD - Department of Electronics and Communication Engineering, Member, IQAC, RIT has requested the all heads of the to motivate the faculty and students to get the improved results.

Dr. S.Srinivasan, IQAC Coordinator informed the date for the next meeting and it is unanimously decided in the Second week of September 2018  
. The meeting ended with a formal vote of thanks.

Members attended the meeting:

S.NO	NAME	Designation	Signature
1	Dr. S.Satyanarayana	Principal	
2	Dr.P.S.R.Chowdary	Vice-Principal and HOD - Department of Electronics and Communication	
3	Dr.V.Sangeetha	HOD, Department of Computer Science Engineering	
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