



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 FOURTH MEETING OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC)

(A. Y. 2018-19)

DATE:05.04.2019

CIRCULAR

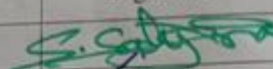
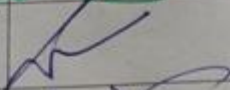

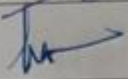


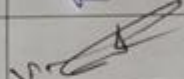
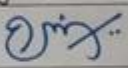
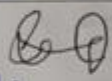
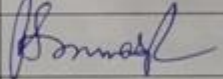
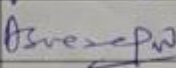
There will be an Internal Quality Assurance Cell (IQAC) committee meeting on 12.04.2019 at 2.30 PM in IQAC Cell. All the committee members are requested to make it convenient to attend the meeting.

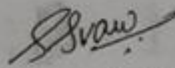
Date: 12.04.2019, Time: 2.30 P.M. Venue: IQAC Cell

AGENDA

1. Review of minutes of 3rd IQAC Meeting
2. Action taken report on the decisions of the previous meeting
3. Status of syllabus completion report and review of results of study hour.
4. Performance of students in internal examinations
5. Research Proposals
6. Research and faculty publications
7. Campus recruitment training programs
8. Preparation AQAR for the academic year 2018-19

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	DrE.V.V. 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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Ref No.: RIT/IQAC/2018-19/4

Date: 12.04.2019

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

Meeting 4 – 12.04.2019

The 4th meeting of IQAC was held at 2.30 p.m. on 12.04.2019 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	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: Review of minutes of 3rd IQAC Meeting

The minutes of the meeting held on 05.01.2019 are approved by the Council

Agenda 2: Action taken report on the decisions of the previous meeting

S.No	Agenda	Action Taken
1	Review of minutes of 2 nd IQAC Meeting	Reviewed the minutes of 2 nd IQAC Meeting
2	Action taken report on the decisions of the previous meeting	Verified subject allocation as per subject experts and teaching loads of the faculty as per guidelines
3	Planning to look after the arrangements for Republic day celebrations.	Republic day celebrations conducted successfully completed with the support of NCC and NSS students.
4	Performance of students in final examinations	Performance of students in final examinations is documented and analyzed and steps are noted to improve the results further
5	Research Proposals	R & D wing is created with the members from each department to look after the research proposals
6	Final year students Projects	Dr. S. Srinivasan, IQAC Coordinator, has conducted the reviews of the final year projects with help heads of the department and the projects guides
7	Research and faculty publications	Frequent meetings are conducted with the faculty members to motivate in research publication and a growth in Research and faculty publications were observed.
8	Activities under Professional Body	The following NSS activities are organized: <ul style="list-style-type: none"> • Cyclone relief donation in Srikakulam. • Special camp Conducted in Dhakamarri village • Dental seminar conducted by Dr.U.Lakshman Varma • Tribute rally for the pulwama attack

Agenda 3: Status of syllabus completion report and review of results of study hour.

Dr. S.Satyanarayana, Chair person, IQAC, RIT has discussed on the status of Syllabus completion reports of all departments. He has expressed his good opinion on the progress of syllabus completion that all have completed units 4, 5 and 6 of syllabus by the start of 2nd mid examination.

Dr.P.S.R.Chowdary, Vice-Principal and HOD - Department of Electronics and Communication Engineering, Member, IQAC, RIT has appreciated heads of all the departments on successful conduction of Study hour and class tests.

Agenda 4: Performance of students in Internal examinations

Dr. S.Satyanarayana, Chair person, IQAC, RIT has discussed performance of the students in quiz and internal mid examinations. He has opined that Performance is good in mid examinations and emphasized the importance of improving the performance of students in quiz tests.

Dr EVV Ramana Murthy, Controller of Examinations, Member, IQAC, RIT has expressed his happiness on the performance of students and further emphasized the need to improve the results further in final examinations.

Mr. P.Srinivasarao, Placement Officer, stressed the need to get good results as the no of eligible students for the placements depends mainly on academic results. Further, he explained the kinds of training programs offering by the college and the list of companies to be visited to the college for the placements

Agenda 5: Research Proposals

Dr.V.V.S.S.S. Chakravarthy, R & D coordinator, member, IQAC, RIT, briefed the list of proposals, eligibility and last dates of submission. He requested all the heads of the department to conduct meeting to make aware of the faculty members on research proposals.

Dr.P.S.R.Chowdary, Vice-Principal and HOD - Department of Electronics and Communication Engineering, Member, IQAC, RIT has discussed the importance of applying research proposals. He requested all the eligible candidates having doctoral degree to concentrate on research proposals, consulting and funding from different agencies.

Agenda 6: Research and faculty publications

Dr.P.S.R.Chowdary, Vice-Principal and HOD - Department of Electronics and Communication Engineering, Member, IQAC, RIT has addressed the members and heads on importance of doing research, publishing the papers.

Dr.V.V.S.S.S. Chakravarthy, R & D coordinator, member, IQAC, RIT, has requested the members and heads to motivate the faculty to write and publish the quality papers.

Agenda 7: Campus recruitment training programs

Mr. P.Srinivasarao, Placement Officer, Member, IQAC, RIT has expressed his happiness on campus placements and thanked all the heads and placement coordinators for their great support and commitments. He has requested the same cooperation in the coming academic year 2019-20.

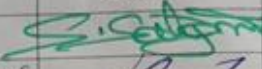
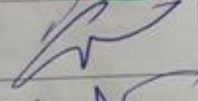
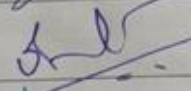
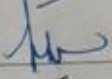



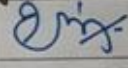
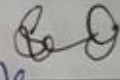
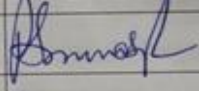
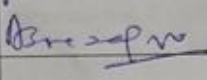
Agenda 8: Preparation AQAR for the academic year 2018-19

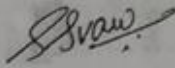
Dr. S.Srinivasan, IQAC Coordinator has thanked all the members for their support for enhancing the quality aspects of the students, faculty and the institution. He also requested all the heads and department IQAC coordinators to finalize AQAR as per NAAC guidelines and make ready by June end.


Dr. S.Srinivasan, IQAC Coordinator informed the Date for the next meeting and it is unanimously decided in the first week of June 2019

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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Principal