

**VIGNAN'S****INSTITUTE OF INFORMATION TECHNOLOGY**
(AUTONOMOUS)(Approved by AICTE - New Delhi & Affiliated to JNTUK, Kakinada)
Beside VSEZ, Duvvada, Vadlapudi Post, Gajuwaka, Visakhapatnam - 530 049.

VIIT/PO/PO/IQAC/08/03

Dt: 01-08-2018

PROCEEDINGS OF THE PRINCIPAL

Sub: VIIT-Reconstitution of Internal Quality Assurance Cell-Orders-Issued

Ref: 1. Office Proceeding No. VIIT/PO/2018/08/01 dated 31.07.2018.

2. Letter from Dean-IQAC, dated 30.07.2018.

RE-CONSTITUTION OF INTERNAL QUALITY ASSURANCE CELL (IQAC)**ORDER**

The Internal Quality Assurance Cell (IQAC) of VIIT is reconstituted with the following members for the Academic Year 2018-19:-

S.No.	Name	Designation	Status in IQAC
1.	Dr.Ch.Narasimham	Principal, VIIT	Chairperson
2.	Dr.V.Madhusudhan Rao	Rector, VIIT	Management Rep.
3.	Mr.K.Pavan Krishna	CEO, Vignan, Vizag Group	Management Rep.
4.	Cmde. P R Kulkarni	(AGM, QA & Lab.) Naval Dockyard, Visakhapatnam	Employer Nominee
5.	Sri K. C. Madhavan	AGM, P&D, HPVP, BHEL	Industry Rep.
6.	Sri B. Suryanarayana	Executive, RINL, VSP	Industrial Rep.
7.	Sri B.Rama Krishna Rao	Manager, RINL, VSP	Parent Rep.
8.	Dr.T.V.Madhusudhana Rao	Professor of CSE Dept., Assoc. Dean-IQAC	Member
9.	Dr.K.Madhusudhan Rao	Dean-Admissions & Student Affairs	Member
10.	Dr.M.Ben Swaroop	Dean-Academics	Member
11.	Dr.B.Sateesh	Dean-Evaluation	Member
12.	Dr.Debnath Bhattacharyya	Dean-R&D	Member
13.	Dr.K.Venkata Rao	H.o.D., IT & MCA, Dean-IPD	Member
14.	Mr.K.R.Satyanarayana	Dean-IR, Training & Placements	Member
15.	Dr.Ch. Hari Govinda Rao	Dean-Admin	Member
16.	Dr.G.Venkata Rao	H.o.D., CE	Teachers Rep.
17.	Dr.P.Sekhar	H.o.D., EEE	Teachers Rep.
18.	Dr.L.V.V.Gopal	H.o.D., ME	Teachers Rep.
19.	Dr.K.Srinivas Naik	H.o.D., ECE	Teachers Rep.
20.	Dr.B.Prasad	H.o.D., CSE	Teachers Rep.

21.	Mr.K.V.N.Rajesh	H.o.D., ECM	Teachers Rep.
22.	Dr.R.Hanumantha Rao	H.o.D., BS&H	Teachers Rep.
23.	Mrs.B.Chandra	H.o.D., MBA	Teachers Rep.
24.	Mr.Hemanth Peddada, 10L31A1239	Business Partner, Balu Images & Events, Visakhapatnam	Alumni Rep.
25.	Mr.Karri Syam Sundar Reddy, 13L31A1218	Jr.Software Engineer, Penion Infotech, Visakhapatnam	Alumni Rep.
26.	Mr.B.Suresh, 15L31A0529	IV yr. CSE Student	Student Rep.
27.	Ms.J. Priyanka, 15L31A0453	IV yr. ECE Student	Student Rep.
28.	Mr.K.Pawan Kumar, 15L31A0387	IV yr. ME Student	Student Rep.
29.	Mr.Veera Manickam	Asst. Prof., Dept. of CSE & Institute Level IQAC Coordinator	Teachers Rep.
30.	Mrs.K.Jagadeswari Devi	Asst. Prof., Dept. of Civil Engg. & Institute Level IQAC Coordinator	Teachers Rep.
31.	Mr.T. Prabhakar	Internal Audit Officer	Member
32.	Dr.G.V.Nagesh Kumar	Prof.,EEE,.	Dean-IQAC

IOAC Members from the Departments:

1.	Mr. Danvada.Vinay Anand	Asst. Prof., Dept. of MECH.
2.	Ms.B.Jyothi	Asst. Prof., Dept. of EEE
3.	Ms.A.Shanthi Swaroopini	Asst. Prof., Dept. of MECH.
4.	Mrs K.Lakshmi	Asst. Prof., Dept. of ECE
5.	Mrs.Nalini Pusarla	Asst. Prof., Dept. of ECE
6.	Ms. P.Pratima Rani	Asst. Prof., Dept. of CSE
7.	Mrs. Chandini	Asst. Prof., Dept. of CSE
8.	Mrs.G.Mani	Asst. Prof., Dept. of IT
9.	Mr. Dasyam Chandra Mouli	Asst. Prof., Dept. of ECM
10.	Mr.Ch.Rajkumar	Asst. Prof., Dept. of BS&H
11.	Mr. N.S.Surya Sai Kumar	Asst. Prof., Dept. of MBA
12.	Mr.Santosh Kumar Sharma	Asst. Prof., Dept. of MCA

Office Staff:

1. Mr.T.Suresh

Copy to:

- Office of the Rector
- Office of the CEO
- All Deans & HODs



PRINCIPAL
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VIGNAN'S INSTITUTE OF
Information Technology (A)
Beside: VSEZ, Duvvada, Visakhapatnam-49



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F.No. VIIT/IQAC/2018-19/01

25th August 2018

NOTICE

The 12th Meeting of Internal Quality Assurance Cell (IQAC) of the Institute will be held on 29th August 2018 at 10-30AM onwards on Wednesday in the Board Room, AKCNB Hall.

All the members are requested to attend the meeting.



Dean IQAC

To

Dean - IQAC
Vignan's Institute of Information Technology
Duvvada, Visakhapatnam
Chairperson IQAC, VIIT

INTERNAL MEMBERS: Dr.Ch.Narasimham, Principal-VIIT, Dr.G.V.Nagesh Kumar, Prof.-EEE, Dean-IQAC; Dr.T.V.Madhusudhana Rao, Professor of CSE Dept.,; Assoc. Dean-IQAC; Mr.Veera Manickam, Asst. Prof., Dept. of CSE & Institute Level IQAC Coordinator; Mrs.K.Jagadeswari Devi, Asst. Prof., Dept. of Civil Engg. & Institute Level IQAC Coordinator; Mr.T. Prabhakar, Internal Audit Officer.

INTERNAL MEMBERS-IQAC COORDINATORS AT DEPARTMENT LEVEL

Mr. Danvada.Vinay Anand, Asst. Prof., Dept. of Civil Engg. Ms.B.Jyothi, Asst. Prof., Dept. of EEE, Ms.A.Shanthi Swaroopini, Asst. Prof., Dept. of Mechanical Engg., Mrs K.Lakshmi Asst. Prof., Dept. of ECE, Mrs.Nalini Pusarla, Asst. Prof., Dept. of ECE, Ms. P.Pratima Rani, Asst. Prof., Dept. of CSE, Mrs. Chandini Asst. Prof., Dept. of CSE; Mrs.G.Mani, Asst. Prof., Dept. of IT; Mr. Dasyam Chandra Mouli, Asst. Prof., Dept. of ECM; Mr.Ch.Rajkumar Asst. Prof., Dept. of BS&H; Mr. N.S.Surya Sai Kumar, Asst. Prof., Dept. of MBA; Mr.Santosh Kumar Sharma, Asst. Prof., Dept. of MCA.

STUDENT MEMBERS:

Mr.B.Suresh, 15L31A0529, IV yr. CSE, Ms.J. Priyanka, 15L31A0453, IV yr. ECE, Mr.K.Pawan Kumar, 15L31A0387, IV yr. ME Student.

ALUMNI REPRESENTATIVE: Mr.Hemanth Peddada, Business Partner, Balu Images & Events, Visakhapatnam; Mr.Karri Syam Sundar Reddy, Jr. Software Engineer, Penion Infotech, Visakhapatnam.

ADMINISTRATIVE REPRESENTATIVE: Dr.Ch. Hari Govinda Rao - Dean-Admin;

MANAGEMENT REPRESENTATIVE: Mr.K.Pavan Krishna - CEO, Vignan, Vizag Group;

EXTERNAL MEMBERS: Cmde. P R Kulkarni(AGM, QA & Lab.) Naval Dockyard, Visakhapatnam; Sri K. C. Madhavan, AGM, P&D, HPVP, BHEL; Sri B. Suryanarayana, Executive, RINL, VSKP.

PARENTS' REPRESENTATIVE: Sri B.Rama Krishna Rao, Manager, RINL, VSP.

PERMANENT INVITEES: Dr.K.Madhusudhan Rao, Dean-Admissions & Student Affairs; Dr.M.Ben Swaroop, Dean-Academics; Dr.B.Sateesh, Dean-Evaluation, Dr.Debnath Bhattacharyya, Dean-R&D; Dr.K.Venkata Rao, Dean-Infrastructure; Mr.K.R.Satyanarayana, Dean-IR, Training & Placements; Dr.G.Venkata Rao, H.o.D., CE, Dr.P.Sekhar, H.o.D., EEE, Dr.L.V.V.Gopala Rao, H.o.D., ME, Dr.Dr.K.Srinivas Naik, H.o.D., ECE, Dr.B.Prasad, H.o.D., CSE; Dr.K.Venkata Rao, H.o.D., IT & MCA, Mr.K.V.N.Rajesh, H.o.D., ECM, Dr.R.Hanumantha Rao, Assoc. Prof & H.o.D., BS&H; Mrs.B.Chandra, H.o.D., MBA

AGENDA

1. Confirmation of the minutes of the 11th IQAC meeting held on 23rd November 2017 action taken on the decision of the previous meeting.
2. Agenda items for approval/decision
 1. JNTUK Research center
 2. Review on Curricular aspects
 3. Evaluation aspects
 4. Review on Teaching Learning process
 5. Innovation aspects
 6. Review on NIRF data
 7. Review & approval of AQAR 2017-18
 8. Any other points of members interest

Copy to : -

- Administrative Office
- Principal Office
- Office of the CEO

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F.No. VIIT/IQAC/2018-19/01

Dt: 29-08-2018

**MINUTES OF THE 12TH MEETING OF THE INTERNAL QUALITY ASSURANCE
CELL (IQAC) HELD ON 29TH AUGUST 2018**

The record notes of discussions in the 12th Meeting of IQAC-VIIT was held on 29th August 2018 i.e in Wednesday at 10-30AM under the chairmanship of Dr. Ch. Narasimham, Principal, VIIT.

Venue: Board Room, Abdul Kalam Centre for Nation Building Hall, VIIT.

Agenda:

1. JNTUK Research center
2. Review on Curricular aspects
3. Evaluation aspects
4. Review on Teaching Learning process
5. Innovation aspects
6. Review on NIRF data
7. Review and Approval of AQAR 2017-18
8. Any other points of members interest

Members Present:

1.	Dr.Ch.Narasimham	Principal, VIIT	Chairperson
2.	Dr.V.Madhusudhan Rao	Rector, VIIT	Management Rep.
3.	Mr.K.Pavan Krishna	CEO, Vignan, Vizag Group	Management Rep.
4.	Dr.G.V.Nagesh Kumar	Prof.-EEE,	Dean-IQAC
5.	Sri K. C. Madhavan	AGM, P&D, HPVP, BHEL	Industry Rep.
6.	Sri B. Suryanarayana	Executive, RINL, VSP	Industrial Rep.
7.	Sri B.Rama Krishna Rao	Manager, RINL, VSP	Parent Rep.
8.	Dr.T.V.Madhusudhana Rao	Professor of CSE Dept., Assoc. Dean-IQAC	Member
9.	Dr.K.Madhusudhan Rao	Dean-Admissions & Student Affairs	Member
10.	Dr.M.Ben Swaroop	Dean-Academics	Member

11.	Dr.B.Sateesh	Dean-Evaluation	Member
12.	Dr.Debnath Bhattacharyya	Dean-R&D	Member
13.	Dr.K.Venkata Rao	Dean-IPD	Member
14.	Mr.K.R.Satyanarayana	Dean-IR, Training & Placements	Member
15.	Dr.Hari Govinda Rao	Dean-Admin	Member
16.	Dr.G.Venkata Rao	H.o.D., CE	Teachers Rep.
17.	Dr.P.Sekhar	H.o.D., EEE	Teachers Rep.
18.	Dr.L.V.V.Gopal	H.o.D., ME	Teachers Rep.
19.	Dr.B.Prasad	H.o.D., CSE	Teachers Rep.
20.	Dr.K.Venkata Rao	H.o.D., IT & MCA	Teachers Rep.
21.	Mr.K.V.N.Rajesh	H.o.D., ECM	Teachers Rep.
22.	Dr.R.Hanumantha Rao	H.o.D., BS&H	Teachers Rep.
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24.	Mr.Hemanth Peddada, 10L31A1239	Business Partner, Balu Images & Events, Visakhapatnam	Alumni Rep.
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29.	Mr.Veera Manickam	Asst. Prof., Dept. of CSE & Institute Level IQAC Coordinator	Teachers Rep.
30.	Mrs.K.Jagadeswari Devi	Asst. Prof., Dept. of Civil Engg. & Institute Level IQAC Coordinator	Teachers Rep.
31.	Mr.T. Prabhakar	Internal Audit Officer	Member
32.	Mr. Danvada.Vinay Anand	Asst. Prof., Dept. of Civil Engg.	IQAC Coordinator
33.	Ms.B.Jyothi	Asst. Prof., Dept. of EEE	IQAC Coordinator
34.	Ms.A.Shanthi Swaroopini	Asst. Prof., Dept. of Mechanical Engg.	IQAC Coordinator
35.	Mrs.Nalini Pusarla	Asst. Prof., Dept. of ECE	IQAC Coordinator
36.	Mrs. Chandini	Asst. Prof., Dept. of CSE	IQAC Coordinator
37.	Mrs.G.Mani	Asst. Prof., Dept. of IT	IQAC Coordinator
38.	Mr. Dasyam Chandra Mouli	Asst. Prof., Dept. of ECM	IQAC Coordinator
39.	Mr.Ch.Rajkumar	Asst. Prof., Dept. of BS&H	IQAC Coordinator
40.	Mr. N.S.Surya Sai Kumar	Asst. Prof., Dept. of MBA	IQAC Coordinator
41.	Mr.Santosh Kumar Sharma	Asst. Prof., Dept. of MCA	IQAC Coordinator

Members Absent:

1	Cmde. P R Kulkarni	(AGM, QA & Lab.) Naval Dockyard, Visakhapatnam	Employer Nominee
2	Mr.K.V.N.Rajesh	H.o.D., ECM	Teachers Rep.

3	Dr.K. Srinivasa Naik	Assoc. Prof., Dept. of ECE & Institute Level IQAC Coordinator	Teachers Rep.
4	Mrs K.Lakshmi	Asst. Prof., Dept. of ECE	IQAC Coordinator
5	Ms. P.Pratima Rani	Asst. Prof., Dept. of CSE	IQAC Coordinator

Proceedings:

The Minutes of the 11th IQAC meeting was placed before the committee for the confirmation of the minutes and members confirmed. Following points were discussed and decisions were taken:

Item No. 1: JNTUK Research center

Dean IQAC updated about the results of JNTUK research center inspection notification dated on 03-04-2018 for ECE and 06-08-2018 for CSE department. JNTUK has granted research centers for two departments ECE for two years (2017-18 to 2018-19) and CSE for two years (2018-19 to 2019-20).

Item No. 2: Review on Curricular aspects

- ❖ Dean academic reported various curricular related activities. As a part exploratory learning, a new Course -Engineering Exploration introduced for Solving real world Problems.
- ❖ Tied-up with government initiatives - APSSDC, APITA for skill oriented courses and newer Technologies.
- ❖ Arrangement underway with National Mission – Pradhan Mantri Kaushal Vikas Yojana (PMKVY) for industry –relevant skill training.
- ❖ As an affiliated institution under JNTUK(Seniors), Gaps in Curriculum identified – seminars and workshops organised for participation by students.

Item No. 3: Evaluation Aspects:

- ❖ Dean evaluation reported the recent developments in exam cell. Since the conferment of Autonomous status in 2017, Examination section is aligned for timely conduct of End examinations.
- ❖ Teams of experts from IIT's, NIT's and reputed Universities identified for setting Question banks and Question papers

Item No. 4: Review on Teaching Learning Process:

- ❖ Interactive pedagogical activities - blended learning, flipped class room, introduced for active student Participation.
- ❖ Collaborations set in place with International universities for development of research competency among students.
- ❖ Students encouraged participating in skill acquisition programs to meet industry needs.

- ❖ Various Faculty improvement programs and faculty development programs are being conducted on various pedagogical methods to impart new way of teaching to the faculty community.

Item No. 5: Innovation related activities:

- ❖ Centre for Innovation (CFI) - innovative platform exploring students capabilities in novel technology initiatives thus developing new learning experience.
- ❖ FI connects students and faculty actively tackling new challenges and come up with new solutions.

Item No. 6. Review on NIRF application

Dean IQAC shared the data of various parameters in NIRF application and discussed about the improvement areas.

Item No. 7. Review & Approval of AQAR 2017-18

- Resolved to submit the data related to the Annual Quality Audit Report (AQAR) 2017-18 and it is approved.

Item No.8. Others : External members were invited to present their views and suggestions, the gist of which is as below .

Sri. K.Madhavan: Congratulated the Institute for NAAC accreditation and research facilities

1. Elaborated on the Strategic plan developed by BHEL based on three principles of Survival, Revival and Thriving.
2. Briefly discussed on Survive technique in the form of execution, consolidation and simplification.

Sri Suryanarayana:

1. Congratulated the Institute for NAAC accreditation and research facilities
2. In terms of placements, suggested on MOUs with Core sectors in addition to IT sectors because institute is getting Software sector placements more often than other Core Engineering branches.

Cmde. P.R. Kulkarni:

(Sent his views and opinions as a note "Engineering education...." which was read out by Sri.T. Prabhakar, IAO, on his behalf)

Salient points of the note:

1. Need for Engineers to conceptualize the products.
2. Development of students into Key Players in the society vital and need to be considered in the following sectors.
 - R&D

- Design
 - Manufacturing
 - Operation and Maintenance
 - Sales and Marketing
3. Emphasised on problem solving and design thinking aspects in education.
 4. Discussed about at the skill and gaps imparted during technical education and the need to look at the issue seriously.

The Rector of the institute Dr. V.M.Rao thanked the external members for their suggestions and stressed the following: -

1. The four pillars of any strategy be Design, Think, Solve and Create.
2. Evaluation patterns would be redesigned for the better at the institute level.

Dr. M. Benswaroop, Dean Academics, also thanked the external members for their valuable suggestions. Enquired about the necessity of Quality Policy over and above Vision and Mission statements and sought suggestions from Sri Madhavan on the coining of Quality policy statement for the institution.

In conclusion, CEO, K. Pavan Krishna reflected on the suggestions of members and mentioned the future plans of the institution as blow:-

- Different perspectives needed every 6 months.
- Teaching is our core competency and the necessity to excel in it, which should start from the grassroots level.

The proceedings ended with a vote of thanks Ms.Shanti Swaroopini, Asst. Prof. ME Department. The meeting concluded with the vote of thanks by the chair.


Dean IQAC
Quality Assurance Cell




Chairperson
PRINCIPAL
VIGNAN'S INSTITUTE OF
Information Technology (A)
 Beside: VSEZ, Duvvada, Visakhapatnam-49

Dean - IQAC
 Vignans Institute of Information Technology
 Vignans Institute of Information Technology
 Duvvada, Visakhapatnam.
 Ph: 08912755444 (off)



VIGNAN'S INSTITUTE OF INFORMATION TECHNOLOGY

(Autonomous)

DUVVADA::VISAKHAPATNAM


IQAC-ACTION TAKEN REPORT AGAINST THE 12TH IQAC MEETING HELD ON 29TH AUGUST 2018

Agenda No.	Resolution	Action Taken
1.	Item No. 1: JNTUK Research center Dean IQAC updated about the results of JNTUK research center inspection notification dated on 03-04-2018 for ECE and 06-08-2018 for CSE department. JNTUK has granted research centers for two departments ECE for two years (2017-18 to 2018-19) and CSE for two years (2018-19 to 2019-20).	<i>Point Noted; Further no action is required.</i>
2.	Item No. 2: Review on Curricular aspects <ul style="list-style-type: none">❖ Dean academic reported various curricular related activities. As a part exploratory learning, a new Course - Engineering Exploration introduced for solving real world Problems.❖ Tied-up with government initiatives - APSSDC, APITA for skill oriented courses and newer Technologies.❖ Arrangement underway with National Mission – Pradhan Mantri Kaushal Vikas Yojana (PMKVY) for industry –relevant skill training.❖ As an affiliated institution under JNTUK(Seniors), Gaps in Curriculum identified – seminars and workshops organised for participation by students.	Point noted and Principal instructed to Heads of the Department to map theory classes to practical classes.
3.	Item No. 3: Evaluation Aspects: <ul style="list-style-type: none">❖ Dean evaluation reported the recent developments in exam cell. Since the conferment of Autonomous status in 2017, Examination section is aligned for timely conduct of End examinations.❖ Teams of experts from IIT's, NIT's and reputed Universities identified for setting Question banks and Question papers	Point noted and Principal instructed to Dean Admin to arrange necessary arrangements.
4.	Item No. 4: Review on Teaching Learning Process: <ul style="list-style-type: none">❖ Interactive pedagogical activities - blended learning, flipped class room, introduced for active student Participation.	Principal instructed to Dean Academics and Dean admin to procure ZOOM licenses at least one per department.

	<ul style="list-style-type: none"> ❖ Collaborations set in place with International universities for development of research competency among students. ❖ Students encouraged participating in skill acquisition programs to meet industry needs. ❖ Various Faculty improvement programs and faculty development programs are being conducted on various pedagogical methods to impart new way of teaching to the faculty community. 	Also instructed HoDs to use Google Meet for conducting online classes
5.	Item No. 5: Innovation related activities: <ul style="list-style-type: none"> ❖ Centre for Innovation (CFI) - innovative platform exploring students capabilities in novel technology initiatives thus developing new learning experience. ❖ FI connects students and faculty actively tackling new challenges and come up with new solutions. 	Point noted.
6.	Item No. 6: Review on NIRF application Dean IQAC shared the data of various parameters in NIRF application and discussed about the improvement areas.	Point noted; Principal advised to all HoDs to verify NIRF document and give suggestions.
7.	Item No. 7. Review & Approval of AQAR 2017-18 <ul style="list-style-type: none"> • Resolved to submit the data related to the Annual Quality Audit Report (AQAR) 2017-18 and it is approved. 	Point noted and action initiated.
8.	Item No. 8: Others: External members were invited to present their views and suggestions, the gist of which is as below. Sri. K.Madhavan: Congratulated the Institute for NAAC accreditation and research facilities	Point noted. No action required.




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Dean IQAC
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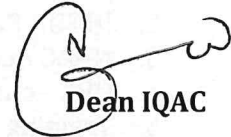
10th April 2019

NOTICE

The 13th Meeting of Internal Quality Assurance Cell (IQAC) of the Institute will be held on 15th April 2019 at 10:00 AM onwards on Monday in the Board Room, AKCNB Hall.

All the members are requested to attend the meeting.




Dean IQAC

To

INTERNAL MEMBERS: Dr.B.Arundhati, Principal, VIIT, Chairperson; Dr.C.Narasimham, Prof. in CSE, Dean-IQAC, Dr.K. Srinivasa Naik, Assoc. Prof., Dept. of ECE, Mr.Veera Manickam, Asst. Prof., Dept. of CSE Mrs.K. Jagadeswari Devi, Asst. Prof., Dept. of CE; Dr.D.Vinay Anand, Asst. Prof., CE; Ms.Sana Sahithi, Asst. Prof., Dept. of EEE; Ms.Shanthi Swaroopini, Asst. Prof., Dept. of ME; Ms.K.Lakshmi, Asst. Prof., Dept. of ECE; Ms.K.Swathi, Asst. Prof., Dept. of ECE; Ms.P.Sandhya, Asst. Prof., Dept. of CSE; Ms.P.Anusha, Asst. Prof., Dept. of CSE; Mrs.Ch.Bhargavi, Asst. Prof., Dept. of IT; Mr.D.Chandra Mouli, Asst. Prof., Dept. of ECM; Dr.N.Ramya, Assoc. Prof., Dept. of BS&H; Mr.N.S.Surya Sai Kumar, Asst. Prof., Dept. of MBA; Mrs.Y.Lakshmi Sirisha; Asst. Prof., Dept. of MCA; Mr. T. Prabhakar, Internal Audit Officer.

STUDENT MEMBERS: Mr.K.Gunasekhar, 16L31A0586, III yr. CSE; Mr.K.S.Harivardhan, 16L31A0480, III yr. ECE; Mr.T.Venkata Sumanth, 16L31A03D0, III yr. ME

ALUMNI REPRESENTATIVE: Mr.Hemanth Peddada, 10L31A1239, Business Partner, Balu Images & Events, Visakhapatnam; Mr.Karri Syam Sundar Reddy, 13L31A1218, Jr.Software Engineer, Penion Infotech, Visakhapatnam

ADMINISTRATIVE REPRESENTATIVE: Dr.Ch.Hari Govinda Rao, Assoc. Prof.-MBA, - Dean-Administration

MANAGEMENT REPRESENTATIVE: Mr.K.Pavan Krishna - CEO, Vignan, Vizag Group; Dr.V.Madhusudhan Rao, Rector, VIIT.

EXTERNAL MEMBERS: Dr.B.Subba Rao, Program Director, SAMEER-CE3 (Center for Electromagnetic Environmental Effects), Employer Rep.; Sri R.Rajani Kanth, Promoter, Ni-Chrome Alloy Castings Pvt. Ltd., AKP, Industrial Rep

Parents Representative: Sri B.Rama Krishna Rao, Manager, RINL, VSP.

PERMANENT INVITEES:

Dr.M.Ben Swaroop, Prof.-CSE, Dean-Academics; Dr.K.Madhusudhan Rao, Prof.-BS&H, Dean-Admissions & Student Affairs, Dr.B.Sateesh, Prof.-ME, Dean-Evaluation, Dr.Debnath Bhattacharyya, Prof.-CSE, Dean-R&D; Dr.K.Venkata Rao, Prof.-CSE, Dean-Infrastructure & Devt., Mr.K.R.Satyanarayana, Prof.-ME, Dean-IR, Training & Placements, Dr.G.Venkata Rao, H.o.D., CE, Dr.P.Sekhar, H.o.D., EEE, Dr.Ch.Sivarama Krishna, H.o.D., ME, Dr.P.S.N.Murthy, H.o.D., ECE, Dr.B.Prasad, H.o.D., CSE; Dr.J.Anitha, H.o.D., IT & MCA, Dr.T.V.Madhusudhana Rao, H.o.D., ECM, Dr.T.V.S.P.V.Satya Guru, Assoc. Prof & H.o.D., BS&H; Dr.Archana Acharya, H.o.D., MBA

AGENDA

1. Reconstitution of IQAC committee
2. JNTUK Research centers
3. NAAC Accreditation status
4. OBE - outcome based education methodologies
5. Training & Placement activities
6. Teaching & Learning activities
7. Review on Students' support activities
8. Higher education

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VIGNAN'S

INSTITUTE OF INFORMATION TECHNOLOGY
(AUTONOMOUS)

(Approved by AICTE - New Delhi & Affiliated to JNTUK, Kakinada)
Beside VSEZ, Duwada, Vadlapudi Post, Gajuwaka, Visakhapatnam - 530 049.

F.No. VIIT/IQAC/2018-19/02

Dt: 15-04-2019

**MINUTES OF THE 13TH MEETING OF THE INTERNAL QUALITY ASSURANCE
CELL (IQAC) HELD ON 15TH APRIL, 2019**

The record notes of discussions in the 13th Meeting of IQAC-VIIT was held on 15th April 2019 i.e. On Monday at 10-00AM under the chairmanship of Dr. B. Arundhati, Principal, VIIT.

Venue: Board Room, Abdul Kalam Centre for Nation Building Hall, VIIT.

Agenda:

1. Reconstitution of IQAC committee
2. JNTUK Research centers
3. NAAC Accreditation status
4. OBE - outcome based education methodologies
5. Training & Placement activities
6. Teaching & Learning activities
7. Review on Students' support activities
8. Higher education

Members Present:

1.	Dr.B.Arundhati	Principal, VIIT	Chairperson
2.	Mr.K.Pavan Krishna	CEO, Vignans, Vizag Group	Management Rep.
3.	Dr.V.Madhusudhan Rao	Rector, VIIT	Management Rep.
4.	Dr.B.Subba Rao	Program Director, SAMEER-CE3 (Center for Electromagnetic Environmental Effects)	Employer Rep.
5.	Sri R.Rajani Kanth	Promoter, Ni-Chrome Alloy Castings Pvt. Ltd., AKP	Industrial Rep.
6.	Sri B.Rama Krishna Rao	Manager, RINL, VSP	Parent Rep.
7.	Dr.K.Madhusudhan Rao	Dean-Admissions & Student Affairs	Member
8.	Dr.M.Ben Swaroop	Dean-Academics	Member
9.	Dr.B.Sateesh	Dean-Evaluation	Member
10.	Dr.Debnath Bhattacharyya	Dean-R&D	Member
11.	Dr.K.Venkata Rao	Dean-IPD	Member
12.	Mr.K.R.Satyanarayana	Dean-IR, Training & Placements	Member
13.	Dr.CH. Hari Govinda Rao	Dean-Admin	Member
14.	Dr.G.Venkata Rao	H.o.D., CE	Teachers Rep.

15.	Dr.P.Sekhar	H.o.D., EEE	Teachers Rep.
16.	Dr.P.S.N.Murthy	H.o.D., ECE	Teachers Rep.
17.	Dr.B.Prasad	H.o.D., CSE	Teachers Rep.
18.	Dr.J.Anitha	H.o.D., IT & MCA	Teachers Rep.
19.	Dr.T.V.Madhusudhana Rao	H.o.D., ECM	Teachers Rep.
20.	Dr.T.V.S.P.Satya Guru	H.o.D., BS&H	Teachers Rep.
21.	Dr.Archana Acharya	H.o.D., MBA	Teachers Rep.
22.	Mr.Hemanth Peddada, 10L31A1239	Business Partner, Balu Images & Events, Visakhapatnam	Alumni Rep.
23.	Mr.Karri Syam Sundar Reddy, 13L31A1218	Jr.Software Engineer, Penion Infotech, Visakhapatnam	Alumni Rep.
24.	Mr.K.Gunasekhar, 16L31A0586	III yr. CSE Student	Student Rep.
25.	Mr.K.S.Harivardhan, 16L31A0480	III yr. ECE Student	Student Rep.
26.	Mr.T.Venkata Sumanth, 16L31A03D0	III yr. ME Student	Student Rep.
27.	Dr.K. Srinivasa Naik	Assoc. Prof., Dept. of ECE & Institute Level IQAC Coordinator	Teachers Rep.
28.	Mr.Veera Manickam	Asst. Prof., Dept. of CSE & Institute Level IQAC Coordinator	Teachers Rep.
29.	Mr.T. Prabhakar	Internal Audit Officer	Member
30.	Dr.Ch.Narasimham	Prof.-CSE, Dean-IQAC	Director of IQAC
31.	Mr. Danvada Vinay Anand	Asst. Prof., Dept. of Civil Engg.	IQAC coordinator
32.	Ms.Sana Sahithi	Asst. Prof., Dept. of EEE	IQAC coordinator
33.	Ms.A.Shanthi Swaroopini	Asst. Prof., Dept. of Mechanical Engg.	IQAC coordinator
34.	Mrs K.Lakshmi	Asst. Prof., Dept. of ECE	IQAC coordinator
35.	Mrs.K.Swathi	Asst. Prof., Dept. of ECE	IQAC coordinator
36.	Ms. P.Sandhya	Asst. Prof., Dept. of CSE	IQAC coordinator
37.	Mrs P.Anusha	Asst. Prof., Dept. of CSE	IQAC coordinator
38.	Mrs.Ch.V.Bhargavi	Asst. Prof., Dept. of IT	IQAC coordinator
39.	Mr. Dasyam Chandra Mouli	Asst. Prof., Dept. of ECM	IQAC coordinator
40.	Mr. N.S.Surya Sai Kumar	Asst. Prof., Dept. of MBA	IQAC coordinator
41.	Mrs.Y.Lakshmi Sirisha	Asst. Prof., Dept. of MCA	IQAC coordinator

Members Absent:

1	Mr.Ch.Sivarama Krishna	H.o.D., ME	Teachers Rep.
2	Dr. N. Ramya	Assoc. Prof., Dept. of BS&H	IQAC coordinator
3	Mrs.K.Jagadeswari Devi	Asst. Prof., Dept. of Civil Engg. & Institute Level IQAC Coordinator	Teachers Rep.

PROCEEDINGS:

The Minutes of the 12th IQAC meeting was placed before the committee for the approval and the members confirmed the minutes. Dean, IQAC briefly introduced the external members to the house and presented the highlights of VIIT and major achievements of the institution in the last couple of years. Plans of action by the institute in the coming years were elaborated.

Following points were discussed and decisions were taken:

Item No. 1: Reconstitution of IQAC committee

Dean IQAC formally invited all the new members of the IQAC compositions orders issued on 01-05-2019. Rector and Principal extended their greetings and wishes to the constituent members of the new composition 2019-20.

Item No. 2: JNTUK Research center

Dean IQAC briefed about the results of JNTUK research center inspection notification dated on 16th Oct 2018. JNTUK has granted research centers for two departments EEE for two years and MECH for two years (2018-19 to 2019-20).

Item No. 3: NAAC Accreditation status

Dean IQAC briefed about NAAC notification issued on 4th Dec 2018 with regard to extension of approval up to 31st Dec 2022.

Item No. 4: OBE - Outcome based education methodologies

Principal, VITT and Chairperson IQAC in her welcome address briefly dwelt on the present outcome based education methodologies (OBE) which enable students to become job creators as against being job seekers. She mentioned that VIIT having NBA and NAAC accreditations is in an advantageous position to fulfill this need in training its students to become job creators. The members of the committee enquired about the OBE-activities in VIIT. Dean IQAC updated various initiatives from IQAC

Item No. 5: Training & Placement activities

Dean T&P reported the list of training and placement activities and discussed about the core company placements.

- Shri Rajanikanth advised the students should be trained in IT skills to work in real time projects to enhance to equip the IT jobs for Non-IT students.
- Sri. K R Satyanarayana, Dean T&P elaborated on the future plan of the Institution for Industrial visits of students.
- Dr. V. Madhu sudana Rao, rector of the institute elaborated the institute initiates like, Encouragement to students to participate in skill acquisition programs to meet the
- Banking and IT industry needs.

Item No. 6: Teaching & Learning activities

Chairperson of the IQAC reported the day-to-day activities of teaching & learning Process like, Preparedness of Teachers, Lesson plans, Orientation sessions, Faculty induction Programmes etc.

- Dr. B. Subba Rao –Discussed and advised that:-
 - Student mindset needs to be honed to make best use of the available opportunities. Teaching Methodologies, adopted should cater to student success. Irrespective of their caliber at induction. Focus on effective time management to be focused for good output. Suggested to build strong fundamentals skills to garn proper learning outcomes.
- Sri R. Rajani Kanth – Discussed and advised that:-
 - Students should focus on acquiring the fundamentals of engineering principles during their tenure at the college. Students should engage themselves more often in the Library and read textbooks rather than depending entirely guide books.
 - Banks and Finance Institutions should be invited to interact with students to impart basics of entrepreneurship.
- Mr. K. Surya Harivardhan student of III B.Tech. ECE Department thanked to all the internal and external members for giving him this opportunity and expressed his views and requested the following:
 - Provide avenues for practical orientation of learning.
 - Increase library working hours.
 - Bring in more flexibility in the time table to enable students to spend time on their
- Mr. T. Venkata Sumanth, student of III B.Tech. MECH Dept, thanked to the management and felt –
 - Students should be encouraged more for mini projecto and internships.
 - Require more number of technical seminars.
 - CRT training need to be more strict and purposeful.
 - GATE coaching classes, to be designed to enable students to acquire more in-depth subject knowledge

Item No. 7: Review on Students' support activities

Dean IQAC presented the list of students support initiatives by the institute like, Means-Cum-Merit scholarship, coaching for competitive examinations, Support for Higher education, Support to attend sports and cultural activities etc. also updated the students' achievements in Curricular and Extracurricular activities.

- Sri B. Ramakrishna Rao advised that the students to be trained to pursue continuous improvement.
 - Efforts of the institution towards success in campus recruitment interaction to be continued.
 - Importance of Student discipline for healthy learner environment.
- Sri L. Prasanth Kumar, Alumni of VIIT, thanked to IQAC team members for inviting him and express his views as –
 - Primary importance to be given to acquiring communication skills.
 - Develop interests to participate in doing internships.
 - Discipline is the sole need in students after leaving the institute to take up positions in the industry.

Item No. 8: Higher Education:

- Dean IQAC narrated the list of support activities for Higher education in VIIT. Further Dr. V. Madhusudana Rao, Rector, thanked the external members for their valuable time and suggestions and elaborated on the following quality aspects of higher education being implemented at VIIT –
 - Importance of implementing outcome based quality parameters
 - Optimization and integration of modern methods of teaching and learning.
 - Creation opportunities for the students as those of internships and participation in the international events.
 - Ensuring the adequacy, maintenance and proper allocation of support structure and services.

Felicitation of external members by Chairman IQAC was followed by vote of thanks by Dr. Hari Govinda Rao, Assoc. Dean IQAC.

Compiled by

- Mrs. P. Sandhya & Ms. P. Anusha, IQAC Coordinators

The meeting concluded with the vote of thanks by the chair.


Dean IQAC

INTERNAL QUALITY ASSURANCE CELL





**CHAIRPERSON
PRINCIPAL**

**VIGNAN'S INSTITUTE OF
Information Technology (A)**
Beside: VSEZ, Duvvada, Visakhapatnam-49





VIGNAN'S INSTITUTE OF INFORMATION TECHNOLOGY

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IQAC-ACTION TAKEN REPORT AGAINST THE 13TH IQAC MEETING HELD ON 15TH APRIL 2019

Agenda No.	Resolution	Action Taken
1	Item No. 1: Reconstitution of IQAC committee Dean IQAC formally invited all the new members of the IQAC compositions orders issued on 01-05-2019. Rector and Principal extended their greetings and wishes to the constituent members of the new composition 2019-20.	Point noted; Principal wishes to all new IQAC members.
2	Item No. 2: JNTUK Research center Dean IQAC briefed about the results of JNTUK research center inspection notification dated on 16 th Oct 2018. JNTUK has granted research centers for two departments EEE for two years and MECH for two years (2018-19 to 2019-20).	Point noted and Principal instructed to Dean R&D to arrange necessary arrangements.
3	Item No. 3: NAAC Accreditation status Dean IQAC briefed about NAAC notification issued on 4 th Dec 2018 with regard to extension of approval up to 31 st Dec 2022.	Principal requested to all Deans & HoDs for NAAC Accreditation works.
4	Item No. 4: OBE - Outcome based education methodologies Principal, VITT and Chairperson IQAC in her welcome address briefly dwelt on the present outcome based education methodologies (OBE) which enable students to become job creators as against being job seekers. She mentioned that VIIT having NBA and NAAC accreditations is in an advantageous position to fulfill this need in training its students to become job creators. The members of the committee enquired about the OBE-activities in VIIT. Dean IQAC updated various initiatives from IQAC	Point noted;

5	Item No. 5: Training & Placement activities Dean T&P reported the list of training and placement activities and discussed about the core company placements.	Point noted; Instructed to HoDs to interact industrial managers for student internship program.
6	Item No. 6: Teaching & Learning activities Chairperson of the IQAC reported the day-to-day activities of teaching & learning Process like, Preparedness of Teachers, Lesson plans, Orientation sessions, Faculty induction Programmes etc.	Point noted and instructed Dean Academics and HoDs to conduct more number of training programs to the newly joined faculty members.
7	Item No. 7: Review on Students' support activities Dean IQAC presented the list of students support initiatives by the institute like, Means-Cum-Merit scholarship, coaching for competitive examinations, Support for Higher education, Support to attend sports and cultural activities etc. also updated the students' achievements in Curricular and Extracurricular activities.	Point noted and instructed Dean student affairs to encourage students to participate more number of activities.
8	Item No. 8: Higher Education: Dean IQAC narrated the list of support activities for Higher education in VIIT. Further Dr. V. Madhusudana Rao, Rector, thanked the external members for their valuable time and suggestions and elaborated on the following quality aspects of higher education being implemented at VIIT	Point noted




Dean IQAC

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