



**SREENIVASA INSTITUTE OF TECHNOLOGY AND MANAGEMENT
STUDIES, CHITTOOR
(AUTONOMOUS)**

Awarded 'A' Grade by Technical Education, Govt. of A.P, Approved by AICTE, New Delhi,
Permanently Affiliated to JNTUA, Ananthapuramu.

ESTD: 1998

Ref: SITAMS/IQAC/2023-24/CIR 02

Dt: 20-09-2023

INVITATION

Dear Sir/Madam,

Sub: SITAMS, Chittoor-Autonomous Institution –Invitation- IQAC Meeting on Saturday,
22/09/2023 at 11.00 AM-Regarding.

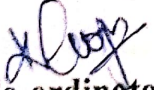
I am glad to inform the distinguished Dean Academics, Heads of Department and Members of Internal quality Assurance cell (IQAC) of Sreenivasa Institute of Technology and Management Studies (SITAMS) to attend the meeting, scheduled on 22/09/2023 at 11.00AM in the Conference Hall.

The agenda of meeting is as follows.

1. Curricular Aspects
2. Teaching Learning Evaluation
3. Research Innovation and Extension
4. Infrastructure and Learning Resources
5. Student Support and Progression
6. Governance, Leadership and Management

You are kindly requested to make it convenient to attend the meeting

Thanking you


IQAC Co-ordinator

copy to:

1. Dean Academics
2. All the Head of the Departments
3. All IQAC Members
4. Concerned file


PRINCIPAL



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INTERNAL QUALITY ASSURANCE CELL(IQAC)

Date: 22-09-2023

Time: 11:00AM to 12:00PM

Venue: Conference Hall.

Minutes of the 2st Internal quality Assurance Cell (IQAC) Meeting, SITAMS-Chittoor, for the academic year 2023-2024. The following members were present in the meeting.

S.No	Name of the Member	Designation	Position
1.	Dr.N.Venkatachalapathi	Professor, Head of Institution	Chairperson
2.	Sri.K.Ranganatham	Chairman, SITAMS	Member
3.	Dr.M.Saravanan	Professor, Dean of Academics	Member
4.	Dr.S.Rajesh	Professor, Controller of Examinations	Member
5.	Dr.U.Balakrishna	Professor & Head Department of Science & Humanities	Member
6.	Sri.K.Ravindranatha Reddy	Administrative officer	Member
7.	Mr. Ramesh R.Halapurki	Professor, Department of Electrical and Electronics	Member
8.	Dr. M. Kalpana Devi	Professor, Department of Master of Computer Applications	Member
9.	Dr.M.Vijay Bhaskar Reddy	Associate Professor, Department of Science & Humanities	Member
10.	Dr.K.Nandha Kumar	Associate Professor, Department of Computer Science Engineering	Member
11.	Mr.K.M.Hemambaran	Assistant professor, Department of Electronics and Communication	Member
12.	Ms. R.Karunia Krishnapriya	Associate Professor, Department of Data Science	Member
13.	Dr.N.Gayathri devi	Associate professor, Department of Artificial Intelligence	Member
14.	Mr.N.Manikantachari	Assistant professor, Department of Mechanical Engineering	Member
15.	Ms.G.Shoba	Assistant professor, Department of Master of Business Administration	Member
16.	Dr.K.L.Narayana	Professor (Rtd), S.V.University, Tirupati	Member
17.	Ms.D.Dharani	Alumni,SITAMS	Member
18.	Ms.G.Bharathwaj	Student-IV ECE	Member
19.	Ms.M.Deepika Varma	Student-IV EEE	Member

20.	Mr.M.Devendranath Reddy	Industry person, Wind and Solar Energy Consultant and System Integrator, Tirupati.	Member
21.	Dr.K.Gopi	Professor, Department of ECE	IQAC Coordinator

Prof. N. Venkatachalapathi, Principal and Chairperson, IQAC has welcomed the members to the meeting and briefed the role and responsibilities of IQAC. With the permission of the Chair, Prof.K.Gopi, Coordinator-IQAC, has presented the opening remarks and shared the following points as per the Agenda.

- The details of the report are given below.

Agenda 1:

Curriculum Aspects

- The Committee has reviewed the action taken report of the previous semester feedback to improve the quality of teaching process. The committee emphasized the need for the faculty members to strictly adhere to the lesson plan, and the need to officially seek approval from the respective head of the department in case of any deviation from the lesson plan. Chairperson of IQAC expressed that
 - Target to be set for each Department and centre regarding MOU-One at the International level and one at the State level.
 - The members advised to sign a memorandum of understanding with various Research institutes and industries of repute engaged in emerging areas of Engineering, Technology & Management.
 - IQAC Coordinator suggested that teachers should enroll themselves in online courses offered by the NPTEL and thereby encourage students to take the courses.

Agenda 2:

Teaching Learning Evaluation:

- Administrative Officer is requested to initiate the Faculty Recruitment process as per the requirement Submitted by HODs for Academic year 2023-2024.
- The Committee has reviewed the action taken report on AY 2022-2023 and advised to segregate the subjects under three categories(I,e Easy, Moderate and Difficult) to set the targets for result analysis in the Academic year 2023-2024.
- All HoDs are informed to monitor the discipline, Antiragging and mentoring to ensure the academic and behavioral discipline among the students. For this, HoDs are asked to make frequent rounds while the classes are in the progress to ensure both the faculty and the students are adhering to the plans and schedules.

Agenda 3:

Research, Innovation and Extension:

- To improve the Research Innovation Activities, the committee has advised HoDS to do following activities effectively.
- Submission of Research proposals to funding agencies wherever they are announced, Encourage the faculties and students for filing patent and quality paper publications.
- Committee advised to effectively utilize Mous with industries and academia and arranges more activities.
- NSS officer is instructed to plan atleast two outreach programs during the semester
- Dean R& D Advised to plan National conference and initiate more number of Innovation and Entrepreneur activities.
- NSS officer instructed to plan atleast two outreach programs during the semester.

Agenda 4:

Infrastructure and Learning Resources:

The committee advised to submit the Infrastructure and Library Facility for additional intakes and also to Maintain Campus- Clean and Green and Wi-Fi with fidelity and speed.

Agenda 5:

Student Support and Progression:

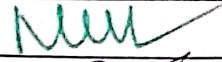
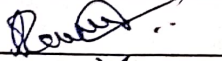
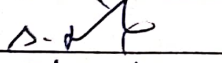
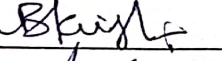
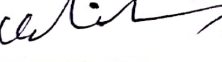
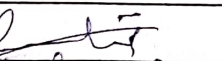
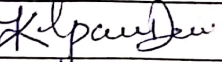
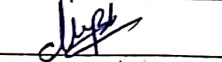


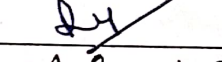
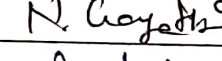
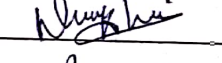
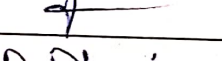
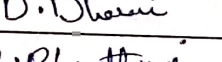
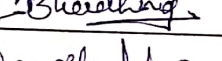
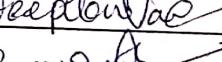
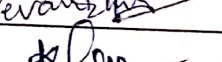

- Training and placement officer informed to plan Internal and External training activities for II & III year students and placement drives for final year students.
- All HoDs are informed to prepare the Alumni talks and Career Guidance programs.

Agenda 6:

Governance, Leadership and Management:

- HoDs are informed to plan and organize Faculty Development programmes and Skill up Gradation programs for teaching and Non teaching staff respectively.
- Dean Academics informed to conduct Internal and External Academic Audit effectively.

Members List

S.No	Name of the Member	Portfolio	Signature
1.	Dr.N.Venkatachalapathi	Chairperson	
2.	Dr.M.Saravanan	Member	
3.	Dr.S.Rajesh	Member	
4.	Dr.U.Balakrishna	Member	
5.	Sri.K.Ravindranatha Reddy	Member	
6.	Mr. Ramesh R.Halakaruki	Member	
7.	Dr. M. Kalpana Devi	Member	
8.	Dr.M.Vijay Bhaskar Reddy	Member	
9.	Dr.K.Nandha Kumar	Member	
10.	Mr.K.M.Hemambaran	Member	
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14.	Ms.G.Shoba	Member	
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16.	Ms.G.Bharathwaj	Member	
17.	Ms.M.Deepika Varma	Member	
18.	Mr.M.Devendranath Reddy	Member	
19.	Dr.K.Gopi	IQAC Coordinator	



IQAC Coordinator


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