



AVANTHI INSTITUTE OF ENGINEERING AND TECHNOLOGY

(Approved by A.I.C.T.E., New Delhi & Permanently Affiliated to J.N.T.U-GV, Vizianagaram)

NAAC "B++" Accredited Institute

Cherukupally (Village), Near Tagarapuvalasa Bridge, Vizianagaram (Dist) -531162.

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Internal Quality Assurance Committee: 2023-2024

S. No	Position	Designation	Name of the Member
1	Chairperson	Head of the Institution	Dr.B.Murali Krishna
2	Coordinator IQAC	Professor & Head of CSE	Dr. Gandhi Satyanarayana
3	Member	Member of GB	Mr.I. Shraavan Kumar
4	Members	Professor of CSE & Director	Dr.A.Chandra Sekhar
		Vice Principal & HOD EEE	Mr.A.Arjuan Rao
		Assoc.Prof & HOD ECE	Mr.V.Siva Bhaskara Rao
		Professor & HOD MECH	Dr.B.Avinash Ben
		Assoc.Prof & HOD BS&H	Mr.J.R.G.Patnaik
		Assoc.Prof & HOD MBA	Dr.U.Ramu
		Assoc.Prof. & CSM, CSD Program Coordinator	Mrs.P.Sri Lakshmi
		Assoc. Prof. of ECE	Mrs.K.Syamala
		Asst.Prof. of EEE	Mrs.K.Praveena
		Assoc.Prof. of BS&H	Dr.G.Chinna Rao
		Assoc.Prof. of BS&H	Dr.R.Swapna
		Assoc.Prof. of MECH	Dr.A.M.Venkat Praveen
		Exam Cell Incharge	Mr.A.C.Ramanjneyulu
Librarian	Mr. T.Jaganadham		
5	Industry Members	WNS Central Head Visakhapatnam	R.L.Narayana Central Head, Visakhapatnam
6	Senior Administrative Officers	Placement Officer	Mr.M.Rupu Sundara Rao
		Administrative officer	Mr. M.S.Santosh Kumar
7	Nominee from	Local society	Mr.R.Appala Narsayya Sarpanch, Cherukupally (Village)
		Alumni	Mr.V.Vidya Sagar SBI, Deputy Manager
		Student	L.Gayathri III Year CSE



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Functions & Responsibilities:

- 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;
- Collection and analysis of feedback from all stakeholders on quality-related institutional processes;
- Dissemination of information on various quality parameters to all stakeholders;
- Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles;
- Documentation of the various programmes / 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;
- Periodical conduct of Academic and Administrative Audit and its follow-up
- Preparation and submission of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC.

IQAC Coordinator
COORDINATOR, IQAC
AVANTHI INSTITUTE OF ENGG. & TECH.
Cherukupally (V), Near Tagarapuvalasa Bridge
Bhogapuram (M), Vizianagaram (D)-531162



Principal
PRINCIPAL
Avanthi Institute of Engg. & Tech.
Cherukupally (V), Bhogapuram (M)
Vizianagaram (Dist.)-531162



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Ref No: AIET/IQAC/2023-2024 /02

Date: 17-01-2024

To

The Members of IQAC

Avanthi Institute of Engineering and Technology

Cherukupally (Village), Near Tagarapuvalasa Bridge

CIRCULAR

This is to bring to your kind notice that the Internal Quality Assurance Cell (IQAC) meeting of Avanthi Institute of Engineering and Technology will be held on 20-01-2024 at 11.00 AM in the conference hall of the college. All the members are hereby informed to participate in the meeting.

Agenda:

1. Minutes and actions of IQAC meeting held on 12.09.2023
2. Discussion on DVV and clarifications regarding
3. Discussion regarding NAAC Peer team Visit
4. Discussion on Department level files verification
5. Discussion on Institution files verification
6. Discussion on physical requirements for NAAC peer team visit
7. Discussion on Academic audit for Academic year 2023 first semester
8. Discussion on external and internal training to increase placements
9. Discussion on Admissions for 2023-2024
10. Discussion on Gender equity audit
11. Discussion on activities related to Research and Incubation centre
12. Discussion on Co-curricular and extra-curricular activities to be under taken
13. Discussion on verification of central committee meetings
14. Discussion on NIRF submission
15. Discussion on matters related to National Scholarship portal
16. Discussion regarding AICTE approval process for new courses
17. Discussion on extensive usage of ICT tools
18. Discussion on improvement of IT facilities
19. Any other item with permission of chairman

Dr. Gandhi Satyanarayana

(IQAC Coordinator)

AVANTHI INSTITUTE OF ENGG. & TECH.

Cherukupally (V), Near Tagarapuvalasa Bridge
Bhogapuram (M), Vizianagaram (D)-531162

Copy to:

1. All Concerned members

Chairman

PRINCIPAL

AVANTHI INSTITUTE OF ENGG. & T
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Internal Quality Assurance Cell (IQAC)

Ref No: AIET/IQAC/2023-2024 /02

Date:20-01-2024

IQAC coordinator Dr.Gandi Satyanarayana commenced the meeting with a note of welcome to all the IQAC members. The following decisions (agenda wise) were taken up after detailed discussions among the members in the meeting.

Agenda Item 1: To review the minutes of IQAC meeting held on 12.09.2023

Resolution: The members reviewed the IQAC minutes of meeting held on 12.09.2023 and approved the same.

Agenda Item 2: Discussion on DVV and clarifications regarding

Resolution:

- The IQAC Coordinator Dr.Gandi Satyanarayana informed members that he answered and has given clarification to nearly 18 metrics raised by NAAC DVV team.
- He further informed the members that the DVV process was duly completed and the college secured a satisfied score in the process.
- The SSR second cycle payment option was also released and the payment process was completed successfully via online mode on 3-1-2024. An amount of Rs3,54,000/- and the transaction number 114986 and the payment ID is 35509
- The logistics payment details were also completed through online on 3-1-2024. An amount of Rs.2, 36,000/- was remitted and the payment is 35511 and the transaction number is 114987.

Agenda Item 3: Discussion regarding NAAC Peer team Visit

Resolution:

- After obtaining proposed assessment dates, the IQAC Coordinator had thoroughly discussed with the management members and gave suggestions to opt 30-01-2024 and 31-01-2024 as the dates for NAAC peer team visit.

Agenda Item 4: Discussion on Department level files verification

Resolution:

- The IQAC Coordinator directed the members to carry out internal file verification department wise and assigned the following members the responsibility of physical file



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verification

Dr.Gandi Satyanarayana Mechanical, EEE

Mr.A.Arjuna Rao MBA, ECE

Dr.B.Avinash Ben BS&H, CSE

Agenda Item 5: Discussion on Institution files verification

Resolution:

- It was resolved to verify institutional files related to library, placement, transport, office level and sports etc., by the concerned internal authorities.

Agenda Item 6: Discussion on physical requirements for NAAC peer team visit

Resolution:

- The IQAC Coordinator Dr.G.Satyanarayana requested Director Dr.A.Chandra Sekhar and Administrative Officer Mr. M.S.Santosh Kumar to arrange the physical requirements of the college on or before 24-01-2024.

Agenda Item 7: Discussion on Academic audit for Academic year 2023 first semester

Resolution:

- The IQAC Coordinator informed the following department wise audit members to submit the audit report to the IQAC cell.
CSE – Dr.U.Ramu, Mr.V.Siva Bhaskara Rao
ECE – Dr.B.Avinash Ben
- He further requested the HoD's to cooperate with the audit members in the successful completion and submission of audit report.

Agenda Item 8: Discussion on external and internal training to increase placements

Resolution:

- The IQAC coordinator advised the members to increase the number of placements to the students by enhancing the training facilities
- He also suggested to conduct external training for pre final and final year students in technical ,apitude and verbal to improve the employability skills of the students and to make them job ready.

Agenda Item 9: Discussion on Admissions for 2023-2024

Resolution:

- The Coordinator IQAC, expressed satisfaction over the admissions and exhorted the members to increase EEE and Mechanical management seats by highlighting the placement facilities, certification courses offered by the institution.



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- The Coordinator IQAC informed the members involved in admission work about the scholarship for students with less than 10000 rank in Eamcet 2024

Agenda Item 10: Discussion on Gender equity audit

Resolution:

- The IQAC coordinator informed that the college is committed to the cause of gender equity and suggested the members to hold discussions, talks, seminars and various awareness programs in the college.

Agenda Item 11: Discussion on activities related to Research and Incubation Centre

Resolution:

- It was resolved by the IQAC Coordinator that the Research Centre of CSE is in its full form and carrying out the Research work.
- He apprised the members that the Mechanical department has also applied to JNTU GV to start a Research Centre and the committee is expected to visit the college at the earliest
- He also suggested the other departments namely ECE and EEE to apply for the same.
- He explained that MSME Incubation centre is partially approved by the Government of India and the BSNL Incubation centre is actively carrying out and assisting the budding engineers and entrepreneurs in developing their multiple skills including creativity, problem solving and team work etc.
- He informed that Under the MOU of G-Tec (DST-Gitam) the faculty has participated in zonal meet to exhibit their ideas which can be further carried out for patenting.
- He also informed that the IIC Regional meet Vijayawada was held at KLU on 6-1-2024, the IIC member has represented the institution with information through Poster Presentation.

Agenda Item 12: Discussion on Co-curricular and extra-curricular activities to be under taken

Resolution:

- It was resolved by IQAC Coordinator that the students should be encourage to participate in co-curricular and extra-curricular activities.
- He asserted that the NSS wing of the college will take the main hand in organizing the above said activities.
- He exhorted every department to involve themselves and take the responsibilities to organize cultural, regional festivals like Sankranti sambaralu, dussehra celebrations, celebration of national festivals like Independence Day, Republic Day, National Unity Day, World Environment Day, Yoga Day etc. to promote unity in diversity of the nation.



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Agenda Item 13: Discussion on verification of central committee meetings

Resolution:

- It was decided to complete the file verification related to academics, admissions, sports etc by the internal authorities before the NAAC peer team visit.

Agenda Item 14: Discussion on NIRF submission

Resolution:

- The IQAC Coordinator informed that the NIRF ranking is important in the holistic development and progress of the college
- He also informed the members that the college participated in NIRF ranking 2024 in the overall category of engineering and innovation.

Agenda Item 15: Discussion on matters related to National Scholarship portal

Resolution:

- The IQAC Coordinator opined the principal to encourage students to apply for scholarship through NSP and avail the scholarship.
- He also communicated the message of University nodal officer Dr.R.Rajeswara Rao informing the students to apply for EKYC .

Agenda Item 16: Discussion regarding AICTE approval process for new courses

Resolution:

- The IQAC Coordinator advised the members to adhere the AICTE approved process 2024.
- It was resolved to introduce new courses like BCA and BBA
- It was also resolved to increase the intake of various programs.
- After brain storming session with management and governing bodies, the decided to increase the intake of CSE, ECE, AIML and CS-D and the same was forwarded to Governing Body.

Agenda Item 17: Discussion on extensive usage of ICT tools

Resolution:

- It was resolved by the IQAC coordinator that every class room should utilize the modern tools like projectors; Internet facilities etc and every department should be equipped with computers, printers, scanners etc.
- He asserted every department to utilize the facilities and update their teaching learning



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methodologies

Agenda Item 18: Discussion on improvement of IT facilities

Resolution:

- The IQAC Coordinator suggested the members to improve the present IT facilities including Library & Information Centre, Computer Centre, AV Room, Auditorium, Wi-fi Campus.
- He also exhorted that the IT facilities are not properly maintained and utilized by faculty members, hence he advised all the faculty members to utilize the facilities and to improve their skills.

Agenda Item 19: Any other matter with permission of chairperson.

Resolution: The committee decided to meet at regular intervals in formal / informal manner to enhance IQAC institutionalization.

Signatures:

S.No	Name of the Member and Designation	Role	Signature
1	Dr.B.Murali Krishna Principal, AIET	Chairman	
2	Dr. Gandhi Satyanarayana Professor & HOD CSE IQAC Coordinator	Member Secretary	
3	Mr.I. Shraavan Kumar Member of GB, AIET	Member	
4	Dr.A.Chandra Sekhar Prof of CSE & Director	Member	
5	Mr.A.Arjuna Rao Vice Principal & HOD EEE	Member	
6	Mr.V.Siva Bhaskara Rao Assoc.Prof & HOD ECE	Member	
7	Dr.B.Avinash Ben Prof & HOD Mechanical	Member	
8	Mr.J.R.G.Patnaik Assoc. Prof & HOD BS &H	Member	
9	Mrs.P.SriLakshmi Assoc. Prof & CSM,CSD Program Coordinator	Member	



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10	Dr.U.Ramu Assoc.Prof & HOD MBA	Member	
11	Mrs..K.Syamala Assoc. Prof. of ECE	Member	
12	Mrs.K.Praveena Asst. Prof. of EEE	Member	
13	Dr.G.Chinna Rao Assoc. Prof. of BS & H	Member	
14	Dr.R.Swapna Assoc. Prof. of BS&H	Member	
15	Dr.A.M.Venkat Praveen Assoc. Prof. of MECH	Member	
16	Mr.A.C.Ramanjneyulu Exam Cell Incharge	Member	
17	Mr.T.Jaganadham Librarian	Member	
18	Mr. R.L.Narayana WNS Central Head, Industry Member	Member	
19	Mr.M.Rupu Sundara Rao Placement Officer	Member	
20	Mr. M.S.Santosh Kumar Administrative officer	Member	
21	Mr.R.Appala Narsayya Sarpanch,Cherukupally(Village), Local Society	Member	
22	Mr.V.Vidya Sagar SBI, Deputy Manager, Alumni	Member	
23	L.Gayathri Student ,III CSE	Member	

Dr.Gandi Satyanarayana

Coordinator, IQAC
COORDINATOR, IQAC

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Cherukupally (V), Near Tagarapuvalasa Bridge

Bhogapuram (M), Vizianagaram (D)-531162

Principal

PRINCIPAL

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Ref No: AIET/IQAC/2023-2024 /01

Date: 08.09.2023

To

The Members of IQAC

Avanthi Institute of Engineering and Technology

Cherukupally (Village), Near Tagarapuvalasa Bridge

CIRCULAR

This is to bring to your kind notice that the Internal Quality Assurance Cell (IQAC) meeting of Avanthi Institute of Engineering and Technology will be held on 12.09.2023 at 11.00 AM in the conference hall of the college. All the members are requested to be present for the meeting without fail.

Agenda:

1. Minutes and actions of IQAC meeting held on 11.04.2023
2. Discussion on finalization of academic calendars at institutional level and department level.
3. Discussion about JNTU GV Academic year Regulations 20 - 23.
4. Discussion about JNTU GV curriculum and Syllabus.
5. Discussion on BSNL incubation centre and plan about the date of conducting FDP.
6. Discussion on NAAC DVV(Data Validation & Verification) process and status.
7. Discussion on payment process for NAAC pre qualified fee.
8. Discussion on NAAC peer team visiting proposal.
9. Discussion on NAAC files verification department wise at institutional level.
10. Discussion on presentation by Principal, IQAC and department heads.
11. Discussion on training and placements for Academic year 2023-2024.
12. Discussion on quality admissions for the academic year 2023-2024.
13. Faculty feedback collected from students during 2023-2024 odd semester & discussions regarding.
14. Discussion on improvement of physical facilities for academic year 2023-2024.
15. Discussion to place new books in the library as per the AR23.
16. Any other item with permission of chairman

Dr. Gandhi Satyanarayana

(IQAC Coordinator)

COORDINATOR, IQAC

AVANTHI INSTITUTE OF ENGG. & TECH.

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Chairman

PRINCIPAL

Avanthi Institute of Engg. & Tech
Cherukupally (V), Bhogapuram (M)
Vizianagaram (Dist.)-531162

1. Principal office
2. All Concerned members
3. All HoD's
4. Notice board, IQAC

Avanthi Institute of Engineering and Technology



Internal Quality Assurance Cell (IQAC)

Ref No: AIET/IQAC/2023-2024 /01

Date: 12.09.2023

IQAC Minutes of Meeting

With the permission from Chairperson, IQAC coordinator Dr.Gandi Satyanarayana commenced the meeting with a note of welcome to all the IQAC members. The following decisions (agenda wise) were taken after detailed discussions among the members in the meeting.

Agenda Item 1: To review the minutes of IQAC meeting held on 11.04.2023

Resolution:

- The members reviewed the IQAC minutes of meeting held on 11.04.2023 and approved the same.

Agenda Item 2: Discussion on finalization of academic calendars at institutional level and department level.

Resolution:

- The IQAC Coordinator Dr.Gandi Satyanarayana suggested members for updating department wise academic calendars based on the academic calendar issued by JNTU-GV. Based on this, Institution's academic calendar will be prepared by the IQAC Coordinator and will be uploaded in the websites. The same copy will be forwarded to the principal.

Agenda Item 3: Discussion about JNTU-GV Academic Regulations 23

Resolution:

- The Coordinator, IQAC Discussed about the Academic Regulations AR23 and further informed the HOD's to make it mandatory for the students who attained more than 7.5 CGPA to enroll in major and minor degrees.

Agenda Item 4: Discussion about JNTU-GV curriculum and Syllabus.

Resolution:

- The IQAC members discussed on the AR23 curriculum & syllabus and were taken feedback from faculty about the syllabus of JNTU-GV. Members identified curriculum does not contain any core branch course in I year I semester like PPS etc.. and decided to forward their feedback to JNTU-GV.

Agenda Item 5: Discussion on BSNL incubation centre and plan about the date of conducting FDP.

Resolution:

- The IQAC Coordinator and members discussed and took a decision to conduct FDP for



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faculty and to collaborate with BSNL Incubation centre.

Agenda Item 6: Discussion on NAAC DVV (Data Validation & Verification) process and status.

Resolution:

- The IQAC and NAAC Coordinator informed the members about the status of Data Validation & Verification of NAAC work and suggested them to complete all the work within a week.

Agenda Item 7: Discussion on payment process for NAAC pre qualified fee.

Resolution:

- The members of IQAC informed about the pre qualified payment process for NAAC after the completion of the Data Validation & Verification. The payment process will be taken care by the Governing body member Sri I Sravan Kumar.

Agenda Item 8: Discussion on NAAC peer team visiting proposal

Resolution:

- It was resolved to make the necessary arrangements for NAAC peer team visit approximately in the first week of October 2023.

Agenda Item 9: Discussion on NAAC files verification department wise at institutional level.

Resolution:

- It was resolved by the IQAC Coordinator to update the files for verification department wise on or before 14-Oct-2023.

Agenda Item 10: Discussion on presentation by Principal, IQAC and department Heads.

Resolution:

- It was resolved that presentations for NAAC to be prepared by Principal, IQAC and Heads of all the departments.

Agenda Item 11: Discussion on training and placements for Academic year 2023-2024.

Resolution:

- The IQAC Coordinator appreciated training and placement team and further inform them to train the students to enhance technical knowledge, training in aptitude and soft skills and improve the placement opportunities.
- To conduct In-house training and external training in aptitude, technical and verbal.
- It was decided to continue the CCC training for all the IV year B-Tech students.

Agenda Item 12: Discussion on quality admissions for the academic year 2023-2024.



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Resolution:

- The Coordinator IQAC solicited the initiatives to be taken to improve the quality intake with the advent of increase in number of admissions.
- It was also resolved to make the public aware of the note worthy features of the Institution and quality benchmarks of the institution. Further, all the members suggested the improvement in placements by maximum conversion of all the eligible students with training of the students.
- The Coordinator IQAC informed the members to submit all the APSHE allotted list of admissions.

Agenda Item 13: Faculty feedback collected from students during 2023-2024 odd semester & discussions regarding.

Resolution:

- The Coordinator IQAC, discussed with the members about the feedback collected from the students during 2023-2024 odd semester and decided to take appropriate corrective actions and also informed them to submit the action taken report to the IQAC.

Agenda Item 14: Discussion on improvement of physical facilities for academic year 2023-2024.

Resolution:

- It was decided by the IQAC Coordinator and members to improve the physical infrastructure facilities as per the requirements and improve the ambience.

Agenda Item 15: Discussion to place new books in the library as per the AR23.

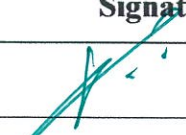
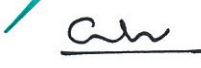
Resolution:

- It was resolved to stock new books in the library as per the Academic Regulation 23

Agenda Item 16: Any other matter with permission of chairperson.

Resolution: The committee decided to meet at regular intervals in formal / informal manner to enhance IQAC institutionalization.

Signatures:

S.No	Name of the Member and Designation	Role	Signature
1	Dr.B.Murali Krishna Principal, AIET	Chairman	
2	Dr. Gandhi Satyanarayana Professor & HOD CSE IQAC Coordinator	Member Secretary	
3	Mr.I. Shravan Kumar Member of GB, AIET	Member	



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5	Mr.A.Arjuna Rao Vice Principal & HOD EEE	Member	
6	Mr.V.Siva Bhaskara Rao Assoc.Prof & HOD ECE	Member	
7	Dr.B.Avinash Ben Prof & HOD Mechanical	Member	
8	Mr.J.R.G.Patnaik Assoc.Prof & HOD BS &H	Member	
9	Mrs.P.SriLakshmi Assoc.Prof & CSM,CSD Program Coordinator	Member	P.S.L
10	Dr.U.Ramu Assoc.Prof & HOD MBA	Member	
11	Mrs..K.Syamala Assoc. Prof. of ECE	Member	K. Syamala
12	Mrs.K.Praveena Asst.Prof. of EEE	Member	
13	Dr.G.Chinna Rao Assoc.Prof. of BS & H	Member	
14	Dr.R.Swapna Assoc.Prof. of BS&H	Member	Swapna
15	Dr.A.M.Venkat Praveen Assoc.Prof. of MECH	Member	
16	Mr.A.C.Ramanjneyulu Exam Cell Incharge	Member	
17	Mr. T.Jaganadham	Member	
18	Mr. R.L.Narayana WNS Central Head, Industry Member	Member	
19	Mr.M.Rupu Sundara Rao Placement Officer	Member	
20	Mr. M.S.Santosh Kumar Administrative officer	Member	
21	Mr.R.Appala Narsayya Sarpanch,Cherukupally(Village), Local Society	Member	
22	Mr.V.Vidya Sagar SBI, Deputy Manager, Alumni	Member	V.V. Sagar
23	L.Gayathri Student ,III CSE	Member	Gayathri

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