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Internal Quality Assurance Committee (2018-2019)

S. No	Position	Designation	Name of the Member
1	Chairperson	Head of the Institution	Dr.S.N.V.Ganesh
2	Coordinator IQAC	Professor & Head of CSE	Dr. A.Chandra Sekhar
3	Member	Member of GB	Mr.I. Shravan Kumar
		Vice Principal & HOD EEE	Mr.A.Arjuna Rao
		Prof. of Mechanical Engg	Dr.B.Avinash Ben
		Assoc. Prof & HOD ECE	Mr.V.Siva Bhaskara Rao
		Assoc.Prof & HOD Mechanica	Ms.M.Lakshmi Sramika
		Professor of CSE	Dr.Annepu Balakrishna
		Prof & HOD S &H	Mr.J.R.G.Patnaik
		Prof & HOD MBA	Mr.V.Satya Prakash
4	Members	Asst. Prof of ECE	Mrs.K.Syamala
,	1101110015	Assoc.Prof. of EEE	Dr.H.Mallessam Dora
		Asst.Prof of S & H	Dr.G.Joga Rao
		.Prof. of ECE	Dr.P.Krishna Rao
		Asst.Prof. & HOD Civil Engg	Mr.R.Venkatesh
		Asst.Prof of Civil Engg.	Mrs.M.Sumathi
		Exam Cell Incharge	Mr.S.Kesava Rao
5	Industry	DGM, Steelplant	Dr.P.Satyanarayana
	Members	Visakhapatnam	DGM
6	Senior Administrative Officers	Placement Officer	Mr.M.Rupu Sundara Rao
		Administrative officer	Mr. M.S.Santosh Kumar
	Nominee from	Local society	Mr.S.Togula Reddy Sarpanch, Cherukupally (Village)
7		Alumni	Mr.V.Vidya Sagar SBI, Deputy Manager
		Student	A.Nitisha Student,III CSE, 16Q71A0504



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Functions & Responsibilities:

- a) Parameters for various academic and administrative activities of the institution.
- b) 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;
- c) Collection and analysis of feedback from all stakeholders on quality-related institutional processes;
- d) Dissemination of information on various quality parameters to all stakeholders;
- e) Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles;
- f) Documentation of the various programmes / activities leading to quality improvement;
- g) Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices;
- h) Development and maintenance of institutional database through MIS for the purpose of maintaining /enhancing the institutional quality;
- i) Periodical conduct of Academic and Administrative Audit and its follow-up
- j) Preparation and submission of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC.

COORDINATOR, IQAC AVANTUL INSTITUTE OF FNGG. & TECH. Contraction for the strategy available Bridge Bridgepuram (M), Vizianagaram (D)-531162

PRINCIPAL AVANTHI INSTITUTE OF ENGG. & TECH Cherukupally (V), Chittivalasa (SAO) Bhogapuram (M), Vizianagaram (Dist.)-531162



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Ref No: AIET/IQAC/2018-2019 /03

Date: 10.04.2019

То

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 organized on 16.04.2019 at 10.00 AM in the conference hall of college. All the members are requested to be present for the meeting without fail.

Agenda:

1. Minutes and actions of IQAC meeting held on 12.12.2018

2. Review & Strengthening of teaching-learning process in the AY 2018-2019

3. Discussion on Placements & Higher studies

4. To improve the quality student admissions

5. Discussion on Lab Maintenance

6. Discussion on organizing seminars/workshops and awareness programs for students

7. Any other item with permission of chairman

Dr.A.Chandra Sekhar

(IQAC Coordinator) COORDINATOR, IQAC AVANCOPHIGITUTE OF ENGG. & TECH.I. Cherukopaty (V) Mear Taparapuvalasa Bridgea Bhogapurant (M), Vizianagaram (D)-5311622 2. All Concerned members

- 3. All HoD's
- 4. Notice board, IQAC



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Internal Quality Assurance Cell (IQAC)

Ref No: AIET/IQAC/2018-2019 /03

Date: 16.04.2019

IQAC Minutes of Meeting

IQAC coordinator Dr.A.Chandra Sekhar 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 12.12.2018

Resolution: The members reviewed the IQAC minutes of meeting held on 12.12.2018 and approved the same.

Agenda Item 2: : Review & Strengthening of teaching-learning process in the AY 2018 2019 Resolution:

- Reviewed Result analysis of each course and semester
- Mentoring and motivating of all the faculty members as well as students who are needed. The IQAC coordinator has also emphasized the importance of involving more experts from outside towards strengthening the teaching-learning processes `
- The committee reviewed the implementation of planning regular files by all the departments and maintain the required documents of teaching in prescribed formats
- The committee decided to collect feedback from Students/Alumni / Employer/any other stake holders to improvise on teaching- leaning activities
- Make use of LCD projectors available in every classroom and turn them into smart classes to improve the facilities such as laptops / computers / LAN / Wi-Fi

Agenda Item 3: Discussion on Placements & Higher studies

- HODs applauded the Training and Placement team for their efforts towards getting better placements for this Academic Year 2018-2019
- Coordinator suggested the Training and Placement team to conduct Technical training especially to the branches of Mech, EEE and ECE for further enhancement of their prospects in higher education as well as Job placements



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Agenda Item 4 : To improve the quality Student Admissions

Resolution:

- The Coordinator IQAC, solicited the initiatives to be taken to improve the quality intake with the advent of increase in number of Government and Private Universities in the state. The committee discussed at length on various aspects to attract quality students into the institution.
- It was resolved by the committee to continue the scholarships to meritorious students and to take the Institution to the next level by encouraging the students to participate in National level project exhibitions and contests.
- 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 for improvement in placements by maximum conversion of all the eligible students through comprehensive training into successful job holders.

Agenda Item 5: Discussion on Lab maintenance

Resolution:

- IQAC team observed that the laboratories are not maintained properly, It was resolved and informed to the concerned that every lab should maintain stock registers, maintenance registers and complaint registers.
- It was informed to the HOD's to take appropriate steps regarding monitoring and maintenance of lab.

Agenda Item 6: Discussion on organizing seminars/workshops and awareness programs for students

- It was resolved to introduce Value added programmes and workshops for enriching the students practical skills. HODs and Department Coordinator was informed to prepare the course content
- It was resolved to organize online workshops to enrich the teaching quality of the faculty members. It was also planned to conduct the social extension activities and HODs and Club coordinators were informed to take appropriate action.



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Agenda Item 7: 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.S.N.V.Ganesh Principal, AIET	Chairman	De
2	Dr. A.Chandra Sekhar Professor & HOD CSE IQAC Coordinator	Member Secretary	M
3	Mr.I. Shravan Kumar Member of GB, AIET	Member	Sourt
4	Mr.A.Arjuna Rao Vice Principal & HOD EEE	Member	15/2
5	Mr.V.Siva Bhaskara Rao Assoc.Prof & HOD ECE	Member	1801 1
6	Ms.M.Lakshmi Sramika Assoc.Prof &HOD Mechanical	Member	- Jemp
7	Dr.P.Krishna Rao Prof. of ECE	Member	Km
8	Dr.B.Avinash Ben Prof. of Mechanical	Member	K. Cunt
9	Mr.R.Venkatesh Asst.Prof & HOD Civil Engg	Member	flentated
10	Mr.J.R.G.Patnaik Assoc.Prof & HOD BS &H	Member	Trall
11	MrsK.Syamala Asst. Prof. of ECE	Member	K. Szah
12	Dr.G.Joga Rao Prof of BS&H	Member	Dr. Jogaras
13	Dr.Annepu Balakrishna Prof. of CSE	Member	Dr. A.B.Jah
14	Dr.H.Mallessam Dora Assoc. Prof. of EEE	Member	Deren
15	Mr.V.Satya Prakash Asst.Prof & HOD MBA	Member	Satyan
16	Mrs.M.Sumathi Asst.Prof. of Civil Engg.	Member	Satyan Decori
17	Mr.S.Kesava Rao Exam Cell Incharge	Member	Rus



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18	Dr.P.Satyanarayana DGM,Vizag Steelplant, Industry Member	Member	Bartya
19	Mr.M.Rupu Sundara Rao Placement Officer	Member	Bus
20	Mr. M.S.Santosh Kumar Administrative officer	Member	Hrs. & borg
21	Mr.S.Togula Reddy Sarpanch	Member	Togulateday
22	Mr.V.Vidya Sagar SBI, Deputy Manager, Alumni	Member	V. V. Sagar
23	A.Nitisha Student ,III CSE,16Q71A0504	Member	A.N. Hille

Dr.A.Chandra Sekhar Coordinator, IQAC

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

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Ref No: AIET/IQAC/2018-2019 /02

Date: 06.12.2018

То

The Members of IQAC Avanthi Institute of Engineering and Technology Cherukupally (Village), Near Tagarapuvalasa Bridge

CIRCULAR

This is to inform and invite all the members of IQAC to attend the Internal Quality Assurance Cell (IQAC) meeting of Avanthi Institute of Engineering And Technology on 12.12.2018 at 10.00 AM in the conference hall of the college. All the following members are requested to be present for the meeting without fail.

Agenda:

- 1. Minutes and actions of IQAC meeting held on 10.07.2018
- 2. Discussion on Research and Faculty development Programme
- 3. To fill the AQAR for the Academic Year 2018-2019
- 4. Discussion on Student Feedback & Analysis
- 5. IQAC quality initiative 2018-2019(tentative)
- 6. Collaboration with other industries and institutions
- 7. Any other item with permission of chairman

Dr.A.Chandra Sekhar (IQAC Coordinator)

COORDINATOR, IQAC AVANTALINSTITUTE OF ENGG. & TECH. CherukupallyPrincipal officeruvalasa Bridge Bhoga2urataINConcerned am (D)-531162

- 3. All HoD's
- 4. Notice board, IQAC

Chairman PRINC!PAL AMANTHI INSTITUTE OF ENGG. & TECH Cherukupally (V), Chittivalasa (SAO) Bhogapuram (M), Vizianagaram (Dist.)-531162



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Internal Quality Assurance Cell (IQAC)

Ref No: AIET/IQAC/2018-2019 /02

Date: 12.12.2018

IQAC coordinator Dr.A.Chandra Sekhar 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 10.07.2018

Resolution: The members reviewed the IQAC minutes of meeting held on 10.07.2018 and approved the same.

Agenda Item 2: Research and Faculty development Programmes

Resolution :

- Faculty members having PhD are encouraged to take up funded research projects and initiate for registering startups.
- The IQAC Committee has suggested a detailed study by an expert committee to address the issues faced by the college. The committee also suggested to encourage faculty member to take up funded research projects and register startups.

Agenda Item 3: To fill the AQAR 2018-2019

Resolution:

- IQAC Coordinator informed all the criteria in-charges to update the status of data filling and to complete it on time in view of AQAR submission.
- It was observed that for some of the parameters, data provided is not sufficient. The same was discussed thoroughly and the members present suggested ways to gather the data appropriately.

Agenda Item 4: Discussion on Student Feedback & Analysis

- Feedback collected on curriculum for the year 2018-2019 was presented and discussed .All parameters were found satisfactory.
- The members suggested the possible solutions to make the modifications in these areas accordingly.
- Student Satisfaction Survey(SSS) questionnaire parameters were presented and



informed . The SSS is made mandatory for submission to AQAR for NAAC Accreditation during the assessment years. The report of SSS was duly presented.

Agenda Item 5: IQAC quality initiative 2018-2019(tentative)

Resolution:

IQAC coordinator informed about various quality initiatives planned for the AY:2018-2019 and received valuable suggestions from the members present in the following categories :

- In association with Research Promotion Initiatives.
- Calendar wise events for the conduction of workshop on Entrepreneurship, Skill development, human values and ethics.
- Faculty incentives for research publications.
- Training programs for non-teaching staff on computer skills.

Agenda Item 6: Collaboration with other industries and institutions

Resolution :

- The IQAC Coordinator discussed the collaboration with other institutes and industries for the promotion of research and student exchange activities. Few sample copies of Memorandum of Understandings (MOUs) are put forward in the meeting. It is suggested to improve the MOUs with industries.
- After the detailed discussion, it was resolved to strengthen the MOUs with 10G Minds and Millennium Software Solutions.

Agenda Item 7: Any other matter with permission of chairperson.

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

S.No	Name of the Member and Designation	Role	Signature
1	Dr.S.N.V.Ganesh Principal, AIET	Chairman	A
2	Dr. A.Chandra Sekhar Professor & HOD CSE IQAC Coordinator	Member Secretary	M2
3	Mr.I. Shravan Kumar Member of GB, AIET	Member	Sourt
4	Mr.A.Arjuna Rao Vice Principal & HOD EEE	Member	Azi
5	Mr.V.Siva Bhaskara Rao	Member	1802-11

Signatures:

Avanthi Institute of Engineering and Technology



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	Assoc.Prof & HOD ECE		
6	Ms.M.Lakshmi Sramika Assoc.Prof &HOD Mechanical	Member	, lup
7	Dr.P.Krishna Rao Prof. of ECE	Member	KM
8	Dr.B.Avinash Ben Prof. of Mechanical	Member	Nomm
9	Mr.R.Venkatesh Asst.Prof & HOD Civil Engg	Member	E. Ventatuh
10	Mr.J.R.G.Patnaik Assoc.Prof & HOD BS &H	Member	(J-ve)
11	MrsK.Syamala Asst. Prof. of ECE	Member	K. Sgale.
12	Dr.G.Joga Rao Prof of BS&H	Member	Dr. Jogaras
13	Dr.Annepu Balakrishna Prof. of CSE	Member	Dr. A. Belah
14	Dr.H.Mallessam Dora Assoc. Prof. of EEE	Member	Dure
15	Mr.V.Satya Prakash Asst.Prof & HOD MBA	Member	Satytur
16	Mrs.M.Sumathi Asst.Prof. of Civil Engg.	Member	Elmu?
17	Mr.S.Kesava Rao Exam Cell Incharge	Member	5012-
18	Dr.P.Satyanarayana DGM,Vizag Steelplant, Industry Member	Member	punt.
19	Mr.M.Rupu Sundara Rao Placement Officer	Member	Bry.
20	Mr. M.S.Santosh Kumar Administrative officer	Member	N.s.s. en
21	Mr.S.Togula Reddy Sarpanch	Member	Togula Redy
22	Mr.V.Vidya Sagar SBI, Deputy Manager, Alumni	Member	Togula Redy Q. Q. Segar A. NITis Qa
23	A.Nitisha Student ,III CSE,16Q71A0504	Member	A. NITISCA

Dr.A.Chandra Sekhar

Coordinator, IOAC

rincipal PRINCIPAL AVANTHI INSTITUTE OF ENGO & TECH

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Ref No: AIET/IQAC/2018-2019 /01

Date: 04.07.2018

То

The Members of IQAC Avanthi Institute of Engineering and Technology Cherukupally (Village), Near Tagarapuvalasa Bridge

CIRCULAR

This is to inform and invite all the members of IQAC to attend the first Internal Quality Assurance Cell (IQAC) meeting of Avanthi Institute of Engineering And Technology on 10.07.2018 at 10.00 AM in the conference hall of the college. All the members are requested to be present for the meeting without fail.

Agenda:

- 1. Discussion of Quality parameters
- 2. Discussion on Review of the Academic Performance
- Review of preparation of even semester Time tables for the Academic year 2018-2019
- 4. Review of placement activities
- 5. Discussion on Quality Research Publications
- 6. Preparations for academic audit for the AY 2018-2019
- 7. Preparation of NAAC SSR for the last five years
- 8. Any other item with permission of chairman

Dr.A.Chandra-Sekhar (IQAC Coordinator) COORDINATOR, IQAC AVANTHI INSTITUTE OF ENGG, & TECH Copy to: 1. Principal office 0 deat 2 2. All Concerned members

- 3. All HoDs
- 4. Notice board, IQAC

Chairman PRINC!PAL AVANTHI INSTITUTE OF ENGG. & TECH Cherukupally (V), Chittivalasa (SAO) Bhogapuram (M), Vizianagaram (Dist.)-531162



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Internal Quality Assurance Cell (IQAC)

Ref No: AIET/IQAC/2018-2019 /01

Date: 10.07.2018

IQAC Minutes of Meeting

IQAC Coordinator Dr.A.Chandra Sekhar extended a warm welcome to the IQAC members. The Coordinator ,IQAC proposed and confirmed to conduct the IQAC meeting 3 times in an academic year. The Principal and IQAC Coordinator requested all the members for open house discussion on academic excellence and promote quality aspects in academics. The following decisions (agenda wise) were taken after detailed discussions with the members in the meeting.

Agenda Item 1: Discussion of Quality parameters

- IQAC has significantly contributed to meet the standards of HEI's in the form of process charts for all the activities and made efforts for institutionalizing the quality assurance strategies and processes
- The quality parameters for various aspects of the institution are listed in the table given below:
 - 1. Admission Quality 12.Faculty Quality
 - 2. Placement Quality 13. Average age group of faculty
 - 3. Training Programs Quality 14. Quality of Research publications
 - 4. Internship Quality 15. Consultancy
 - 5. Certifications Quality 16. Patents Applied / Awarded/Granted
 - 6. Campus Recruitment and Training 17. Class room Quality
 - 7. Feedback Analysis 18. Seminar Halls Quality
 - 8. Result Analysis 19. Canteen, Cafeteria Quality
 - 9. Students Project Quality
 - 10. Lab Manuals, Lab record Quality
 - 11. Participation of student in Guest Lectures/ Seminars/ Workshops
- The IQAC Coordinator apprised the members to inculcate and concentrate on quality



parameters for the development of the college.

• The Coordinator advised the committee members to frame short term and long term goals of the institution and work rigorously to fulfill them.

Agenda Item 2 : Review of the Academic Performance.

Resolution:

- Reviewed the academic performance of the students of all the departments. It is reiterated and kept mandate for all HODs to maintain a department pass percentage of 85% (in all the years)
- Also, The Coordinator reiterated (Discussed in the previous meetings) all the HODs to personally interact with faculty having less than 85% pass percentage in the mid term test to understand the ground reality and motivate them to perform better in the coming tests and examination
- The Coordinator informed all HODs to ensure quality of the question paper standards for mid examinations as well as to inform the faculty to upload the attendance regularly
- HODs are requested to inform faculty to focus much on Lateral Entry students. HOD of Mechanical is requested to take care of the course OOPS through Java subject Further, it is informed to all HODs to visit few of the classes, in case of any requirement with regard to the monitoring of class delivery as a silent observer for better understating and often visit the laboratories to see the way the is being conducted

Agenda Item 3: Review of preparation of even semester Time tables for the Academic year 2018-2019

- Reviewed the preparation of Even Semester Time tables for the Academic year 2018-2019. The following points are resolved
 - Resolved to include Technical Training & Communication skills in the regular time table from 2nd year onwards . 3 hours per week is initially planned at the initial stage to give training as well as to expose to recent technologies
 - HODs are requested to prepare department training calendars from 2nd to 4th years and requested to prepare a separate calendar for 6th semester



Agenda Item 4: Review of placement activities

Resolution:

- HODs of respective departments apprised the members regarding the placements for outgoing batch. It is observed that a clear change in scenario for core sector placements in Civil, Mechanical, Electrical and Electronics Engineering.
- Coordinator, IQAC stressed upon the importance of training the students of non computer science to tap the job potential of IT related sectors. Members expressed satisfaction over very good placement conversion of the eligible students.
- It is resolved to reinforce the basic aspects of computer science to all the students in general and to Mechanical and Civil Engineering students in particular to tap the job potential of software sector. It is also further resolved to sensitize the students about the demand and supply requirements in software jobs.
- As per the instructions given by the committee it was decided to organize external training programme by OMEGA C2C Career Solutions.

Agenda Item 5: Quality Research Publications

Resolution:

- Coordinator presented the list of the faculty research publications in various indexed journal to the committee. The committee discussed at length and noted the improvement in quality research publications but noted very less number of publications in SCI indexed journals.
- It is resolved to continue the incentives for quality research publications, sponsored projects & consultancy works and it is also resolved to continue the incentives for UGC approved journals.

Agenda Item 6: Preparations for academic audit for the AY 2018-2019

- It is resolved by the committee to continue the Academic Audit at the end of every odd and even semesters as this audit will help the departments to document and showcase different activities related to student development, faculty development, research contributions, teaching-learning & evaluation and professional society activities.
- It is also resolved to continue the template of the Academic Audit as it encourages the



competitiveness among various departments and comprehensively audits the various academic components of each department

- It is also resolved to conduct an external audit.
- The study report and action taken report after its preparation should be submitted to principal and Governing Body members.

Agenda Item 7: Preparation of NAAC SSR for the last five years

Resolution:

 It was informed to all the members to concentrate on preparing NAAC SSR for the last five years by collecting the data for uploading on the institution website and for submission to NAAC

Agenda Item 8: 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.S.N.V.Ganesh Principal, AIET	Chairman	B
2	Dr. A.Chandra Sekhar Professor & HOD CSE IQAC Coordinator	Member Secretary	M
3	Mr.I. Shravan Kumar Member of GB, AIET	Member	Sound
4	Mr.A.Arjuna Rao Vice Principal & HOD EEE	Member	Ast
5	Mr.V.Siva Bhaskara Rao Assoc.Prof & HOD ECE	Member	1802-12
6	Ms.M.Lakshmi Sramika Assoc.Prof &HOD Mechanical	Member	lunp
7	Dr.P.Krishna Rao Prof. of ECE	Member	Knit
8	Dr.B.Avinash Ben Prof. of Mechanical	Member	R. Quel
9	Mr.R.Venkatesh Asst.Prof & HOD Civil Engg	Member	RUleuleatisch
10	Mr.J.R.G.Patnaik Assoc.Prof & HOD BS &H	Member	(J_je

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11	MrsK.Syamala	Member	N.C.
12	Asst. Prof. of ECE Dr.G.Joga Rao Prof of BS&H	Member	Ar Jogarao
13	Dr.Annepu Balakrishna Prof. of CSE	Member	Drg. Balah
14	Dr.H.Mallessam Dora Assoc. Prof. of EEE	Member	Den
15	Mr.V.Satya Prakash Asst.Prof & HOD MBA	Member	Stephen
16	Mrs.M.Sumathi Asst.Prof. of Civil Engg.	Member	Berny
17	Mr.S.Kesava Rao Exam Cell Incharge	Member	Sul_
18	Dr.P.Satyanarayana DGM,Vizag Steelplant, Industry Member	Member	Burtin
19	Mr.M.Rupu Sundara Rao Placement Officer	Member	Qu.
20	Mr. M.S.Santosh Kumar Administrative officer	Member	Hus, Senta Deny
21	Mr.S.Togula Reddy Sarpanch	Member	Togukkedy
22	Mr.V.Vidya Sagar SBI, Deputy Manager, Alumni	Member	V. V. Sagar
23	A.Nitisha Student ,III CSE,16Q71A0504	Member	A. Nitisha

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