



**GEETHANJALI INSTITUTE OF SCIENCE & TECHNOLOGY
NELLORE
Internal Quality Assurance Cell (IQAC)**



Ref No- IQAC/02/2021

Minutes of the Meeting

Meeting Agenda:

1. Review of minutes of previous meeting.
2. AQAR for 2020-21.
3. ISO Internal Audit.
4. Placements.
5. To place any other item with the permission of the chair

Meeting Date and time: 14-12-2021 at 10.00 AM

Venue: Board Room

Minutes of 2nd meeting of the IQAC for the academic year 2021-22, under the chairmanship of Dr.G.Subba Rao, Principal of Geethanjali Institute of Science and Technology, Nellore. Member Secretary has welcomed all the esteemed members and thanked them for their kind presence.

The following points have been discussed:

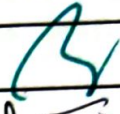
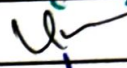
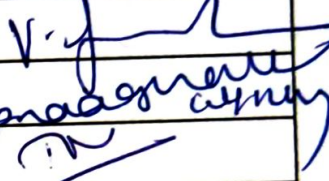
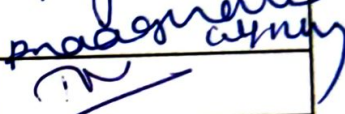


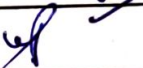


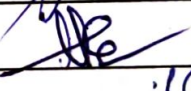


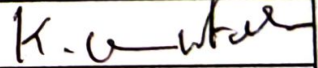
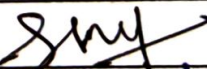
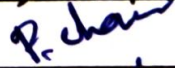
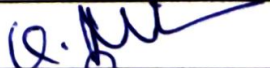
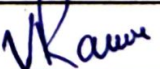
1. Confirmation of the Minutes of the IQAC meeting held on 16-09-2021. After a brief discussion, Members approved the Minutes of the IQAC meeting held on 16-09-2021.
2. The NAAC Criterion Coordinators presented their respective criterion to the Principal and IQAC convener said that all the corrections suggested by the Principal are being carried out and the AQAR for the year 2020-21 will be uploaded in the NAAC portal by third week of December.
3. IQAC convener informed the R&D members to collect all the data related to ISO external Audit and department coordinators were asked to update all the documents.
4. The Training and Placement Convener presented the Overall and the Department wise placement status as of now.
5. The Principal expressed the following points
 - The number of students' participation and also the quality in external project competitions should be improved.
 - The subject faculty members should monitor their students' performance in the internal test, identify slow learners and take special care.
 - During the semester break all students must attend internships. The faculty members can guide the students for the same.

Meeting ended with concluding remarks by the Principal.
IQAC coordinator recorded the minutes.

V. Ramesh
15/12/21
Convener, IQAC

ATTENDANCE FORM

The 2nd meeting of the IQAC of Geethanjali Institute of Science and Technology, 3rd Mile – Bombay Highway, Gangavaram Village, Kovur Mandal, Nellore District, Andhra Pradesh – 524137 was held on 14-12-2021 at 10.00 AM in the college campus for the academic year 2021-22. Dr.G. Subba Rao, Principal, presided over the meeting. The following Members were present in the meeting:

Name of the Faculty	Designation	Signature
Dr.G. Subba Rao	Principal	
Mr. P. Umasai Krishna	HoD-CE	
Dr.V Sireesha	HoD-CSE	
Mr.P. Raghava Reddy	HoD-ECE	
Dr.T. Ravi Kumar	HoD-EEE	
Dr.Ch.Sreenivasa Rao	HoD-ME	
Dr.P. Mohana Kishore	HoD- S&H	
Ms.V.Gayatri	IQAC-Department Coordinator -CSE	
Dr.D.Swaroop	IQAC-Department Coordinator -S&H	
Mr. A.Hari Krishna	IQAC-Department Coordinator -ECE	
Mr.K. Venkata Ravindra	IQAC-Department Coordinator -EEE	
Ms.P. Bhanusri	IQAC-Department Coordinator -CE	P.Bhanu Sri
Mr.V.Naresh Babu	IQAC-Department Coordinator -ME	
Mr.K.Venkateswarlu	IQAC-Department Coordinator -AIML	
Dr. Sk. Mahaboob Basha	Convener- R&D	
Dr.P.Chakrapani	Convener- IICC	
Dr. K. Radhika	Convener-CAC	
Mr.V.Ramu	Convener-IQAC	



**GEETHANJALI INSTITUTE OF SCIENCE & TECHNOLOGY
NELLORE
Internal Quality Assurance Cell (IQAC)**



Ref: Pr/Cir/02/21/IQAC-02

Date: 06.12.2021

Circular-02

All the HOD's and IQAC members are hereby informed that the IQAC proposes to conduct a meeting on 14-12-2021 at 10.00 AM in the board room. All the members are requested to attend the meeting without fail.

Proposed Agenda:

1. Review of minutes of previous meeting.
2. AQAR for 2020-21.
3. ISO Internal Audit.
4. Placements.
5. To place any other item with the permission of the chair

Ramesh
6/12/21

IQAC Coordinator

[Signature]
Chairperson IQAC

Copy to:

[Signature]
Circulate among IQAC members

HOD/HOD i/c

[Signature] *[Signature]* *[Signature]*
ECE/CSE/EEE/MECH/CIVIL/S&H/R&D/E&E/IICC/Principal-i/c

Secretary for information