GEETHANJALI INSTITUTE OF SCIENCE & TECHNOLOGY **IQAC**
(Autonomous)
Accredited by NAAC with A grade,
Accredited by NBA (B.Tech., -ECE, EEE, MECH:2021-2024)
3rd mile, Nellore-Bombay Highway, Gangavarm(V), Kovur(M), SPSR Nellore Dt, AP, India-524137
Website: https://gist.edu.in/gist/gist-home **Email: iqac@gist.edu.in**

Internal Quality Assurance Cell (IQAC)

Ref: Pr/Cir/01/23/IQAC-01

Date: 01.09.2023

Circular-01

All the HOD's and IQAC members are hereby informed that the IQAC proposes to conduct a meeting on 08-09-2023 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. IQAC year planner.
3. Website updations (faculty details, committee updations, Department events etc).
4. Updation of all the workshops, FDP, Department events for the AY 2022-23.
5. Approvals of IQAC audits, feedbacks formats & college Calendar.
6. Internal & External audit for the AY 2022-23.
7. NBA compliance report.
8. To place any other item with the permission of the chair

IQAC Coordinator

Chairperson-IQAC

Copy to:

Circulate among IQAC members
Director, Deans, HoD/HoD i/c-ECE/CSE/CSM/CSD/CSC/EEE/MECH/CIVIL/S&H/
R&D/IICC/COE/CAC
Principal-i/c
Secretary for information

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Website: https://gist.edu.in/gist/gist-home **Email: iqac@gist.edu.in**

Internal Quality Assurance Cell (IQAC)

Ref No- IQAC/01/2023

Minutes of the Meeting

Meeting Agenda:
1. Review of minutes of previous meeting
2. IQAC year planner.
3. Website updations (faculty details, committee updations, Department events etc).
4. Updation of all the workshops, FDP, Department events for the AY 2022-23.
5. Approvals of IQAC audits, feedbacks formats & college Calendar.
6. Internal & External audit for the AY 2022-23.
7. NBA compliance report.
8. To place any other item with the permission of the chair

Meeting Date and time: 08-09-2023 at 10.00 AM   **Venue:** Board Room

Minutes of 1st meeting of the IQAC for the academic year 2023-24, under the chairman ship of Dr.Sundeep Kumar K, Principal of Geethanjali Institute of Science and Technology, Nellore.

The minutes of the previous meetings were reviewed in terms of implementation and the following points have been discussed:

1. Confirmation of the Minutes of the IQAC meeting held on 10-06-2023. After a brief discussion, Members approved the Minutes of the IQAC meeting held on 10-06-2023. The following is the list of events and activities conducted.

   - The Department of CSE organized a six-day workshop on "AWS Cloud Computing" in association with APSSDC at GIST, Nellore from September 4th to September 9th, 2023. 71 students from the second year of CSE attended the workshop. Mr. Ch. Gopi Raju, Technical Skill Trainer from APSSDC, was the resource person for the function.

   - Proud to announce that ECE & CSE Departments organized a 5 day ISTE Sponsored National level FDP on "Cyber Security and Big Data Analytics" in collaboration with JNTUA during 1st Aug to 5th Aug 2023. Dr. C. Shoba Bindu, Director, SDC, JNTUA and Mr. C. Venkateswarlu, Senior Architect, TCS, Bangalore were invited as the chief guests for the inaugural function.

   - The Department of CSE organized a Five-Day FDP on "Python and its Applications" in association with Zaveen Technologies, Hyderabad at GIST, Nellore from 06th June to 10th June 2023. 91 faculty members are attended the FDP, Mr.Zaheer Ahamed ,Lead Engineer and Mr.D. Venkata Sai , Data Scientist are from Zaveen Technologies, Hyderabad are the resource persons for the function.

   - ECE Department organized a five day FDP on "Recent Trends in IoT & its applications" held from 19th June 2023 to 24th June 2023. Mr. N. Vamshi krishna, R&D Engineer, Hyderabad and Mr. M. Venkatesh Mupparthi, VLSI Engineer are the resource persons.

- Organized a Five-day workshop on MS-OFFICE AND ITS APPLICATIONS by the School of Computing for teaching faculty and non-teaching faculty members in GIST, Nellore from 2nd June to 7th June 2023.
- The Industry Institute Coordination Cell organized an Awareness Program on Introduction to Securities Market at GIST on 10th July 2023.
- A one-day industrial visit to APSRTC ZONAL WORKSHOP, NELLORE, was arranged by Mechanical Engineering Department on 19th July 2023.
- The Department of Civil Engineering arranged a Field Visit to "Adani Krishnapatnam Port Company Ltd. for the II &III B.Tech Students on 17th July 2023.
- The Department of Civil Engineering organized a one-day workshop on "GGBS-Ground granulated ballast furnace slag" for strong, durable, sustainable and green concrete construction in collaboration with Jindal South West on 19th July, 2023. The workshop offered hands-on training for II and III B. Tech Civil Engineering students.
- 12 students of III ECE and 2 faculty members completed a three week course on "Basics of Embedded Systems and Robotics" as a part of MOOC through E-Yantra lab setup initiative by IIT Bombay.
- P.Phani of CSE(AIML) Department has been selected has a Lead for Google Developer Student Club of GIST, supported by Google Team
- E-Vehicle was manufactured by the IV ME students during the AY 2022-23
- The students of the Mechanical Engineering Department developed a solar operated "Coin based mobile Charger" to be used in remote locations. Using this device, uninterrupted charging of the mobile can be done by the public even during the power cuts.

2. IQAC members unanimously year planner of IQAC.
3. IQAC chairperson informed to all Department HoD's and committee conveners to update their committee files for the academic year 2022-23 in the GIST website.
4. IQAC chairperson informed to all Department HoD's to update academic achievements for the academic year 2022-23.
5. IQAC discussed on the suggestions given by peer team for Institutional NAAC Accreditation and suggested a plan of action during next five years.
6. Members approved all IQAC audits, feedback formats & Calendar for the academic year 2023-24.
7. All the Department Heads are requested to prepare NBA compliance report by the end of November 2023.
8. Heads of the departments shall be requested to submit a copy of department activity calendar for the academic year to IQAC office.

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

Convener, IQAC

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JNTUA College Code : 2U   Mob: 9912566220, 9912445846   website : gist.edu.in / e-mail : geethanjali@gist.edu.in

1st IQAC Meeting for AY 2023-24 Conducted on 08-09-2023
ATTENDANCE FORM

The following Members were present in the meeting:

S.No.	Name of the Member	Designation	Signature
1.	Dr. Sundeep Kumar K	Principal- **Head of the Institution**	
2.	Sri.N.Sudhakar Reddy	Secretary, Ushodaya Educational Society, Nellore- **Management Representatives**	N.Sudhekarleddy
3.	Sri. P. Srinivasulu Reddy	Joint Secretary, Ushodaya Educational Society, Nellore, **Nominees from Local Society**	P. Sreelinalreddy
4.	Dr.G.Subba Rao	Director- **Management Representatives**	
5.	Mr. P. Suresh	Administrative Officer, GIST	P. Suresh
6.	Mr.S.Sridhar	Controller of examination, GIST	
7.	Mr.Kondraju Amar 9962104689	Senior consultant, LTI Mindtree, Poonamallee Road, Chennai	K.Amar
8.	Mr.P.Sriharsha 9440160368	Memory layout Design Engineer, Semiconductor Industry, Bengaluru	P. Sri Hasha
9.	Mr.AVS Phani kumar 9247222111	Senior Lecturer, Department of Mathematics, KCJC College, Nellore	
10.	Dr. N.Sai Sindhuri	Associate Professor, Dept. of CSE	Sindh 8/9/23
11.	Dr.D. Swaroopa	Associate Professor, Dept. of S&H	8/9/23
12.	Mr. A. Hari Krishna	Assistant Professor, Dept. of ECE	8/9/23
13.	Mr.K. Venkata Ravindra	Assistant Professor, Dept. of EEE	8/9
14.	Mr.T.Karthik Reddy	Assistant Professor, Dept. of CE	K.Reddy
15.	Mr.P.Amos	Assistant Professor, Dept. of ME	S. Amos
16.	Mr.S.Hari Krishna	Lecturer, Dept of CS&DS	S. Hari Kanshma 8/9/23
17.	Mrs.B.Poojitha	Assistant Professor, Dept of AI&ML	B.Pooji
18.	Ch Mahesh, 212U1A0516	III Year CSE Student	Ch. Mahesh
19.	B Govardhan, 222U5A0301	III Year ME Student	B.
20.	P. Anil Kumar, 112U5A0302	Alumni	
21.	P.Kiran Kumar, 082U1A0214	Alumni	P.Kiran
22.	Mr. V. Ramu	Associate Professor, Department of ME **Convener of IQAC**	V.Ramu 8/9/2023

Internal Quality Assurance Cell (IQAC)

Ref: Pr/Cir/02/23/IQAC-02

Date: 06.12. 2023

Circular-02

All the HOD's and IQAC members are hereby informed that the IQAC proposes to conduct a meeting on 09-12-2023 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 2022-23.
3. ISO Internal Audit.
4. Placements.
5. To place any other item with the permission of the chair

IQAC Coordinator

Chairperson-IQAC 6/12/23

Copy to:

Circulate among IQAC members
HoD/HoD i/c-
ECE/CSE/EEE/MECH/CIVIL/S&H/R&D/E&E/IICC/Principal-i/c
Secretary for information

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Internal Quality Assurance Cell (IQAC)

Ref No- IQAC/02/2023

Minutes of the Meeting

Meeting Agenda:
1. Review of minutes of previous meeting.
2. AQAR for 2022-23.
3. ISO Internal Audit.
4. Placements.
5. To place any other item with the permission of the chair

Meeting Date and time: 09-12-2023 at 10.00 AM   **Venue: Board Room**

Minutes of 2nd meeting of the IQAC for the academic year 2022-23, under the chairman ship of Dr.Sundeep Kumar K, 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 08-09-2023. After a brief discussion, Members approved the Minutes of the IQAC meeting held on 09-12-2023.

    - The Department of CSE organized a six-day workshop on "AWS Cloud Computing" in association with APSSDC at GIST, Nellore from from September 4th to September 09th 2023. 71 students from the second year of CSE attended the workshop. Mr. Ch. Gopi Raju, Technical Skill Trainer from APSSDC, was the resource person for the function.

    - The Department of S&H organized a six-day Induction Programme for first B.Tech students – 2023-24 from August 31st to September 7th 2023.

    - The Department of Mechanical Engineering organized a one day Lecture on "How to Go for Start Ups" on September 30th 2023 given by Mechanical Alumni Mr.Vali Ulla (132U1A0331).

    - The Department of Civil Engineering organized an one day Field Visit for the III B.Tech Students of Civil Engineering on September 26th 2023 The Students were taken to "CSIR-Structural Engineering Research Centre,Taramani Campus, Chennai".

    - The Department of CSE organized an industrial visit to Gowri Software Solutions: Bangalore In order to enhance the practical simulation and let them have an overview on the activities related to Software and its Development in day to day life a batch of 45 students from IV B.Tech on 30th September, 2023.

    - NSS Unit of Geethanjali Institute of Science and Technology received an award by Indian Redcross Society - SPSR Nellore on 1st October, 2023.

- Careers 360 awarded Geethanjali Institute of Science and Technology a AAA rating for the quality of students, faculty, learning engagement, infrastructure, graduate outcomes, placements, diversity and research in October 2023.
- Dr. U. Penchalaiah, Professor in the ECE Department at GIST, received an Elsevier reviewer award from the Alexandria Engineering Journal for his outstanding contribution to the peer-review process.
- One Week Workshop on "Embedded System- with Arduino" was organized the department ECE in Geethanjali Institute of Science & Technology from 04-10-2023 to 10-10-2023 in association with IETE Tirupati Sub-Center and TECHNOTRAN, Nellore at our campus. Total 140 students from II B.Tech ECE are attended for the Workshop.
- APSSDC Training Program on Mechanical Component Drafting through AUTOCAD Software DURING Oct 5th to Oct 11th, 2023 in CMs Centre of Excellence in GIST Campus APSSDC Trainer : G Sumohana (900035902)
- " Innovation Day 2023" was conducted in GIST G Hub on Oct 16th, 2023 on the Eve of Birth Anniversary of Dr A P J Abdul Kalam , Former President of India .The following events are conducted on the ocassion of proposed " Innovation Day 2023" celebrations. a)Essay writing Competetion on "Life Skills of Bharath Ratna Dr A P J Abdul Kalam' was conducted on October 13th , 2023 in the Digi Hall of College Campus . Around 73 students actively participated in the Essay Writing Competetion. Three Winners are selected for Felicitation on Oct 15th Program of " Innovation Day 2023".
- An awareness programme on "Professional Ethics" was organized under the joint auspices of Industry Institute Coordination Cell (IICC) and S&H department of Geethanjali Institute of Science and Technology (GIST), Nellore on 10-10-2023 i.e Tuesday which saw the participation of over 300 students. Mr. Muni Ravi Chandra, Deputy Executive Engineer, Venkatagiri acted as a chief guest.
- Department of EEE arranged a one day industrial visit to APGENCO, Nelatur on 10th October 2023. All the II EEE students are participated to learn the advanced technologies available in Generating plant.
- Dr. G. K. D. Prasanna Venkatesan, Professor from Coimbatore has visited our college on October 27th 2023 as an advisor for Research and development interacted with the Management, Director, Principal, Dean's and HoD's of all the departments.
- Google Developer Student Club (GDSC) is a global program for students to use technology to solve real-world problems. GIST college's GDSC chapter has a dedicated core team who have fostered innovation and learning. They completed the "Google Cloud Study Jams" campaign, with 80 successful completions out of 165 enrolled students. The chapter achieved Tier 1 status and received swag from Google.
- Proudly announcing that two students from the 2019-2023 batch of GIST have won gold medals in the JNTU Ananthapuramu 13th convocation. Chitluri Leela Deepak, bearing roll number 192U1A0206, secured the second rank in the EEE department, and Bommana Sandhya, bearing roll number 192U1A0517, secured the fifth rank in the CSE department.

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 2022-23 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.

11/12/2023

Convener, IQAC

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JNTUA College Code : 2U   Mob: 9912566220, 9912445846   website : gist.edu.in / e-mail : geethanjali@gist.edu.in

2nd IQAC Meeting for AY 2023-24 Conducted on 09-12-2023
ATTENDANCE FORM

The following Members were present in the meeting:

S.No.	Name of the Member	Designation	Signature
1.	Dr. Sundeep Kumar K	Principal- **Head of the Institution**	
2.	Sri.N.Sudhakar Reddy	Secretary, Ushodaya Educational Society, Nellore- **Management Representatives**	N. Sudhakar Reddy
3.	Sri. P. Srinivasulu Reddy	Joint Secretary, Ushodaya Educational Society, Nellore, **Nominees from Local Society**	P. Sreenivasula Reddy
4.	Dr.G.Subba Rao	Director- **Management Representatives**	
5.	Mr. P. Suresh	Administrative Officer, GIST	P. Suresh
6.	Mr.S.Sridhar	Controller of examination, GIST	
7.	Mr.Kondraju Amar 9962104689	Senior consultant, LTI Mindtree, Poonamallee Road, Chennai	K. Amar
8.	Mr.P.Sriharsha 9440160368	Memory layout Design Engineer, Semiconductor Industry, Bengaluru	P. Sri Harsha
9.	Mr.AVS Phani kumar 9247222111	Senior Lecturer, Department of Mathematics, KCJC College, Nellore	
10.	Dr. N.Sai Sindhuri	Associate Professor, Dept. of CSE	Sindhu 9/12/23
11.	Dr.D. Swaroopa	Associate Professor, Dept. of S&H	9/12/23
12.	Mr. A. Hari Krishna	Assistant Professor, Dept. of ECE	9/12/23
13.	Mr.K. Venkata Ravindra	Assistant Professor, Dept. of EEE	
14.	Mr.T.Karthik Reddy	Assistant Professor, Dept. of CE	K Reddy
15.	Mr.P.Amos	Assistant Professor, Dept. of ME	Amos
16.	Mr.S.Hari Krishna	Lecturer, Dept of CS&DS	S. Hari penigma 9/12/23
17.	Mrs.B.Poojitha	Assistant Professor, Dept of AI&ML	B. Poojith
18.	Ch Mahesh, 212U1A0516	III Year CSE Student	ch. Mahesh
19.	B Govardhan, 222U5A0301	III Year ME Student	B.
20.	P. Anil Kumar, 112U5A0302	Alumni	
21.	P.Kiran Kumar, 082U1A0214	Alumni	P. Kiran
22.	Mr. V. Ramu	Associate Professor, Department of ME **Convener of IQAC**	V Ramu 9/12/23

Internal Quality Assurance Cell (IQAC)

Ref: Pr/Cir/03/24/IQAC-03

Date: 06.04. 2024

Circular-03

All the HOD's and IQAC members are hereby informed that the IQAC proposes to conduct a meeting on 10-04-2024 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 2023-24.
3. Action taken on Facilities feedback for the AY 2022-23
4. Action taken on Academic audit for the AY 2022-23.
5. Review on student feedback on Faculty for the AY 2023-24
6. To place any other item with the permission of the chair

VRamy 6/4/2024

IQAC Coordinator

Chairperson-IQAC 6/4/24

Copy to:
Circulate among IQAC members
HoD/HoD i/c-
ECE/CSE/EEE/MECH/CIVIL/S&H/R&D/E&E/IICC/Principal-i/c
Secretary for information

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Internal Quality Assurance Cell (IQAC)

Ref No- IQAC/03/2024

Date:11.04.2024

Minutes of the Meeting

Meeting Agenda:
1. Review of minutes of previous meeting.
2. AQAR for 2023-24.
3. Action taken on Facilities feedback for the AY 2022-23
4. Action taken on Academic audit for the AY 2022-23.
5. Review on student feedback on Faculty for the AY 2023-24
6. To place any other item with the permission of the chair

Meeting Date and time: 10-04-2024 at 10.00 AM   **Venue:** Board Room

Minutes of 3rd meeting of the IQAC for the academic year 2023-24, under the chairman ship of Dr.Sundeep Kumar K, 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 09-12-2023. After a brief discussion, Members approved the Minutes of the IQAC meeting held on 10-04-2024.

Suggestion	Action taken
The number of students' participation and also the quality in external competitions should be improved.	I emphasized to all HoDs the importance of compulsory participation in seminars, workshops, tech fests, student competitions, and publications
The subject faculty members should monitor their students' performance in the internal test, identify slow learners and take special care.	All departments regularly identify slow and advanced learners twice a semester for each subject and conduct remedial classes for slow learners.
During the semester break all students must attend internships. The faculty members can guide the students for the same.	I informed the HoDs that all students must undergo compulsory internships during semester breaks.

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 2023-24 will be uploaded in the NAAC portal by third week of December.

3. Actions taken based on facilities feedback for the AY 2022-23:
We collected feedback from various stakeholders, analyzed it, and found that all the feedback received exceeded the threshold of 2.1. However, as per the suggestion of HoD, Convener of Sports and games. we also gathered oral feedback from internal stakeholders. They recommended the following improvements: a. New computer laboratories equipped with high-configured systems. b. Air conditioning in computer labs. c. Renovation of sports and games facilities. d. Increase of canteen numbers.

4. Action taken on Academic audit for the AY 2022-23:
Academic audit conducted for the all Department and the following suggestions are given for better academic improvements
   a. NPTEL certification by students and faculty
   b. Compulsory conduction of National level conference
   c. Paper publication by faculty and students
   d. Improvement in student external participation.

5. Review of student feedback on faculty for the AY 2023-24: We collected feedback on faculty members teaching theory courses during the AY 2023-24. After critical analysis, we provided suggestions for those feedback scores that were less than 75% overall.

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

Convener, IQAC

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3rd IQAC Meeting for AY 2023-24 Conducted on 10-04-2024
ATTENDANCE FORM

The following Members were present in the meeting:

S.No.	Name of the Member	Designation	Signature
1.	Dr. Sundeep Kumar K	Principal- **Head of the Institution**	
2.	Sri.N.Sudhakar Reddy	Secretary, Ushodaya Educational Society, Nellore- **Management Representatives**	N.Sudhakar Reddy
3.	Sri. P. Srinivasulu Reddy	Joint Secretary, Ushodaya Educational Society, Nellore, **Nominees from Local Society**	P. Sreenivasulu Reddy
4.	Dr.G.Subba Rao	Director- **Management Representatives**	
5.	Mr. P. Suresh	Administrative Officer, GIST	
6.	Mr.S.Sridhar	Controller of examination, GIST	
7.	Mr.Kondraju Amar 9962104689	Senior consultant, LTI Mindtree, Poonamallee Road, Chennai	K.Amar
8.	Mr.P.Sriharsha 9440160368	Memory layout Design Engineer, Semiconductor Industry, Bengaluru	P.Sri Harsha
9.	Mr.AVS Phani kumar 9247222111	Senior Lecturer, Department of Mathematics, KCJC College, Nellore	
10.	Dr. N.Sai Sindhuri	Associate Professor, Dept. of CSE	10/4/24
11.	Dr.D. Swaroopa	Associate Professor, Dept. of S&H	10/4/24
12.	Mr. A. Hari Krishna	Assistant Professor, Dept. of ECE	10/4/24
13.	Mr.K. Venkata Ravindra	Assistant Professor, Dept. of EEE	
14.	Mr.T.Karthik Reddy	Assistant Professor, Dept. of CE	Reddy
15.	Mr.P.Amos	Assistant Professor, Dept. of ME	Amos
16.	Mr.S.Hari Krishna	Lecturer, Dept of CS&DS	S. Hari Krishna 10/4/24
17.	Mrs.B.Poojitha	Assistant Professor, Dept of AI&ML	B.Pooji
18.	Ch Mahesh, 212U1A0516	III Year CSE Student	Ch. Mahesh
19.	B Govardhan, 222U5A0301	III Year ME Student	B.
20.	P. Anil Kumar, 112U5A0302	Alumni	
21.	P.Kiran Kumar, 082U1A0214	Alumni	P.Kirandra
22.	Mr. V. Ramu	Associate Professor, Department of ME **Convener of IQAC**	V Ramu 10/4/24

Internal Quality Assurance Cell (IQAC)

Ref: Pr/Cir/04/24/IQAC-04

Date: 01.06. 2024

Circular-04

All the HOD's and IQAC members are hereby informed that the IQAC proposes to conduct a meeting on 11-06-2024 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. Action taken reports.
3. Infrastructure enhancements.
4. NAAC SSR report for Autonomous Institutions.
5. Student feedback mechanism.
6. Research quality enhancement.
7. To place any other item with the permission of the chair.

IQAC Coordinator

Chairperson-IQAC

Copy to:

Circulate among IQAC members
HoD/HoD i/c-ECE/CSE/EEE/MECH/CIVIL/S&H/R&D/E&E/IICC/
Principal-i/c
Secretary for information

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IQAC

Internal Quality Assurance Cell (IQAC)

Ref No- IQAC/04/2024/IQAC-04

Minutes of the Meeting

Meeting Agenda:
1. Review of minutes of previous meeting.
2. Action taken reports.
3. Infrastructure enhancements.
4. NAAC SSR report for Autonomous Institutions.
5. Student feedback mechanism.
6. Research quality enhancement.
7. To place any other item with the permission of the chair.

Meeting Date and time: 11-06-2024 at 10.00 AM   **Venue:** Board Room

Minutes of 4th meeting of the IQAC for the academic year 2023-24, under the chairman ship of Dr.Sundeep Kumar K, 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 10-04-2024. After a brief discussion, Members approved the Minutes of the IQAC meeting held on 10-04-2024.
2. Action Taken Report: Discussing the implementation status of decisions made in the previous meeting, ensuring that agreed-upon actions have been initiated or completed.
3. E-Governance Initiatives: Exploring the introduction of electronic governance in administrative processes to enhance efficiency and transparency.
4. Infrastructure Enhancements: Reviewing the status of ongoing projects, such as the installation of CCTV cameras, to improve campus security and facilities.
5. Industry-Institute Collaboration: Discussing strategies to strengthen partnerships with industry through memberships and Memorandums of Understanding (MoUs), facilitating better opportunities for students and faculty.
6. NAAC Self-Study Report (SSR) Preparation: Planning the roadmap for preparing and submitting the National Assessment and Accreditation Council (NAAC) Self-Study Report, a critical component of the accreditation process.
7. Environmental Sustainability Measures: Reviewing audits and initiatives aimed at promoting eco-friendly practices, such as reducing electrical energy consumption and implementing green policies on campus.
8. Faculty Development Programs: Establishing guidelines for organizing programs that enhance faculty skills and knowledge, contributing to overall academic

excellence.

9. Student Feedback Mechanisms: Evaluating current feedback parameters and collection methods to ensure they effectively capture student perspectives, aiding in continuous improvement.

10. The Principal expressed the following points
    ➢ NEP implementation in fourth coming Autonomous syllabus.
    ➢ Increase number of programs under ATAL incubation.
    ➢ Research Quality Enhancement: Discussing strategies to improve the quality of Master's and Ph.D. research, fostering a robust academic research environment.
    ➢ Departments to conduct workshops, FDPs on Artificial Intelligence.
    ➢ Encourage the faculty to do courses in NPTEL certification.

Meeting ended with concluding remarks by the Principal.

IQAC coordinator recorded the minutes.

VRao 12/6/24

Convener, IQAC

GEETHANJALI INSTITUTE OF SCIENCE & TECHNOLOGY
(AUTONOMOUS)

Accredited by NAAC with "A" Grade, Accredited by NBA (B.Tech.,- ECE, EEE & Mech : 2021-2024)

An *ISO 9001 : 2015* Certified Institution

(Approved by AICTE, New Delhi & Permanently Affiliated to JNTUA, Anantapur)

3rd Mile, Nellore - Bombay Highway, Gangavaram (V), Kovur (M), S.P.S.R. Nellore Dt, Andhra Pradesh - India. 524 137.

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4th IQAC Meeting for AY 2023-24 Conducted on 11-06-2024
ATTENDANCE FORM

The following Members were present in the meeting:

S.No.	Name of the Member	Designation	Signature
1.	Dr. Sundeep Kumar K	Principal- **Head of the Institution**	
2.	Sri.N.Sudhakar Reddy	Secretary, Ushodaya Educational Society, Nellore- **Management Representatives**	N.Sudhakar Reddy
3.	Sri. P. Srinivasulu Reddy	Joint Secretary, Ushodaya Educational Society, Nellore, **Nominees from Local Society**	P.Sreenivatal Redey
4.	Dr.G.Subba Rao	Director- **Management Representatives**	
5.	Mr. P. Suresh	Administrative Officer, GIST	
6.	Mr.S.Sridhar	Controller of examination, GIST	
7.	Mr.Kondraju Amar 9962104689	Senior consultant, LTI Mindtree, Poonamallee Road, Chennai	K.Amar
8.	Mr.P.Sriharsha 9440160368	Memory layout Design Engineer, Semiconductor Industry, Bengaluru	P.Sri Harsha
9.	Mr.AVS Phani kumar 9247222111	Senior Lecturer, Department of Mathematics, KCJC College, Nellore	AVPkumar
10.	Dr. N.Sai Sindhuri	Associate Professor, Dept. of CSE	Sindh 10/4/24
11.	Dr.D. Swaroopa	Associate Professor, Dept. of S&H	10/4/24
12.	Mr. A. Hari Krishna	Assistant Professor, Dept. of ECE	10/4/24
13.	Mr.K. Venkata Ravindra	Assistant Professor, Dept. of EEE	
14.	Mr.T.Karthik Reddy	Assistant Professor, Dept. of CE	Reddy
15.	Mr.P.Amos	Assistant Professor, Dept. of ME	Amos
16.	Mr.S.Hari Krishna	Lecturer, Dept of CS&DS	S. HariKenshy
17.	Mrs.B.Poojitha	Assistant Professor, Dept of AI&ML	B.Pooji
18.	Ch Mahesh, 212U1A0516	III Year CSE Student	ch. Mahesh
19.	B Govardhan, 222U5A0301	III Year ME Student	B.
20.	P. Anil Kumar, 112U5A0302	Alumni	
21.	P.Kiran Kumar, 082U1A0214	Alumni	P.Reundm
22.	Mr. V. Ramu	Associate Professor, Department of ME **Convener of IQAC**	VRamu 10/4/24