

GURU NANAK INSTITUTE OF TECHNOLOGY

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Date: 17.09.2020

Minutes of Meeting of IQAC held in the Board Room on 17.09.2020

The meeting was conducted online on 17 September, 2020, at 3.00 p.m. chaired by IQAC Chairperson and Principal Dr. S. Sreenatha Reddy.

The **Agenda** was as follows:

1. Confirmation of the previous Minutes of Meeting held on 10-06-2020
2. Precautions to be taken for COVID-19
3. Review of Online classes for B.Tech I, II and III year
4. Conducting MID exams online
5. Use Google Classroom software tool to conduct tests, assignment presentations and quizzes
6. Recruitment of new faculty
7. R & D proposals, awards, publications, and Resources mobilization
8. Anti-Ragging Committee activities and measures
9. Canteen, hostel and transport audit
10. Discussion for Autonomous / FFC Inspection
11. Any other point/issue with the permission of the IQAC Chairperson.

Members Present:

1. Dr. S. Sreenatha Reddy, IQAC Chairperson and Principal
2. Dr. A K Goyal, Dean-Academics
3. Dr. R. Dhanasekaran, IQAC Coordinator
4. Mr. Praveen Goud, HoD I/c, CE
5. Dr. Kedarath, HoD, ECE
6. Dr. Deepajothi, HoD, CSE
7. Mr. Manidhar, HoD I/c, EEE
8. Dr. B. Vijaya Kumar, HoD, ME
9. Dr. G. Srinivas, HoD, H & S
10. Dr. B. Madhusudan Reddy, HoD, MBA
11. Mr. Jeevan, Asst. Prof., Exam Branch
12. Mr. Ramesh P, Librarian
13. Mr. B. Ramesh, Physical Director
14. Mr. Kashipathi, O.S.
15. Mr. Krishna Chaitanya, Asst. Prof., EEE
16. Mr. Vinay, Asst. Professor, CSE


Principal

Guru Nanak Institute of Technology
Khanapur, Ibrahimpatnam,
R.R. Dist-501 506.

17. Mr. Y. Radha Krishna, Assoc. Prof., H & S
18. Mr. C. Ramakanth Reddy, Asst. Prof., H & S


Discussion


The Chairperson welcomed all the members for the virtual meeting. IQAC Coordinator requested the Chairperson to confirm the previous minutes of 10 June, 2020. The Coordinator delivered his presentation on Agenda points: Precautions to be taken by students and faculty members and Non-Teaching staff, supervising online classes by authorities and HODs. The Chairperson advised all members to follow the instructions and measures to be taken during COVID pandemic.

Minutes

- Previous meeting minutes (held on 10-06-2020) were confirmed by the Chairperson.
- Precautions for COVID pandemic like wearing mask, sanitization, maintaining social distance, taking healthy and balanced diet should be strictly implemented everywhere.
- Online classes should be reviewed by the Principal, Dean and HODs and measures to be taken to improve online teaching. Student's attendance should be monitored in online classes.
- Planning and preparations should be made to conduct online MID-I Exams.
- Google classroom tool should be encouraged to conduct online classes, tests, assignment presentations and quizzes.
- Preparations should be made for Autonomous/FFC Inspection.
- New faculty members should be recruited, if required.
- Faculty members should be encouraged for R & D proposals, awards, publications in reputable international journals, publishers.
- Anti-Ragging Committee activities and measures were reviewed. Awareness activities were conducted regarding anti-ragging. No complaints were received from any students.
- Canteen, hostel and transport audit should be made to improve facilities.
- Preparations should be made for Autonomous/FFC Inspection. Academic and Administrative audit should be ready. All documents with proper filing should be checked before inspection. Dean, HODs should take responsibilities in this regard.

The Chairperson thanked all members for attending the online meeting. As there was no other point to discuss, the meeting was concluded with vote of thanks by Dr. R. Dhanasekaran, IQAC Coordinator.


Dr. R. Dhanasekaran
IQAC Coordinator


Dr. S. Sreenitha Reddy
Principal
IQAC Chairperson and Principal
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Copy to

- Dean Academics
- IQAC Coordinator
- All HODs, members and file

GURU NANAK INSTITUTE OF TECHNOLOGY

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Date: 17-12-2020

MINUTES OF MEETING

The meeting was duly conducted today, i.e., 17 December, 2020, at 3.00 p.m. chaired by IQAC Chairperson and Principal Dr. S. Sreenatha Reddy at Board Room, GNIT Campus.

Agenda:

1. Confirmation of the previous Minutes of Meeting held on 17-09-2020
2. Precautions to be taken for COVID-19
3. Review of offline classes for B.Tech I, II and III year labs and online classes for theory subjects
4. Review of syllabus coverage
5. Review of Teaching-learning process
6. Placement and Pre-placement activities
7. Various committees' activities
8. NSS activities
9. Analysis of II, III & IV B.Tech Results
10. Conducting guest lectures by experts
11. Any other point/issue with the permission of the IQAC Chairperson.

Members Present:

1. Dr. S. Sreenatha Reddy, IQAC Chairperson and Principal
2. Dr. A K Goyal, Dean-Academics
3. Mr. Praveen Goud, HoD I/c, CE
4. Dr. Kedarath, HoD, ECE
5. Dr. Deepajothi, HoD, CSE
6. Mr. Manidhar, HoD I/c, EEE
7. Dr. B. Vijaya Kumar, HoD, ME
8. Dr. G Srinivas, HoD, H & S
9. Dr. Madhusudan Reddy, HoD, MBA
10. Mr. Jeevan, Asst. Prof., Exam Branch
11. Mr. Ramesh P, Librarian
12. Mr. B. Ramesh, Physical Director
13. Mr. Kashipathi, O.S.
14. Dr. R. Dhanasekaran, IQAC Coordinator
15. Mr. Vinay, Asst. Prof., CSE
16. Mr. Y. Radha Krishna, Assoc. Prof., H & S


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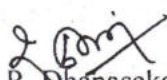
17. Mr. C. Ramakanth Reddy, Asst. Prof., H & S

The Chairperson welcomed all the members for the meeting. IQAC Coordinator requested the Chairperson to confirm the previous minutes of 17 September, 2020. The Coordinator delivered his presentation on Agenda points: Precautions to be taken by students and faculty members during COVID pandemic, encouraging faculty to prepare research articles, etc. All members discussed the agenda points in the meeting.

Minutes


- The minutes of previous meeting held on 17-09-2020 were confirmed by the Chairperson.
- Precautions for COVID pandemic, wearing mask, sanitization, maintaining social distance should be strictly followed.
- Preparations should be made to conduct offline classes especially for labs whenever required. Online classes should be continued for theory subjects. Students' attendance should be monitored by Vice-Principal, Dean and HODs frequently.
- Review of syllabus coverage was made. If required, extra classes may be arranged for difficult subjects.
- Teaching-learning process was reviewed to implement Outcome Based Education. Measures should be taken to meet the target.
- Placement and Pre-placement activities should be strengthened for good training and better placements in esteemed organizations.
- Various committees like Anti-Ragging Committee, Canteen Committee, Publication Committee, Anti-drug Committee should strengthen their activities.
- NSS Cell should actively participate in planting saplings, organizing blood donation camps, awareness on wearing helmets, wearing seat-belts, etc.
- II, III & IV B.Tech results were discussed. Measures should be taken to improve results.
- Faculty members should be encouraged to write research articles in reputable international and national journals, etc.
- Guest lectures by experts in academics and industry experts should be arranged for analytical and difficult subjects.

The Chairperson summarized the points discussed in the meeting and measures to be taken to deliver good academics. He thanked all members and concluded the meeting as there was no other point to put forward.


Dr. R. Dhanasekaran
IQAC Coordinator

Copy to

- Dean – Academics
- IQAC Coordinator
- All HODs, members and file


Dr. S. Sreenatha Reddy
Principal
IQAC Chairperson and Principal
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GURU NANAK INSTITUTE OF TECHNOLOGY

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Date: 11-03-2021

Minutes of Meeting

The meeting was duly conducted today, i.e., 11 March, 2021, at 10:30 a.m. under the chairmanship of the Principal Dr. S. Sreenatha Reddy at Board Room, GNIT.

Agenda:

1. Confirmation of the previous Minutes of Meeting held on 17-12-2020
2. Review on syllabus coverage
3. Planning for MID exams
4. Preparations for Autonomous status, BOS meetings subject-wise
5. ICT Activities
6. Environment Audit
7. Sports Activities
8. Project Expo, Tech fest
9. Planning for Graduation Day
10. Placement activities and Pre-placement activities
11. Any other point/issue with the permission of the IQAC Chairperson.

Members Present:

1. Dr. S. Sreenatha Reddy, IQAC Chairperson and Principal
2. Dr. A K Goyal, Dean-Academics
3. Dr. SM Subash, HoD, CE
4. Dr. Kedaranath, HoD, ECE
5. Dr. Deepajothi, HoD, CSE
6. Mr. Manidhar, I/C HoD, EEE
7. Dr. B. Vijaya Kumar, HoD, ME
12. Dr. G Srinivas, HoD, H & S
13. Dr. Madhusudan, HoD, MBA
14. Dr. T. Vijaya Kumar, Prof., ECE
15. Mr. Jeevan, Asst. Prof., Exam Branch
16. Mr. Ramesh P, Librarian
17. Mr. B. Ramesh, Physical Director
18. Dr. R. Dhanasekaran, IQAC Coordinator
19. Mr. Vinay, Asst. Prof., CSE
20. Mr. Y. Radha Krishna, Assoc. Prof., H & S

Principal

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Discussion

The Chairperson welcomed all the members for the meeting. IQAC Coordinator requested the Chairperson to confirm the previous minutes of 17 December, 2020. The Coordinator delivered his presentation on Agenda points: Review on syllabus coverage, planning for MID exams, etc. All members discussed the agenda points in the meeting.

Minutes


- Previous meeting minutes (held on 17-12-2020) were confirmed by the Chairperson.
- Review on syllabus coverage for all B.Tech years was done. Some extra classes should be allotted for the difficult subjects in the timetables. Students' attendance should be monitored at regular intervals.
- Preparations should be made for conducting online/offline MID exams for all years of B.Tech as per situation.
- Preparations should be made for Autonomous status. Invitations should be sent to form various subjects BOS for I B.Tech and other years' syllabus. Preference should be given to follow JNTUH syllabus for Autonomous syllabus.
- Information and Communication Technology (ICT) activities should be conducted.
- Environment Audit should be made thoroughly to safeguard our surroundings and to have pollution-free environment.
- Sports activities/competitions should be organized for students' all-round development.
- Planning and arrangements should be made for conducting Project Expo and Tech fest in the campus
- Planning and arrangements should be made for smooth conducting of Graduation Day in the month of July, 2021.
- On-campus placement preparations and arrangements should be made by Training and Placement Cell from reputable companies. Top priority should be given for better placements for job-aspiring students.

The Chairperson summarized the points discussed in the meeting and measures to be taken to deliver good academics. He thanked all members and concluded the meeting as there was no other point to put forward.


Dr. R. Dhanasekaran
IQAC Coordinator

Copy to

- Dean-Academics and R & D
- IQAC Coordinator
- All HODs, members and file


11/13/2021
Dr. S. Sreenatha Reddy
Principal
IQAC Chairperson and Principal
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Khanapur, Ibrahimpatna.
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AICTEAffiliated to
JNTUHAccredited by
National Assessment &
Accreditation Council**AUTONOMOUS**
under Section
2(f) of
University Grants
Commission Act

GURU NANAK INSTITUTE OF TECHNOLOGY

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Date: 10-06-2021

Minutes of Meeting of IQAC held in the Board Room on 10.06.2021

The meeting was duly conducted today, 10 June, 2021, at 3.00 p.m. chaired by IQAC Chairperson and Principal Dr. S. Sreenatha Reddy.

Agenda:

1. Confirmation of the previous Minutes of Meeting held on 11-03-2021
2. Review on syllabus coverage
3. Preparations for B.Tech Sem-End examinations
4. Requirement of Recruiting new faculty members in all departments
5. Planning for II/III/IV B.Tech I Semester classes
6. Anti-Ragging Committee Activities and measures
7. Guest lectures
8. Industrial Visits
9. Co-curricular and extra-curricular activities
10. Conducting Graduation Day
11. Any other point/issue with the permission of the IQAC Chairperson.

Members Present:

1. Dr. S. Sreenatha Reddy, IQAC Chairperson and Principal
2. Dr. Sanjeev Shrivastava, Dean-Academics and R&D
3. Dr. A K Goyal, Controller of Examinations
4. Mr. Venugopal, Managing Director, Fluid Power System – Industry
5. Mr. Srinivas Pothapragda, CEO, Ostilio – Industry
6. Dr. R. Dhanasekaran, IQAC Coordinator – Member Secretary
7. Dr. B. Vijaya Kumar, HoD, ME
8. Dr. S.P. Yadav HoD, ECE
9. Dr. B. Santhosh Kumar, HoD, CSE

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Campus: Ibrahimpatnam, R. R. District, Hyderabad - 501 506, Telanagan, India. Ph: (0/95) 8414 - 2021 20/21

10. Dr. S. Jayanthi, HoD-IT
11. Dr. Nagaraja Kumari, HoD, EEE
12. Dr. G Srinivas, HoD, H & S
13. Dr. B. Madhusudhan Reddy, HoD, MBA
14. Prof. Vijayalakshmi HoD, CE
15. Dr. S.M. Subash, Associate Professor, CE
16. Mr. Y. Radha Krishna, Assoc. Prof., H & S

Discussion

The Chairperson welcomed all the members for the meeting. IQAC Coordinator requested the Chairperson to confirm the previous minutes of 11 March, 2021. The Coordinator delivered his presentation on Agenda points: Review on syllabus coverage, preparations for Sem-End exams, etc. All members participated in the discussion for the agenda points in the meeting.

Minutes


- The previous meeting minutes taken on 11-03-2021 were confirmed by IQAC Chairperson.
- Syllabus coverage for I, II & III B.Tech was discussed and reviewed in all subjects.
- All preparations and arrangements should be made for the smooth conducting of B.Tech Sem-End examinations and proper COVID pandemic precautions and measures should be followed.
- Recruitment of new faculty members should be made in all departments as per requirement.
- Planning and preparations for II/III/IV B.Tech I Semester classes should be done. Infrastructure and lab requirement and arrangements should be made aptly.
- Preparations should be made by Anti-Ragging Committee to conduct 'Awareness programmes' by authorities like Police officials or legal experts as part of strict implementation of rules laid down by government, UGC, AICTE and Supreme Court.
- Guest lectures by external academic experts and industry experts should be arranged. The topics taken by experts should be useful for their academics and career.
- Industrial Visits should be planned, encouraged and arranged by HODs of each department to get students practical experience related to industry.
- Co-curricular activities and extra-curricular activities should be conducted for students for their all-round development.


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- Graduation Day preparations and arrangements should be made to conduct in a smooth and effective manner in GNI outdoor Auditorium in July, 2021. Academic expert, industry expert and personality development trainer should be invited as guests. All HODs and Examination branch should make proper planning and take all necessary arrangements.

The Chairperson summarized the points discussed in the meeting and measures to be taken to deliver good academics. Vote of thanks was proposed by Dr. R. Dhanasekaran, IQAC Coordinator.


Dr. R. Dhanasekaran

IQAC Coordinator


Dr. S. Sreenatha Reddy

Principal

IQAC Chairperson and Principal

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