

AIET/Circular/IQAC/3-6-18/M-10

Date: 14/12/2018

It is proposed to conduct Internal Quality Assurance Cell Meeting on 17/12/2018 at 2:00 pm in the A-Block Board Room, Ashoka Institute of Engineering & Technology. All the members are requested to make it convenient to attend the meeting.

**Agenda:**

- Analysis of 2018-19 odd semester results
- Research and Development
- Training and Placements
- Suggestions from Student Representatives
- Any other matter

Thanking you,

Yours sincerely,



14/12/18  
IQAC Coordinator

Copy to: Secretary  
Director  
All HODs & Members



Principal

**PRINCIPAL**  
ASHOKA Institute of Engineering & Technology  
MALKAPUR (V), CHOUTUPPAL (M),  
NALGONDA (D) - 508 252.



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**Institute of Engineering & Technology**

(Approved by AICTE, New Delhi; Recognized by the Govt. of TS & Affiliated to JNTU, Hyd.)  
Malkapur (V), Choutuppal (M), Nalgonda (D) - 508252.

Phone : 92470 01641  
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## Minutes of Meeting

Meeting No: 10

Date: 18/12/2018

Members Present:

Dr. M. Sreedhar Reddy  
Dr. Anand S. Goyal  
Dr. R. Vijaya Durga  
Mrs. Krishna Vandana  
Shri. Mulaka Harish  
Dr. R. Hafcez Basha  
Mr. B. Venkanna  
Mr. Y. Pavan Krishna  
Dr. D. Venkat Reddy  
Mr. Nagesh Vaggu

Members Absent:

Mrs. Vani Kondaparthi

The minutes of the meeting held on 17/12/2018 at 02:00 pm in A-Block, Board Room:

The IQAC coordinator welcomed the members and briefed the minutes of the previous meeting that was held on 10/09/2018. The following were discussed in present meeting:

S.No	Subject/Issue	Outcome of Discussion	Responsibility
1.	Analysis of 2018-19 odd semester results	<ul style="list-style-type: none"> <li>Principal asked the Controller of Exams to submit the improvement status of results compared to previous academic years.</li> <li>Dean Academics mentioned that Seminars, Guest Lectures &amp; Workshops are part of academic activity and will be conducted within the academic calendar.</li> <li>Industry Member quoted that at L&amp;T single resource person takes session for the entire day unlike in academia where session is just for 2-3 hours</li> <li>Honorable Secretary suggested that subject knowledge of faculty should be identified during recruitment itself and accordingly subject has to be allotted to teach students.</li> </ul>	Principal Controller of Exam Dean Academics

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2.	Research and Development	<ul style="list-style-type: none"> <li>• Principal suggested conducting a session to students and junior faculty on "How to write research papers?"</li> <li>• Director mentioned that Labs should be upgraded so that R&amp;D activities can be carried out by faculty and students beyond their academics</li> <li>• Industry Member advised on giving incentives to faculty publishing papers in peer reviewed journals</li> <li>• Honorable Secretary asked the senior faculty to prepare R&amp;D proposals and submit as sponsored projects to avail funds from DST / AICTE, etc.</li> </ul>	The principal and the Head of all Departments and staff members
3	Training and Placements	<ul style="list-style-type: none"> <li>• Principal mentioned that the communication skills of students need to be improved so that they can become confident during interviews</li> <li>• Training and Placement Officer assured that practice sessions on Group Discussions, Interviews, Resume Writing, etc. shall be conducted on regular basis</li> <li>• Director asked to take feedback from recruited during the placement drives and prepare the students as per the needs of the industry</li> <li>• Industry Member advised that students should also be given training on presentation skills as practiced in IITs and NITs</li> </ul>	The Principal and the Head of all Departments and staff members
4	Suggestions from Students	<ul style="list-style-type: none"> <li>• Student representatives requested career guidance and study abroad facilities in the campus</li> <li>• Industrial visits, NPTEL lectures, etc should be practiced</li> </ul>	

Honourable Secretary asked the IQAC to focus on implementation whatever is planned

The Chairperson concluded the meeting with Vote of Thanks and the next meeting is tentatively scheduled during the month of March 2019

S. No	Name	Designation	Responsibility	Sign
1	Dr. M. Sreedhar Reddy	Principal	Chairperson	
2	Dr. Anand S. Goyal	Professor	Senior Faculty Member	
3	Dr. R. Vijaya Durga	Associate Professor	Faculty Member	
4	Mrs. Krishna Vandana	Assistant Professor	Faculty Member	
5	Shri. Mulaka Harish	Secretary	Management Member	
6	Dr. R. Hafeez Basha	Placements Officer	Sr. Administrative Member	
7	Mr. B. Venkanna	Controller of Exams	Sr. Administrative Member	
8	Mrs. Vani Kondaparthi	Software Engineer	Alumni Member	Absent
9	Mr. Y. Pavan Krishna	B. Tech 3 <sup>rd</sup> year CSE	Student Member	
10	Dr. D. Venkat Reddy	Advisor, L&T Ltd.	Industry Member	
11	Mr. Nagesh Vaggu	Assistant Professor	Coordinator / Director IQAC	

  
Director - IQAC



  
Principal  
PRINCIPAL  
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