

SRI INDU INSTITUTE OF ENGINEERING AND TECHNOLOGY

UGC Autonomous Institution, Accredited by NAAC A+ Grade

Recognized under 2(f) of UGC Act 1956.

(Approved by AICTE, New Delhi and Affiliated to JNTUH, Hyderabad)
KhalsaIbrahimpatnam, Sheriguda (V), Ibrahimpatnam (M), Ranga Reddy Dist., Telangana – 501 510
https://siiet.ac.in/

Ref:SIIET/IQAC/2023/01

Date: 05-06-2023

INTERNAL QUALITY ASSURANCE CELL(IQAC) CIRCULAR

All the members of IQAC are here by informed to attend the meeting scheduled on 06-06-2023at 3:00 PM in Principal Chamber.

Agenda Points:

- Review of previous meetings.
- > TAFRC : Uploading of TAFRC related documents in websites and Hard copy of submission in the office.
- Celebration of Graduation Day-2023
- Preparation and readiness for the NBA accreditation for CSE and ECE Departments.
- > Review of Committee functioning.
- > Conduct of placement drives for III and IV year students.
- > Review of Academic Result and action plan for improvement.
- > To plan and conduct student circular, co circular, extra circular and sports activities on college level.
- Daily Review of Academic Activity by mentors.
- Review of Teaching and Non-Teaching staff.

Coordinator-IOAC

Chairman-IQAC

Sri indu institute of Engineering & Tech Sheriguda(Vill), Ibrahimpetham R Dist Telengana -501 510

Minutes of IQAC meeting

Agenda Points:

- Review of previous meetings.
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- Daily Review of Academic Activity by mentors.
- Review of Teaching and Non-Teaching staff.

The following committee members are attended for meeting.

The following committee members are attended for meeting.			
S.No	Name of the Member	Designation of the Member	Signature
1	Chairman of IQAC	Dr. I. Satyanarayana, Principal Sri Indu Institute of Engineering & Technology	No.
2	Members	Dr. R. Yadagiri Rao,	19_
3	Members	Dr. B. Ratnakanth	Rober
4	Members	Dr. D. Lakshmaiah	Liw
5	Member	Mr. P. Vijay Kumar	Ruay
6	Member	Mr. A. Vamshi	Var
7	Member	Mr.K. Anupkumar	X.D.
8	Member	Mr.M.Sagar	MS
9	Member	Ms.D.Sruthi	Sy
10	Member	Mr . Mohan Manindranath	AMA
11	Member	Ms. B.Mamatha	Manashry
12	Member	Mr. Veera Kishore Kadar	KM

13	Member	Ms. S.Alekhya,	
14	Member	Ms. E Rupa	Ruy
15	Member	Mr. JalliAnandarao	des
16	Member	Mr. I.Venu	genny
17	Member	Mr. B. Ram Kumar	Prayfund.
18	Member	Mr. CH Koushik Kumar	Yourh
19	Member	Mr. Shiva Putra	Lighero
20	Member	Mr. W.Maruthi	my
21	Member	Mr. Md.Ashfaq Ahmed	Ashfur
22	Member	Mr. S. Bhaskar	teapers.
23	Member	Sri. D. Krishnaiah	the .
24	Member	Sri. B.Rama Krishna	34,
25	Member	Ms. M. Swathi	Swest
26	Member	Sri. R. Srinivas Rao	Alphas
		Ms. CH. Yamini.11R - Global Vision	The state of the s
	Member	Ms. N. Divya, HR - Surya TechSolutions	Duy
27		Mr. Varma PVN, HR –Jio	Urst
		Mrs. T. Sravani. HR - TASK	Stavini
		Mr. I. Satish Kumar, HR - Zen Q	satst.
28	Co-ordinator 1QAC	Dr. B.G.Obula Reddy	BU!

The chair person welcomed all the members to the meeting and briefed about agenda. Further to make sure Academic activities are proceeding and as per directions given by the university.



INTERNAL QUALITY ASSURANCE CELL(2023-2024)

ACTION TAKEN REPORT FOR Ref:SIIET/IQAC/2023/01

The following action taken report for minutes of meeting number was held on 06-06-2023

Item No: 1 : To confirm minutes of meeting SIIET/IQAC/2023/01of IQAC held on

Action Taken: The minutes of meeting Ref:SIIET/IQAC/2023/01of IQAC circulated among all the members were discussed and confirmed.

Item No: 2: Action Taken Report (ATR) on discussion of previous meeting.

item No: 2: Action Taken Report (ATR) on discussion of previous meeting.				
Meeting no: SIIET/IQAC/2023/01	Action Taken Report	Responsible		
Review of previous meetings.	Discussed and review of the previous meetings which was held on	HODs of al departments and IQAC Coordinator		
TAFRC: Uploading of TAFRC related documents in websites and Hard copy of submission in the office	Verified all departments information.	All HODs		
Celebration of Graduation Day-2023	Given guidelines for All Departments.	All HODs		
Preparation and readiness for the NBA accreditation for CSE and ECE Departments.	Verified CSE, ECE departments information.	ALL HODs, Principal and Coordinator IQAC		
Review of Committee functioning.	Conduct Review of committees Functioning	Principal and All HODs		
Conduct of placement drives for III and IV year students.	Conducted meeting with placement cell and given instructions	Placement cell Incharge		
Review of Academic Result and action plan for improvement.	Conducted meeting on review of Academic results and action plan for improvement	Principal and all HODs and IQAC Coordinator		
To plan and conduct	Conducted meeting on	Principal, All 2, HODs of		

student circular, co circular, extra circular and sports activities on college level.	student circular, co circular, extra circular and sports activities	and IQAC Coordinator
Daily Review of Academic Activity by mentors.	Conducted meeting on Daily review of Academic Activities by mentors.	Principal, All HODs and IQAC Coordinator
Review of Teaching and Non-Teaching staff.	Discussed Teaching and Non-Teaching staff.	Principal and all HODs

Copy to:

- 1. All members of IQAC
- 2. AllHODs
- 3. Library
- 4. PDSports
- 5. DirectorR&D
- 6. Training&PlacementOffice
- 7. CoordinatorFirstYear
- 8. AdminOffice

Coordinator-IQAC

Chairman-IQAC

PRINCIPAL
Sri Indu Institute of Engineering & Tech
Sheriguda(Vill), Ibrahimpainam
R Dist Telangama -501 510



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Khalsa Ibrahimpatnam, Sheriguda (V), Ibrahimpatnam (M), Ranga Reddy Dist., Telangana – 501 510
Website: https://siiet.ac.in/

Ref: SIIET/IQAC/2023/02

Date:11.11.2023

INTERNAL QUALITY ASSURANCE CELL

CIRCULAR

All the members of IQAC are here by informed to attend the meeting scheduled on at 13.11.2023 in IQAC hall.

- 1. Review of academic regulations
- 2. Review and conduct of BOS meetings as per JNTUH regulations.
- 3. Daily review of academics
- 4. Recruitment of Faculty in various departments.
- 5. Focus on training and placements.
- 6. Faculty publications / Registrations in NPTEL
- 7. Upgradation of laboratory.
- 8. Review of committees
- 9. Conducting FDPs/Workshops/Seminars/Webinars/ Technoera-2024
- 10.Soft skills training
- 11. Any other information with permission of chairperson

Coordinator -IQAC

- 1. All members of IQAC
- 2. All HODs
- 3. Library
- 4. PD Sports
- 5. Director R & D
- 6. Training & Placement Office
- 7. Admin Office



Minutes of IQAC Meeting

Agenda Points:

- 1. Review of academic regulations
- 2. Review and conduct of BOS meetings as per JNTUH regulations.
- 3. Daily review of academics
- 4. Recruitment of Faculty in various departments.
- 5. Focus on training and placements.
- 6. Faculty publications / Registrations in NPTEL
- 7. Upgradation of laboratory.
- 8. Review of committees
- 9. Conducting FDPs/Workshops/Seminars/Webinars/Technoera-2024
- 10.Soft skills training
- 11. Any other information with permission of chairperson



Members Present:

	Name of the		
S.No	Member	Designation of the Member	Signature
	Chairman of	Dr. I. Satyanarayana, Principal	0 8. /
1	IQAC	Sri Indu Institute of Engineering &	
		Technology	X
2	Members	Dr. R. Yadagiri Rao,	
3	Members	Dr. B. Ratnakanth) DO
4	Members	Dr. D. Lakshmaiah	Comp
5	Member	Mr. P. Vijay Kumar	Dies
6	Member	Mr. A. Vamshi	Vo
7	Member	Mr.K. Anup kumar	483
8	Member	Mr.M.Sagar	Sogon
9	Member	Ms.D.Sruthi	Sy
10	Member	Mr . Mohan Manindranath	Manudhe
11	Member	Ms. B.Mamatha	N.S.
12	Member	Mr. Veera Kishore Kadarn	SA
13	Member	Ms. S.Alekhya,	
14	Member	Ms. E Rupa	Pur
15	Member	Mr. Jalli Anandarao	Anand
16	Member	Ms.S.Naresh	SES



17	Member	Mr. I.Venu	Jerry
18	Member	Mr. B. Ram Kumar	
19	Member	Mr. CH Koushik Kumar	houste
20	Member	Mr. Shiva Putra	1/ Lugher
21	Member	Mr. W.Maruthi	NZ.
22	Member	Mr. Md.Ashfaq Ahmed	Ash
23	Member	Mr. S. Bhaskar	& Engle
24	Member	Sri. D. Krishnaiah	-Kentunian
25	Member	Sri. K. Abhiram	Ahhman
26	Member	Sri. B.Rama Krishna	Sam
27	Member	Ms. M. Swathi	Swashi
28	Member	Sri. A. Srinivas Rao	Alkan
		Ms. N. Divya, HR - Surya Tech Solutions	Pivyo
		Mr. Varma PVN, HR – Jio	Valment
29	Member	Mrs. T. Sravani. HR – TASK	20
	1	Mr. I. Satish Kumar, HR - Zen Q	No.
	At the second	Ms. CH. Yamini.11R - Global Vision	Yemini
30	Co-ordinator 1QAC	Dr. B.G.Obula Reddy	BW
			od Enginaery

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The Chair Person welcomed all members to the meeting and briefed about the agenda detail. Further to make sure that Academic Activities are proceeding and as per directions given by the JNTUH.

- 1. It has been discussed the review of previous meeting which was held on 06.06.2023.
- 2. It has been discussed to do some changes in course file and same will be implemented from upcoming Academic Year.

Coordinator -IQAC



INTERNAL QUALITY ASSURANCE CELL(2023-2024)

ACTION TAKEN REPORT FOR Ref: SIIET/IQAC/2023/02

Ref:SIIET/IQAC/2023/02

Item No.: 1: to confirm the minutes of meeting Ref: SIIET/IQAC/2023/02 of the IQAC held on 13.11.2023

Action Taken: the minutes of meeting Ref: SIIET/IQAC/2023/02 of the IQAC Circulated among all members were discussed and confirmed.

Item No .: 2 : Action Taken Report (ATR) on discussion of Previous meeting

Meeting No : Ref :	Action Taken Report	Responsible
SIIET/IQAC/2023/02		
Review of academic	Discussed review of previous	HOD's of all
regulations	meeting which was held on	departments and
		IQAC
		Coordinator
Review and conduct of BOS	Discussed with all department	All HOD's
meetings as per JNTUH	HOD's and given guidelines	
regulations.	to conduct BOS meetings in	
	Department level for 2 nd	
	year students.	
Daily review of academics	Discussed with all department	All HOD's,
for result improvement	HOD's review of academics.	Principal and
*		



Date:15.11.2023

		IQAC
		Coordinator
		8 , , , , , , , , , , , , , , , , ,
Recruitment of Faculty in	Discussed on Recruitment of	Principal and
various departments.	Teaching and Non Teaching	All HOD's
	staff	
Focus on training and	Discussed on training and	Training and
placements.	placement to conduct extra	placement in-
	events.	charge
Faculty publications	Discussed with all department	All HOD's
/Registrations in NPTEL	HOD's and given guidelines	
	to increase publications and	
	NPTEL registrations.	
Upgradation of laboratory	Discussed with all department	All HOD's
	HOD's	
Review of committees	Verified all departments	All HOD's
functioning	functioning	
Conducting	Discussed with all department	All HOD's
FDPs/Workshops/Seminars/	HOD's and given guidelines	
Webinars/ Technoera-2024	to conduct various	
•	DPs/Workshops/Seminars/We	
	binars in department level.	
· ·	-	



Soft skills training	Discussed with all department	All HOD's
	HOD's and given guidelines	
	to conduct various soft skill	
	training programs in	
	department level.	
		1 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2

The above Action Taken Report(ATR) will be discussed in the consecutive meeting also.

Coordinator IQAC

- 1. All members of IQAC
- 2. All HODs
- 3. Library
- 4. PD Sports
- 5. Director R & D
- 6. Training & Placement Office
- 7. Admin Office





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Khalsa Ibrahimpatnam, Sheriguda (V), Ibrahimpatnam (M), Ranga Reddy Dist., Telangana – 501 510

Website: https://siiet.ac.in/

Ref: SIIET/IQAC/2024/03

Date:18.01.2024

INTERNAL QUALITY ASSURANCE CELL

CIRCULAR

All the members of IQAC are here by informed to attend the meeting scheduled on at 19.01.2024 in IQAC hall.

- 1. Review of academic regulations
- 2. Review and conduct of BOS meetings as per JNTUH regulations.
- 3. Daily review of academics
- 4. Recruitment of Faculty in various departments.
- 5. Focus on training and placements.
- 6. Faculty publications / Registrations in NPTEL/SWAYAM/MOOC's
- 7. All india survey on Higher education (AISHE) for academic year 2022-2023
- 8. Review of committees functioning
- 9. Conducting FDPs/Workshops/Seminars/Webinars
- 10. Holding of Technoera-2024
- 11. Purchase of Library books, Print Journals & E Recourses.
- 12.Preparation and submission work for NAAC AQAR 2022-2023 is currently in progress.



13.Soft skills training

14. Any other information with permission of chairperson

Coordinator -IQAC

- 1. All members of IQAC
- 2. All HODs
- 3. Library
- 4. PD Sports
- 5. Director R & D
- 6. Training & Placement Office
- 7. Admin Office



Minutes of IQAC Meeting

Agenda Points:

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- 11. Purchase of Library books, Print Journals & E Recourses.
- 12.Preparation and submission work for NAAC AQAR 2022-2023 is currently in progress.
- 13.Soft skills training
- 14. Any other information with permission of chairperson



Members Present:

S.No	Name of the Member	Designation of the Member	Signature
1	Chairman of IQAC	Dr. I. Satyanarayana, Principal Sri Indu Institute of Engineering & Technology	An market
2	Members	Dr. R. Yadagiri Rao,	Jan
3	Members	Dr. B. Ratnakanth	
4	Members	Dr. D. Lakshmaiah	lasso
5	Member	Mr. P. Vijay Kumar	Rias
6	Member	Mr. A. Vamshi	Va
7	Member	Mr.K. Anup kumar	Kaday
8	Member	Mr.M.Sagar	Seson
9	Member	Ms.D.Sruthi	Sont .
10	Member	Mr . Mohan Manindranath	Avs
11	Member	Ms. B.Mamatha	Rus
12	Member	Mr. Veera Kishore Kadarn	Est.
13	Member	Ms. S.Alekhya,	
14	Member	Ms. E Rupa	Par -
15	Member	Mr. Jalli Anandarao	Anondy
16	Member	Mr.S.Naresh	(38)
		wite of Engi	

17	Mambian	M. IV.	
17	Member	Mr. I.Venu	april
18	Member	Mr. B. Ram Kumar	Parkul
19	Member	Mr. CH Koushik Kumar	Koulo
20	Member	Mr. Shiva Putra	Hivelutte
21	Member	Mr. W.Maruthi	NZ
22	Member	Mr. Md.Ashfaq Ahmed	Aguar
23	Member	Mr. S. Bhaskar	Goografis
24	Member	Sri. D. Krishnaiah	Morallog
25	Member	Sri. K. Abhiram	Abharan
26	Member	Sri. B.Rama Krishna	Ran
27	Member	Ms. M. Swathi	Swathi.
28	Member	Sri. A . Srinivas Rao	ArRao
	-	Ms. N. Divya, HR - Surya Tech	
		Solutions	Tinge
		Mr. Varma PVN, HR – Jio	Valmant
29	Member	Mrs. T. Sravani. HR – TASK	În ()
-		Mr. I. Satish Kumar, HR - Zen Q	Ø.
		Ms. CH. Yamini.11R - Global	9
		Vision	Yamin
30	Co-ordinator	Dr. B.G.Obula Reddy	6.1
30	1QAC	Dr. D.G.Obula Reddy	SW



The chair person welcomed all members to the meeting and briefed about the agenda detail. Further to make sure that Academic Activities are proceeding and as per directions given by the JNTUH.

- 1. It has been discussed the review of previous meeting which was held on 13.11.2023 .
- 2. It has been discussed to do some changes in course file and same will be implemented from upcoming Academic Year.

Coordinator -IQAC

INTERNAL QUALITY ASSURANCE CELL(2023-2024)

ACTION TAKEN REPORT FOR Ref: SIIET/IQAC/2024/03

Ref:SIIET/IQAC/2024/03

Item No.: 1: to confirm the minutes of meeting Ref: SIIET/IQAC/2024/03 of the

IQAC held on 19.01.2024

Action Taken: the minutes of meeting Ref: SIIET/IQAC/2024/03 of the IQAC

Circulated among all members were discussed and confirmed.

Item No .: 2 : Action Taken Report (ATR) on discussion of Previous meeting

Meeting No : Ref :	Action Taken Report	Responsi
SIIET/IQAC/2024/03		ble
Review of academic regulations	Discussed review of previous	HOD's of
	meeting which was held on	all
		departme
		nts and
		IQAC
		Coordinat
		or
Review and conduct of BOS	Discussed with all department	All
meetings as per JNTUH	HOD's and given guidelines	HOD's
regulations.	to conduct BOS meetings in	
	Department level for 2 nd	
	year students.	



Date: 22.01.2024

Daily review of academics for	Discussed with all department	All
result improvement	HOD's review of academics.	HOD's,
		Principal
		and
•		IQAC
•		Coordinat
		or
Recruitment of Faculty in	Discussed on Recruitment of	Principal
various departments.	Teaching and Non Teaching	and All
	staff	HODss
Focus on training and	Discussed on training and	Training
placements.	placement to conduct extra	and
	events.	placemen
		t in-
		charge
Faculty publications	Discussed with all department	All
/Registrations in	HOD's and given guidelines	HOD's
NPTEL/SWAYAM/MOOCs	to increase publications and	, v a
	NPTEL/SWAYAM/MOOCs	
	registrations.	
Upgradation of laboratory	Discussed with all department	All
	HOD's	HOD's
Review of committees	Verified all departments	All
functioning	functioning	HOD's



Conducting	Discussed with all department	All
FDPs/Workshops/Seminars/We	HOD's and given guidelines	HOD's
binars/ Technoera-2024	to conduct various	
	DPs/Workshops/Seminars/We	
	binars in department level.	
Conduction of Techno era-2024	Discussed with all department	All
	HOD's and given guidelines	HOD's,
	to conduct Techno era-2024	Principal
		and
1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		IQAC
		Coordinat
		or
Purchase of Books, Print	Discussed with library in-	All
Journals and E-Recourses	charge and given guidelines.	HOD's
		and
		library in-
		charge
Preparation and submission	Discussed with all department	All
work for NAAC AQAR 2022-	HOD's and given instructions	HOD's,
2023	complete with in time	Principal
		and
		IQAC
		Coordinat
		or



Soft skills training, Campus	Discussed on training and	All
Recruitment Training	placement to conduct Soft	HOD's.
	skills training, Campus	Training
	Recruitment Training for 4 th	and
	year students of all	placemen
	departments	t In-
		Charge

The above **Action Taken Report(ATR)** will be discussed in the consecutive meeting also.

Coordinator IQAC

- 1. All members of IQAC
- 2. All HODs
- 3. Library
- 4. PD Sports
- 5. R & D
- 6. Training & Placement Office
- 7. Admin Office

