



**SAI SPURTHI INSTITUTE OF TECHNOLOGY**  
Approved by AICTE, Affiliated to JNTU Hyderabad.  
B.GANGARAM, SATHUPALLY KHAMMAM DT, TS.

Ref: SSIT/CIR/IQAC/02C/02/2020-21

Date: 18.11.2020

**CIRCULAR**

All the members of the IQAC committee are hereby informed to attend the IQAC meeting to be held on 21<sup>st</sup> November, 2020 at 02:30 P.M through online due to covid-19.



Chairperson

Copy to:

- 1. Principal
- 2. All the HODs
- 3. IQAC coordinator and members



## Internal Quality Assurance Cell

Minutes of Meeting held on 21<sup>st</sup> November, 2020 at 02.30 P.M. through online mode.

### Agenda:

- ❖ Welcome note by Chairperson and Confirmation of last IQAC meeting held on 12.08.2020.
- ❖ Academic progress.
- ❖ Mess Renovation.
- ❖ Financial support for purchasing of Laptops.
- ❖ Purchasing of new buses & Xerox machines.
- ❖ Task Registrations and Placements.
- ❖ Any other discussion

### IQAC minutes of meeting (21<sup>st</sup> November, 2020):

1. The meeting started with a welcome note by Principal –Chairperson Dr. CH.VIJAYA KUMAR.
2. All the members approved the minutes of last meeting.
3. IQAC verified the completion of syllabus status of all the faculty members and appreciated the faculty for their efforts for smooth conducting of on line classes, ongoing external examinations during the COVID – 19 pandemic situations.
4. It is decided to renovate the girl's hostel kitchen with worth of Rs 1 Lakh.
5. The IQAC committee decided to extend financial support to the faculty members to purchase laptops for on line classes.
6. As per the request from the parents it is decided to purchase 2 new buses specifically for the convenience of girls students.
7. It is decided to purchase 2 Xerox machines worth of Rs 2.5 Lakhs for examination branch and Library.
8. All the HOD's are suggested to improve up on the TASK registrations.
9. The meeting ended with the note of thanks from the coordinator.



Chairperson



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B.GANGARAM, SATHUPALLY KHAMMAM DT, TS.

Ref: SSIT/CIR/IQAC/02C/01/2020-21

Date: 05.08.2020

**CIRCULAR**

All the members of the IQAC committee are here by informed to attend the IQAC meeting to be held on 12<sup>th</sup> August, 2020 at 11:30 A.M through online due to covid-19.



Chairperson

Copy to:

1. Principal
2. All the HODs
3. IQAC members



## Internal Quality Assurance Cell

Minutes of Meeting held on 12<sup>th</sup> August, 2020 at 11.30 A.M. through online mode.

Agenda:

- ❖ Welcome note by Chairperson.
- ❖ Assessment of all academic activities during last academic year (2019-20).
- ❖ Review of the Academic calendar (2020-21).
- ❖ On – Line Classes.
- ❖ Nptel and MOOC'S.
- ❖ Admissions, Scholar ships to merit students.
- ❖ Digital class rooms.
- ❖ Green Initiatives.
- ❖ Competitive on line examinations – JEE, Advanced JEE, EAMCET, PGCET.
- ❖ Laboratory up gradation.
- ❖ Any other discussion.

### IQAC minutes of meeting (12<sup>th</sup> August, 2020):

1. The meeting started with a welcome note by Principal –Chairperson Dr. CH.VIJAYA KUMAR.
2. Minutes of meeting of last meeting were approved by all the members in the committee.
3. The IQAC approved and reviewed the academic calendar of 2020 - 2021.
4. The committee decided to take on line classes to the students for the coming academic year by using available platforms like zoom, jiomeet, googlemeet etc., due to covid -19 pandemic situation also suggested to use available digital class rooms to teach on line classes.
5. The IQAC committee made a resolution for the III year and IV year B.Tech students to do NPTEL courses and MOOC'S in place of open electives as per JNTUH directives.
6. The committee decided to extend merit scholarships to academically best performing students.
7. The IQAC given suggestions to admission committee for strengthening the admissions by encouraging meritorious rural students based on EAMCET rank and IPE marks.
8. IQAC committee suggested to focus on green initiatives and decided to plant 5000 saplings in the college campus.
9. The committee informed to Examination Branch to make arrangements for smooth conduct of on line competitive examinations to be conducted in the institution.
10. The committee advised all HOD's to upgrade their laboratories where ever necessary.
- 11 .The meeting ended with the note of thanks from the coordinator.

  
Chairperson



**2020-21 ACADEMIC YEAR**

**IQAC REPORT**

S.NO	Minutes	Action Taken
1	The IQAC approved the academic plan and plan of action for next academic year (2020-21).	1. IQAC reviewed the annual report of last academic year (2019-20). 2. The IQAC approved the academic plan and plan of action for next academic year.
2	IQAC suggested to conduct the on line classes to the students.	IQAC reviewed the on line classes for the academic year by using available platforms like zoom, jiomeet, googlemeet etc., due to covid -19 pandemic situations also suggested to use available digital class rooms to teach on line classes.
3	Financial support in Faculty Development Programs, Workshops, Conferences, Journals and Seminars etc.	The faculty members felt very happy about utilization of financial support.
4	Library books, journals and digital library facilities for students and staff.	The committee approved the library committee proposals to improve the library benefits.
5	IQAC suggested for conducting revision classes and guest lecturers through online mode.	1. All the departments were instructed to conduct any revision classes for slow learners. (Online mode only). 2. All the departments were advised to conduct guest lecturers from eminent academicians or Industry persons.
6	The IQAC committee made a resolution for the faculty members to do NPTEL courses and MOOC'S to the students.	Faculty members participated in NPTEL courses from various departments. Students completed MOOC'S related to their branch subjects.
7	The committee decided to give scholarships to the students based on their performance in the studies and results obtained.	Several students benefitted by providing scholarships.
8	Committee special appreciations for good planning and implementation.	1.Successfully conducted orientation program, internships/field trips. 2. Examination committee conducted all academic and Govt Competitive Exams.

<b>9</b>	The committee approved to provide health insurance policy for all employees in the organization	VIDAL HEALTH insurance policy is provided to all the employees of the organization.
<b>10</b>	The committee advised Placement coordinator regarding placements to the students.	Campus Placements conducted successfully.
<b>11</b>	The chairperson instructed all the members of the committee and HOD'S about precautions and necessary preventive measuring steps to be taken during covid – 19.	All the employees are strictly following the covid -19 precautions issued by the state government like wearing masks, using sanitizers, keeping 6 feet distances etc.,
<b>12</b>	The IQAC committee directed to all the faculty members to undergo On – Line webinars, On – Line FDP workshops and On – Line Courses.	Faculty members attended Webinars. Faculty members attended On – Line FDP Program's. Faculty members completed On – Line Courses.



**Chairperson, IQAC**