

2017-18

## DADI INSTITUTE OF ENGINEERING AND TECHNOLOGY

### MINUTES OF THE MEETING OF INTERNAL QUALITY ASSURANCE CELL HELD ON 24<sup>th</sup> JULY, 2017

The following IQAC Committee met on 24<sup>th</sup> July 2017 regarding of IQAC functioning and procedure during the academic year 2017-2018

1	CHAIRMAN	1. PROF. M.VENU GOPALA RAO, PRINCIPAL
2	SENIOR ADMINISTRATIVE OFFICERS	2 PROF. K.RAMA RAO , DEAN ADMN 1. MR. P.S.U.SHARMA, A O
3	FACULTY MEMBERS	4 Dr. P.B.RAMKUMAR,HOD, DEPTOF MBA 5 Dr. K.HARIKRISHNA, HOD,DEPT OF CIVIL 6 Dr. L. PRASNA KUMAR,HOD,DEPT OF CSE 7 Dr. CH.PRABHAKAR A RAO, HOD, DEPT OF HR&BS 8 Mr.B.CH. SRINIVASA RAO, HOD,DEPT OF ECE 9 Dr. R.V.S. LAKSHMI, HOD, DEPT OF EEE 10 MR. P.V.MURALI, NSS PROGRAMME OFFICER
4	MEMBER FROM THE MANAGEMENT	11 SRI DADI RATNAKAR, SECRETARY OF THE INSTITUTION
5	NOMINEE FROM LOCALSOCIETY/STUDENTS/ALUMNI	12 Dr. G.RAMA MURTHY 13 Mr. SIVANANDA, IV B.TCH(CIVIL)
6	NOMINEE FROM INDUSTRIALISTS/EMPLOYERS	14 Mr. SRINATH, M.D; GOPAL AUTOMOTIVES
7	COORDINATOR OF THE IQAC	15. Prof M.BABITHA JAIN, Dean Academics

The IQAC Committee resolved

1. The IQAC Committee found that the AQAR for the year 2017-2018 is to be submitted now as per the guidelines of the IQAC
2. The committee decided to meet four times in the academic year i.e two times in each semester to assess the quality of teaching and best practices to be introduced for improving the quality of academics, administration and research activities of the institute.
3. The Committee has gone through the format of AQAR and discussed various aspects to be collected from various sections of the institute and prepare the AQAR for the year 2017-2018 and submit to NAAC in the process of re accreditation.

M. Babitha Jain  
COORDINATOR, IQAC

Dr. M. Venugopala Rao  
CHAIRMAN, IQAC



# Dadi Institute of Engineering and Technology

(Approved by A.I.C.T.E., New Delhi & Affiliated to JNTUK, Kakinada)

NAAC Accredited Institute

An ISO 9001:2008, 14001:2004 & OHSAS 18001:2007 Certified Institute

NH-5, Anakapalle, Visakhapatnam-531002, Andhra Pradesh

## Internal Quality Assurance Cell (IQAC)

### Minutes of IQAC Meeting dated 24-07-2017

The Meeting of IQAC committee was held on 24th July 2017 at 10:00AM at Conference Hall-1.  
The following members were present.

S.No	Name and Designation of the Member	Position in IQAC	Signature
1	Prof. Dr. M. Venugopala Rao, Principal	Chairperson	
2	Shri Dadi Ratnakar, <del>Secretary, Diet</del>	Member Management	
3	Dr. K. Amarendra, Vice Principal	Member	
4	Dr. K. Rama Rao, Dean Administration	Member Administration	
5	Dr. P. B. Rama Kumar, HOD M.B. A	Member	
6	Dr. R.V.S Lakshmi Kumari, HOD EEE	Member	
7	Dr Ch Prabhakar Rao HOD S&H	Member	
8	Dr L Prasanna Kumar HOD CSE	Member	
9	Mr. B. Ch. Srinivasa Rao HOD ECE	Member	
10	Mr B, Seshagiri Rao, HOD CIVIL	Member	
11	Mr P. S.U Sarma, Administrative Officer	Member Administration	
12	Mr P. V. Murali, NSS Program Officer	Member	
13	Mr Ch Srinadh, MD, Gopal Automotives pvt Ltd	Member Industry	
14	M.L.V. Roopa Vani (CSE)	Member Alumni	
15	G. Rama Krishna ( EEE)	Member Student	
16	Mr G. Ranga Babu	Member Parent	
17	Mrs. M. Babitha Jain, Dean Academics	IQAC Coordinator	

Chairperson IQAC





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## Internal Quality Assurance Cell (IQAC)

Date: 10-10-2017.

### IQAC Meeting Circular

Oct 2017

A meeting of IQAC Committee is convened on 12<sup>th</sup> Oct 2017 at 10:00 AM at Conference Hall-1 to discuss the following agenda.

1. IQAC Documentations
2. Mailing all the circulars to the staff regarding IQAC functions
3. Engineers day celebrations
4. Campus Recruitment Training Classes
5. Professional Body details
6. Discussion on Industrial Visits
7. Diet banner preparation

All the members of IQAC are requested to attend the meeting and share their expertise.

### Chairperson IQAC

Circulation among the IQAC Committee Members

S.No	Name and Designation of the Member	Position in IQAC
1	Prof. Dr. M. Venugopala Rao, Principal	Chairperson
2	Shri Dadi Ratnakar, Secretary, DIET	Member Management
3	Dr. K. Amarendra, Vice Principal	Member
4	Dr. K. Rama Rao, Dean Administration	Member Administration
5	Dr. P. B. Rama Kumar, HOD M.B. A	Member
6	Dr. R.V.S Lakshmi Kumari, HOD EEE	Member
7	Dr Ch Prabhakar Rao HOD S&H	Member
8	Dr L Prasanna Kumar HOD CSE	Member
9	Mr. B. Ch. Srinivasa Rao HOD ECE	Member
10	Mr B, Seshagiri Rao, HOD CIVIL	Member
11	Mr P. S.U Sarma, Administrative Officer	Member Administration
12	Mr P. V. Murali, NSS Program Officer	Member
13	Mr Ch Srinadh, MD, Gopal Automotives pvt Ltd	Member, Industry
14.	Dr. G. Rama Murthy, General Physician	Member, Local Society
15	M.L.V. Roopa Vani (CSE), CTS Jaya Sudheer Raja (EEE), Brandix	Member, Alumni
16	G. Rama Krishna (IV EEE) K. Sowmya (III ECE A)	Member, Student
17	Mr G. Ranga Babu	Member, Parent
18	Mrs. M. Babitha Jain, Dean Academics	IQAC Coordinator

Mrs. M. Babitha Jain, IQAC Co-ordinator has welcomed all the members to the meeting at 10:00 AM.

Before proceeding to the agenda, the IQAC Co-ordinator introduced all the members and placed the following agenda of items for discussion, ratification/approval and suggestions.

### **Discussions in IQAC Meeting**

The senior teachers of IQAC explained about the activities in the respective areas

- Prof. M. Babitha Jain: Consolidated the information presented by all the members
- Dr. P.B. Ram Kumar: Explained the various financial aspects and further details will be updated in the next three days.
- Mr. P.S.V.S.V Rama Raju: Made a note about the revised timetables and schedule and mentioned that further data and documentation will be updated later.
- Mr. K.Jogi naidu: Gave the complete data of the result analysis of all the branches with relevant documents.
- Mr. B.Seshagiri Rao: Elaborated information on the ongoing projects in various departments. Incorporated a the necessary changes suggested in the previous IQAC meeting with relevant.
- Mr. Ch. Ravi Kumar: Listed the industrial visits and the related data with relevant documents.
- Mrs,. M. Lalitha: Presented the data of the various activities of the students within and outside of the institute and alsop about the extracurricular activities of the staff with relevant documents.

Consolidated summary sheets of the IQAC activities have been subkitted to the coordinator by the members.





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## Internal Quality Assurance Cell (IQAC)

### Minutes of IQAC Meeting dated 12-10-2017

The Meeting of IQAC committee was held on 12th Oct 2017 at 10:00 AM at Conference Hall-1.  
The following members were present.

S.No	Name and Designation of the Member	Position in IQAC	
1	Prof. Dr. M. Venugopala Rao,	Chairperson	M. Venugopala Rao
2	Shri Dadi Ratnakar, Secretary, DIET	Member Management	
3	Dr. K. Amarendra, Vice Principal	Member	K. Amarendra
4	Dr. K. Rama Rao, Dean Administration	Member Administration	
5	Dr. P. B. Rama Kumar , HOD M.B. A	Member	
6	Dr. R.V.S Lakshmi Kumari, HOD EEE	Member	R.V.S Lakshmi Kumari
7	Dr Ch Prabhakar Rao HOD S&H	Member	
8	Dr L Prasanna Kumar HOD CSE	Member	
9	Mr. B. Ch. Srinivasa Rao HOD ECE	Member	B. Ch. Srinivasa Rao
10	Mr B, Seshagiri Rao, HOD CIVIL	Member	B. Seshagiri Rao
11	Mr P. S.U Sarma, Administrative Officer	Member Administration	P. S. U Sarma
12	Mr P. V. Murali, NSS Program Officer	Member	
13	Mr Ch Srinadh, MD, Gopal Automotives pvt Ltd	Member, Industry	C. S. V. Srinadh
14.	Dr. G. Rama Murthy, General Physician	Member, Local Society	G. Rama Murthy
15	M.L.V. Roopa Vani (CSE), CTS Jaya Sudheer Raja (EEE) , Brandix	Member, Alumni	M.L.V. Roopa Vani
16	G. Rama Krishna ( IV EEE) K. sowmya (III ECE A)	Member, Student	
17	Mr G. Ranga Babu	Member, Parent	G. Ranga Babu
18	Mrs. M. Babitha Jain, Dean Academics	IQAC Coordinator	Babitha Jain

M. Venugopala Rao  
Chairperson IQAC



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## Internal Quality Assurance Cell (IQAC)

Date: 2-01-2018

### IQAC Meeting Circular Jan 2018

A meeting of IQAC Committee is convened on 4th Jan 2018 at 10:00 AM at Conference Hall-1 to discuss the following agenda.

1. Conduction of Workshop on IOT
2. Conduction of Workshop on Google Android Developer fundamental
3. Orientation talk on J Gate online Journals
4. Discussion on Conduction of Guest Lectures
5. Conduction on National Science Day celebrations
6. Conduction of passport mela

All the members of IQAC are requested to attend the meeting and share their expertise.

*K. Amarendra*  
**Chairperson IQAC**

#### Circulation among the IQAC Committee Members

S.No	Name and Designation of the Member	Position in IQAC
1	Prof. Dr. K. Amarendra, Principal	Chairperson
2	Shri Dadi Ratnakar, Secretary DIET	Member Management
3	Dr. K. Amarendra, Vice Principal	Member
4	Dr. K. Rama Rao, Dean Administration	Member Administration
5	Dr. P. B. Rama Kumar , HOD M.B. A	Member
6	Dr. R.V.S Lakshmi Kumari, HOD EEE	Member
7	Dr Ch Prabhakar Rao HOD S&H	Member
8	Dr L Prasanna Kumar HOD CSE	Member
9	Mr. B. Ch. Srinivasa Rao HOD ECE	Member
10	Mr B, Seshagiri Rao, HOD CIVIL	Member
11	Mr P. S.U Sarma, Administrative Officer	Member Administration
12	Mr P. V. Murali, NSS Program Officer	Member
13	Mr Ch Srinadh, MD, Gopal Automotives pvt Ltd	Member Industry
14	M.L.V. Roopa Vani (CSE)	Member Alumni
15	G. Rama Krishna ( EEE)	Member Student
16	Mr G. Ranga Babu	Member Parent
17	Mrs. M. Babitha Jain, Dean Academics	IQAC Coordinator



Mrs. M. Babitha Jain, IQAC Co-ordinator has welcomed all the members to the meeting at 10:00 AM.

Before proceeding to the agenda, the IQAC Co-ordinator introduced all the members and placed the following agenda of items for discussion, ratification/approval and suggestions.

**1. Conduction of Workshop on IOT**

IQAC Co-Ordinator requested the IQAC Chair person to discuss about Online Class work for students. IQAC Chairperson has elaborated about the workshop on IOT which is very much useful to the students.

**2. Conduction of Workshop on Google Android Developer fundamentals**

IQAC Co-Ordinator requested the IQAC Chair person to discuss about Online Class work for students. IQAC Chairperson has elaborated about the workshop on Google Android developer fundamewntals which is very much useful to the students.

**3. Discussion on orientation talk on J. Gate online journal**

IQAC Co-Ordinator requested HODs to discuss about orientation talk on J. Gate online journals for the benefit of faculty to write the paper for publications in reputed journals.

**4. Conduction of Guest lectures**

IQAC Co-ordinator requested HODs to discuss about conduction of Guest Lectures. IQAC Chairperson has informed that each department shall be planned to conduct two or three guest lectures on updated topics

**5. National Science day Celebrations**

IQAC Committee has planned to conduct National Science day on 28<sup>th</sup> feb 2018. Department of H& BS has take the procedure to conduct the National Science day celebrations

**6. Conduction of Passport Mela in extension activities.**


IQAC Co-ordinator requested the IQAC Chairperson to discuss about the conduction of pass port mela by coordinate with passport Officer, Visakhapatnam. IQAC chair peron endorsed this work to the NCC Programme Officer Mr. P.V. Murali. The eligible students are easily access to getting the passport in the institute.

*K. Anandhu*  
**Chairperson IQAC**

## Internal Quality Assurance Cell (IQAC)

### Action Taken Report of IQAC Meeting held on 4<sup>th</sup> Jan 2018 dated 5<sup>th</sup> Feb 2018

S No	Agenda Point	Action Taken
1	Workshop on IOT	Conducted workshop on IOT which is very much useful and benefitted by the students.
2	Workshop on Google Android Developer Fundamentals	Conducted workshop on Google Android developer fundamentals which is benefitted to the students.
3	Orientation talk on J Gate online Journals	IQAC Co-ordinator requested HODs to discuss about orientation talk on J. Gate online journals for the benefit of faculty to write the paper for publications in reputed journals.
4.	Conduction of guest lectures	Conducted three guest lectures
4	Discussion on Conduction of Guest Lectures	IQAC Committee has planned to conduct National Science day on 28 <sup>th</sup> feb 2018. Department of H& BS has take the procedure to conduct the National Science day celebrations
5	Conduction of passport mela in extension activities	Conducted pass port mela by passport Officer, Visakhapatnam in the campus. IQAC chair person endorsed this work to the NCC Programme Officer Mr. P.V. Murali. The eligible students are easily accessed and to getting the passport.

  
Chairperson IQAC





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**Internal Quality Assurance Cell (IQAC)**

**Minutes of IQAC Meeting dated 4-01-2018**

The Meeting of IQAC committee was held on 4<sup>th</sup> Jan 2018 at 10:00AM at Conference Hall-1. The following members were present.

S.No	Name and Designation of the Member	Position in IQAC	Signature
1	Prof. Dr. K. Amarendra , Principal	Chairperson	K. Amarendra
2	Shri Dadi Ratnakar, Chairman DIET	Member Management	Shri Dadi Ratnakar
3	Dr. K. Rama Rao, Dean Administration	Member Administration	Dr. K. Rama Rao
4	Dr. P. B. Rama Kumar , HOD M.B. A	Member	Dr. P. B. Rama Kumar
5	Dr. R.V.S Lakshmi Kumari, HOD EEE	Member	Dr. R.V.S Lakshmi Kumari
6	Dr Ch Prabhakar Rao HOD S&H	Member	Dr Ch Prabhakar Rao
7	Dr L Prasanna Kumar HOD CSE	Member	Dr L Prasanna Kumar
8	Mr. B. Ch. Srinivasa Rao HOD ECE	Member	Mr. B. Ch. Srinivasa Rao
9	Mr B, Seshagiri Rao, HOD CIVIL	Member	Mr B, Seshagiri Rao
10	Mr P. S.U Sarma, Administrative Officer	Member Administration	Mr P. S.U Sarma
11	Mr P. V. Murali, NSS Program Officer	Member	Mr P. V. Murali
12	Mr Ch Srinadh, MD, Gopal Automotives pvt Ltd	Member Industry	Mr Ch Srinadh
13	M.L.V. Roopa Vani (CSE)	Member Alumni	M.L.V. Roopa Vani
14	G. Rama Krishna ( EEE)	Member Student	G. Rama Krishna
15	Mr G. Ranga Babu	Member Parent	Mr G. Ranga Babu
16	Mrs. M. Babitha Jain, Dean Academics	IQAC Coordinator	Mrs. M. Babitha Jain
17			

*K. Amarendra*  
**Chairperson IQAC**

# DADI INSTITUTE OF ENGINEERING AND TECHNOLOGY

## MINUTES OF THE MEETING OF INTERNAL QUALITY ASSURANCE CELL HELD ON 18<sup>th</sup> JUNE, 2018

The following IQAC Committee met on 18<sup>th</sup> June 2018 regarding of IQAC functioning and procedure during the academic year 2017-2018


1	CHAIRMAN	1. PROF. Dr. CH.PRABHAKAR A RAO ,PRINCIPAL
2	SENOIR ADMINISTRATIVE OFFICERS	2. PROF. K.RAMA RAO ,DEAN ADMN 3.MR. P.S.U.SHARMA, A.O
3	FACULTY MEMBERS	4 Dr.P.B.RAMKUMAR,HOD, DEPTOF MBA 5 Dr. K.HARIKRISHNA, HOD,DEPT OF CIVIL 6 Dr.L..PRASNNA KUMAR,HOD,DEPT OF CSE 7 Dr. CH.PRABHAKAR A RAO, HOD, DEPT OF H&BS 8 Mr.B.CH. SRINIVASA RAO, HOD,DEPT OF ECE 9 Dr, R.V.S. LAKSHMIHOD, DEPT OF EEE 10 MR. P.V.MURALI, NSS PROGRAMME OFFICER
4	MEMBER FROM THE MANAGEMENT	11. SRI DADI RATNAKAR, SECRETARY OF THE INSTITUTION
5	NOMINEE FROM LOCALSOCIETY/STUDENTS/ALUMNI	12. Dr. G.RAMA MURTHY 13. Mr. SIVANANDA, IV B.TCH(CIVIL)
6	NOMINEE FROM INDUSTRIALISTS/EMPLOYERS	14. Mr. SRINATH, M.D; GOPAL AUTOMOTIVES
7	COORDINATOR OF THE IQAC	15. Dr. K. S. ESWARA RAO, VICE PRINCIPAL


The IQAC Coordinator has revealed the guidelines revised by NAAC for the creation of the IQAC and submission of AQAR in accredited institutions from 2018-2019. The revised guidelines will come into effect from 1<sup>st</sup> July 2018.

- As per the revised guidelines
- The Higher Education Institutions are submitting the AQAR from July 2018 onwards may use revised format with effect from 1<sup>st</sup> July 2018.
- AQAR needs to submit in new format only for the academic year 2018-2019.
- AQAR of the preceding academic year need to be submitted to the NAAC within six months i.e the institutions should submit the AQAR before n31st December of every year.



- The IQACs may create exclusive window tab on its institutional website for keeping the records /files of NAAC, peer committee reports, AQAR and Institutional Academic Calendar, IQAC Minutes of Meeting, Certificate of accreditation outcomes regularly upload /report on its activities as well as for hosting the AQAR.
- The Tools and parameters are designed in the new format are in such a way that the preparation of AQAR would face late facilitate that HEI'S for upcoming cycles of Accreditation
- As per the revised Accreditation Framework, the NAAC Accreditation institutions need to submit the AQAR online.
- NAAC is the process of ICT integration in assessment and accreditation.
- The login ID for the Online submission for AQAR submission will be the email id used for the IIQA.
- The AQAR is part of the post Accreditation module, in due course of time.
- NAAC portal will have facility to submit the AQAR online and Institutions will receive automated response.
- AQAR of the preceding year be submitted to the NAAC within six months. i.e the institutions should submit the AQAR are before 31st December of every year.
- The committee found that the AQAR for the year 2017 -2018 is to be submitted now as per the guidelines of the IQAC on or before 31st December 2018.
- As per as per the revised Accreditation Framework, plan of action is to be prepared for the submission of AQAR according to new format procedure towards quality to teaching and more best practices to be introduced for improving the quality of academics, administration and research activities of the institute. The plan of action for the year 2018 - 2019 is prepared according to new format

  
 Dr.K.S.Eswara Rao  
 COORDINATOR, IQAC

  
 Dr.K.Amarendra  
 CHAIRMAN, IQAC



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## Internal Quality Assurance Cell (IQAC)

### Minutes of IQAC Meeting dated 18-06-2018

The Meeting of IQAC committee was held on 18<sup>th</sup> June 2018 at 10:00 AM at Conference Hall-1. The following members were present.

S.No	Name and Designation of the Member	Position in IQAC	Signature
1	Prof. Dr. Ch. Prabhakara Rao, Principal	Chairperson	
2	Shri Dadi Ratnakar, Secretary, DIET	Member Management	
3	Dr. K. S. Eswara Rao, Vice Principal	Member	
4	Dr. K. Rama Rao, Dean Administration	Member Administration	
5	Dr. P. B. Rama Kumar, HOD M.B. A	Member	
6	Dr. R.V.S Lakshmi Kumari, HOD EEE	Member	
7	Dr Ch Prabhakar Rao HOD S&H	Member	
8	Dr L Prasanna Kumar HOD CSE	Member	
9	Mr. B. Ch. Srinivasa Rao HOD ECE	Member	
10	Mr B, Seshagiri Rao, HOD CIVIL	Member	
11	Mr P. S.U Sarma, Administrative Officer	Member Administration	
12	Mr P. V. Murali, NSS Program Officer	Member	
13	Mr Ch Srinadh, MD, Gopal Automotives pvt Ltd	Member Industry	
14	M.L.V. Roopa Vani (CSE)	Member Alumni	
15	G. Rama Krishna ( EEE)	Member Student	
16	Mr G. Ranga Babu	Member Parent	
17	Prof. Dr. K.S. Eswara Rao	IQAC Coordinator	

  
Chairperson IQAC



Sl. No	Resolutions	Action Taken
1.	Any information presented in the meeting should be supported by proper documentation	All the information submitted in the IWQAC meetings were supported by relevant documental proofs
2.	Mailing all the circulars to the staff was made mandatory process is implemented and followed	Process is implemented and followed
3.	A revised budget for Engineers day celebrations to be d by the civil Department	The revised budget has been submitted
4.	Reminder for CRT payment to FACE Consultants and fee collection from students.	Reminder has been sent and the fee collection is going on
5.	Profession Body details to be updated.	Professional Body details of IEEE, ISTE, IETE and IEI has been updated and CSI is under process.
6.	Industrial visit should be Unique and different for every batch	Furthur visits have taken care of the above aspect.
7.	Only one banner i.e stage backdrop banner to be printed for any programme	It is successfully implemented for all the programmes.

## **ACTION TAKEN REPORT 2017-18**

### **Action Taken Report on IQAC Meeting held on 24<sup>th</sup> July 2017**

- IQAC Committee has been planned to prepare IQAC Calendar includes quality initiatives and measures taken to improving the research activities
- Steps taken for preparation of AQAR 2017-18 as per NAAC guidelines basing on all criterions according to all Key Indicators. IQAC coordinators must follow all the KIs mentioned in seven Criterions.
- IQAC coordinators shall be collected the data relating to Curricular, Co-curricular and Extra Curricular activities along with Extension Activities from all the departments and functional committees
- Collection of Quantitative data in AQAR 2017-18 by IQAC from June 2017 onwards

### **Action Taken Report on IQAC Meeting held on 4<sup>th</sup> Jan 2018**

- Agenda Point 1,2,3,4: Conduction of workshops on IOT, Google Android Developer Fundamentals, orientation talk on J-Gate and Personality Development Programme. IQAC Committee has planned to conduct more programmes like this so that these are useful to students for career Development.
- Agenda 5,6,7,8,9: These points belong to Guest lectures and extension Activities. IQAC Committee directed to HODs to conduct two or three guest lectures by each department and extension activities by NSS, Cultural club in this Academic Year.

### **Action Taken Report on IQAC Meeting held on 18<sup>th</sup> June 2018**

- IQAC Committee has been initiated to conduct workshops, Guest Lectures and Industrial visits at the commencement of the academic year 2017-18. All departments have been conducted seven workshops, five guest lectures and three industrial tours for the benefit of students.
- Basing on IQAC Committee suggestions, establish Student Centric Activities through various clubs in the departments for more involvement of all the students in various activities.
- All the HODs, Functional committee members must go through the new format of AQAR 2018-19
- Every important event comprises with student support and other activities in the campus must post in college website for open access by all the stakeholders. The web links shall be provided and uploaded in AQAR.



## Minutes of meeting held on 10<sup>th</sup> July 2018

1. Discussed on six day workshop entitled “**Revit Architecture**” proposed by Dept of civil in association with APSSDC in the first week of August 2018 and got resolved
2. Resolved to conduct a six day workshop on “**Embedded Systems and SCI LAB**” proposed by Dept of EEE scheduled from 16<sup>th</sup> to 21<sup>st</sup> July 2018. It is also resolved to provide the required computers by Dept of CSE and suggested to arrange eminent resource persons for that workshop.
3. Discussed on registration of students in NPTEL and APITA and resolved that HODs and Staff should be motivate the students to enroll in those programmes .
4. Discussed on arrangement of industrial tour to AP Trans Co and Steel Plant for B.Tech EEE branch students in this semester preferably on 18<sup>th</sup> of July 2018.
5. Discussed on two week FDP on ‘**Recent trends on Computer Science**’ under DST project by Dept of CSE scheduled tentatively from 29-10-2018 to 10-11-2018 and resolved to conduct the FDP.
6. Resolved to conduct Oracle certification programme for final year CSE branch students.
7. On the proposal of Dept of CSE to conduct Skill Development programme on “**Big Data**” under CM’s Skill Excellent Centre during September 2018.
8. Discussed on the submission of the good research project proposals accepted by PRC to get the funding from any of the agencies. It is resolved unanimously and accepted to conduct these types of projects as inter disciplinary.
9. Discussed on M.Tech projects and resolved that the projects should be research based and must be acceptable for presentation and publication in IEEE, Springer conferences and Scopus Indexed Journals.
10. It is resolved that the B.Tech and M.Tech Projects should be real time and innovative and must be capable of publication in renowned journals. The Committee asked the PRC Coordinator to submit the titles and abstracts of the projects on or before 18<sup>th</sup> July, 2108.

11. Resolved to conduct a six day Faculty Development Programme on "**Research Methodologies**" scheduled from 16-11-2018 to 21-11-2018 with the funding from any of the professional bodies collaborated with our institute only.
12. The Committee is discussed and resolved to conduct Engineer's day from 13-09-2018 to 15-09-2018 in association with IEI and ASG as per the proposal from Department of Civil.
13. Resolved to get minimum of 85 pass percentage in every subject taken by respective departmental staff members in every semester.
14. Resolved to get the updated project reports once in fortnight through the PRC Coordinator with coordination of concern HODs of Departments as per the proposal of Principal.
15. Resolved to conduct a two day free workshop on "**Soft Skills**" through APITA after 25<sup>th</sup> Aug 2018 for APITA registered students as per the proposal of TPO.
16. Resolved to conduct the "**Graduation day celebrations**" on 21<sup>st</sup> Aug 2018.
17. The Academic Committee approved to conduct a six day workshop on "**PLC**" for III B.Tech students in the last week of Sept 2018
18. Resolved to conduct "**FARADAY Memorial Day**" on 22<sup>nd</sup> Sept 2018 in association with IEEE student Chapter.
19. Resolved to conduct one day free workshop on "**DGPS**" by Lawrence and Mayo on 10<sup>th</sup> Sept 2018
20. Resolved to conduct a three day workshop on "**Cyber Security**" for final year CSE students from 20<sup>th</sup> to 22<sup>nd</sup> Sept 2018 in association with APSSDC
21. Resolved to conduct guest lecture on "**Machine Learning**" for III B.Tech students on 10<sup>th</sup> Sept 2018 on the occasion of Department day
22. Resolved to conduct a 6 day FDP on "**Embedded System and IOT**" from 22<sup>nd</sup> to 27<sup>th</sup> Oct 2018
23. Resolved for registration of IETE membership to all ECE students for the academic year 2018-2019
24. Resolved to register the final B.Tech students for GATE-2019 application on or before 19<sup>th</sup> Sept 2018
25. Resolved to conduct a 3 day workshop on "**NI lab view**" for III B.Tech APITA registered students from 16<sup>th</sup> to 19<sup>th</sup> Sept 2018



26. Discussed on final year B.Tech projects and resolved to complete the projects by 3<sup>rd</sup> Nov, 2018 as per the request of all HODs of the concerned Departments

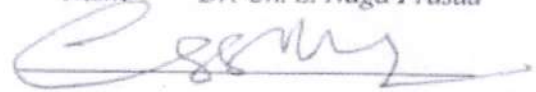
27. Discussed on 'faculty registration in NPTEL', and approved that NPTEL online course qualified certification is mandatory for one course in this year 2018-2019.
28. The Committee reviewed IQAC report and decided to circulate the revised guidelines of IQAC with effect from the academic year 2018-2019 to all the members of Academic Committee for understanding and to follow accordingly
29. Resolved to conduct two workshops in the first semester and one workshop in the II semester in all departments.

Name Dr. K. S. Eswara Rao



Signature of the Coordinator, IQAC

Name Dr. Ch. S. Naga Prasad



Signature of the Chairperson, IQAC





# Dadi Institute of Engineering and Technology

(Approved by A.I.C.T.E., New Delhi & Affiliated to JNTUK, Kakinada)

NAAC Accredited Institute

An ISO 9001:2008, 14001:2004 & OHSAS 18001:2007 Certified Institute

NH-5, Anakapalle, Visakhapatnam-531002, Andhra Pradesh

## Internal Quality Assurance Cell (IQAC)

### Minutes of IQAC Meeting dated 10-07-2018

The Meeting of IQAC committee was held on 10th July 2018 at 10:00AM at Conference Hall-1. The following members were present.

The following IQAC Committee met on 10<sup>th</sup> July 2018 at 10 a.m at Conference Hall-1 regarding IQAC functioning and procedure during the academic year 2018-2019

1	CHAIRMAN	1. PROF. Ch.S. NAGA PRASAD, PRINCIPAL	<i>Ch.S. Naga Prasad</i>
2	SENOIR ADMINISTRATIVE OFFICERS	2. PROF. K.RAMA RAO ,DEAN ADMN 3.MR. P.S.U.SHARMA, A.O	<i>K.Rama Rao</i> <i>P.S.U. Sharma</i>
3	FACULTY MEMBERS	4 Dr.P.B.RAMKUMAR,HOD, DEPTOF MBA 5 Mr. B. SHESHAGIRI RAO, HOD,DEPT OF CIVIL 6 Dr.L..PRASNNA KUMAR,HOD,DEPT OF CSE 7 Dr. CH.PRABHAKAR A RAO, HOD, DEPT OF H&BS 8 Mr.B.CH. SRINIVASA RAO, HOD,DEPT OF ECE 9 Sri K. VIJAYA KUMAR, HOD, DEPT OF EEE 10 MR. P.V.MURALI, NSS PROGRAMME OFFICER	<i>P.B. Ram Kumar</i> <i>B. Sheshagiri Rao</i> <i>L. Prasanna Kumar</i> <i>Ch. Prabhakar A Rao</i> <i>B. Ch. Srinivasa Rao</i> <i>Sri K. Vijaya Kumar</i> <i>P.V. Murali</i>
4	MEMBER FROM THE MANAGEMENT	11. SRI DADI RATNAKAR, SECRETARY OF THE INSTITUTION	<i>Sri Dadi Ratnakar</i>
5	NOMINEE FROM LOCALSOCIETY/STUDENTS/ALUMNI	12. Dr. G.RAMA MURTHY 13. Mr. SIVANANDA, IV B.TCH(CIVIL)	<i>Dr. G. Rama Murthy</i> <i>Mr. Sivananda</i>
6	NOMINEE FROM INDUSTRIALISTS/EMPLOYERS	14. Mr. SRINATH, M.D; GOPAL AUTOMOTIVES	<i>Mr. Srinath</i>
7	COORDINATOR OF THE IQAC	15. Dr. K. S. ESWARA RAO, VICE PRINCIPAL	<i>Dr. K. S. Eswara Rao</i>

*Ch.S. Naga Prasad*  
Chairperson IQAC

# DADI INSTITUTE OF ENGINEERING AND TECHNOLOGY

## INTERNAL QUALITY ASSURANCE CELL

### Minutes of meeting held on 5<sup>th</sup> October 2018

IQAC Coordinator read the resolutions of the previous IQAC meeting and discussed the compliances with events conducted and action taken on minutes of the previous IQAC Meeting under the chairmanship of Sri Dadi Ratnakar.

- Conducted introductory classes to I B.Tech and I Diploma students with basic concepts by using power point presentations and e-library (ICT Method) for 15 days from the commencement of the class work and then start the regular curriculum from July 1<sup>st</sup> 2018 onwards.
- Regarding certification courses to the students, members motivated the students to get the additional qualification certificates of the courses conducted by NPTEL, APSSDC, ORACLE, MICROSOFT etc.
- National Research Development Corporation (NRDC) inks Memorandum of Agreement (MOA) with DIET for providing "IP & Technology Communication Services". An agreement in the form of MOA was signed between NRDC, an enterprise of Department of scientific and Industrial Research, Ministry of Science and Technology, GOI and DIET.
- All the staff are maintaining dress code including Saturday
- Conducted a six day workshop on "**Embedded Systems and SCI LAB**" proposed by Dept of EEE scheduled from 16<sup>th</sup> to 21<sup>st</sup> July 2018. It is also resolved to provide the required computers by Dept of CSE and suggested to arrange eminent resource persons for that workshop.
- Conducted "**Graduation day celebrations**" on 21<sup>st</sup> Aug 2018.
- Conducted a two day workshop on Android- DCBA 2K18 Challenge on 24<sup>th</sup> and 25<sup>th</sup> August 2018
- Conducted a two day free workshop on "**Soft Skills**" through APITA after 25<sup>th</sup> Aug 2018 for APITA registered students.
- Conducted a six day workshop entitled "**Revit Architecture**" by Dept of civil in association with APSSDC from 27<sup>th</sup> Aug to 1<sup>st</sup> Sept 2018
- Conducted one day free workshop on "**DGPS**" by Lawrence and Mayo on 10<sup>th</sup> Sept 2018
- Conducted Engineer's day celebrations from 13-09-2018 to 15-09-2018 in association with IEI and ASG as per the proposal from Department of Civil.
- Conducted a 3 day workshop on "**NI lab view**" for III B.Tech APITA registered students from 16<sup>th</sup> to 19<sup>th</sup> Sept 2018 in association with APITA
- Circulated the revised guidelines of IQAC with effect from the academic year 2018-2019 to all the staff members for understanding and to follow accordingly
- conducted a three day workshop on "**Cyber Security**" for final year CSE students from 20<sup>th</sup> to 22<sup>nd</sup> Sept 2018 in association with APSSDC
- Conducted guest lecture on "**Machine Learning**" for III B.Tech students on 10<sup>th</sup> Sept 2018 on the occasion of Department day



- Conducted a guest Lecture on “Machine Learning and its Applications” to III and IV B.Tech CSE students on 17<sup>th</sup> Sept 2018
- Conducted “**FARADAY Memorial Day**” on 22<sup>nd</sup> Sept 2018 in association with IEEE student Chapter. And Conducted a Guest lecture by Basam Venkata Rao, Scientist –D , NSTL

## RESOLUTIONS

- Discussed on workloads of all the departments with respect to requirement of faculty and Resolved to recruit three faculties in civil department.
- Resolved to allocate the subjects to the faculty basing on their seniority and NTPEL certifications and also instructed that the senior staff members shall choose tough subjects for best results from next semester onwards.
- Discussed on newly introduced programmes i.e Semester Theory and Lab Readiness Programme (STLRP) and Semester Theory and Lab Completion Programme(STLCP) from this semester and resolved to submit the STLRP and STLCP formats by all the faculty before 29<sup>th</sup> Oct 2018 to the Principal Office
- Resolved to conduct J-Gate online Journals Orientation Programme to the entire faculty on 15<sup>th</sup> Nov, 2018 in morning session 10.30 A.M to 12 noon.
- Resolved to conduct IEEE extreme event on 20<sup>th</sup> Oct 2018. As it is an institutional programme, every department staff should involve in this event.
- Resolved to conduct Faculty Development Programme on “**Emerging trends in Qualitative Research in Engineering and Technology**” on 9<sup>th</sup>, 10<sup>th</sup> and 12<sup>th</sup> Nov 2018.
- It is resolved to conduct Gate coaching classes for IV B.Tech EEE and CIVIL students.
- Resolved the proposal of the Department of ECE to celebrate Robert Norton Noyce birthday as department day on 12<sup>th</sup> Dec2018.
- On the proposal of the HOD, Department of ECE to procure trainer kits for AC & Dc Lab as per R-16 syllabus with the budget estimate of Rs. 98,200/- and the item has been resolved.
- Resolved to grant approval for renewal of M.O.U with NIT, Warangal and Electronics & ICT Academy for next year with the budget of Rs. 1,00,000/-.
- The principal on the recommendations of the Training and Placement Cell places before the IQAC Committee for sending the registered and eligible students of B.Tech 2019 pass outs to Wipro recruitment drive with the name of Elite NLTH 2019 on 16<sup>th</sup>, 17<sup>th</sup> and 18<sup>th</sup> Nov 2018 at



Vignan Engineering College and also sent the IV year eligible B.Tech CSE students for Syntel recruitment drive on 10<sup>th</sup>, 11<sup>th</sup> Nov 2018 at Vignan Engineering College, Duvvada. HODs are instructed to motivate the students, send the messages to the parents and take the feedback from them.

The item has been resolved

- The principal on the recommendations of the Project Review Committee places before the IQAC committee to conduct final reviews of the projects for IV B.Tech students branch wise.

The item has been moved by Prof. K.Sujatha, Convener of PRC for conducting the final reviews of the projects with the following dates.

ECE- 19<sup>th</sup> Nov 2018

CSE- 20<sup>th</sup> Nov 2018

EEE-22<sup>nd</sup> Nov 2018

CIVIL- 23<sup>rd</sup> Nov 2018.

The item has been resolved.

- The Coordinator on the proposal of the NSS Committee places before the IQAC committee for consideration and approval of
  - i) Conduct National Education Day on 11<sup>th</sup> Nov 2018
  - ii) Conduct LLR mela in the month of December ,2018
  - iii) Conduct passport mela on 24<sup>th</sup> Nov 2018 for verification and to block passport slots on 26<sup>th</sup> Nov 2018.

The item has been moved by NSS coordinator Mr. P.V.Murali and the item has been resolved.

- The principal on the recommendations of the Project Review Committee places before the IQAC committee for resolution of 'project work handled by faculty member must be published in any International peer reviewed journal with impact factor more than five'.

The item has been moved by Prof. K.Sujatha, convener, PRC as publish the papers on or before 29<sup>th</sup> Dec 2018 and submit the hard and soft copies of the paper published and the item has been resolved.

- The coordinator on the recommendations of the Training and Placement Cell places before the IQAC committee to conduct Campus Recruitment Training (CRT) and communication skills classes for IV B.Tech students useful for upcoming on-campus and off- campus placement activities. HODs of CSE and ECE are instructed to create awareness and motivate the students for 100% participation in CRT Specific training programme on the following subjects.

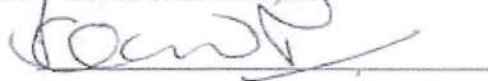
CSE- Web Technology and JAVA

ECE- Embedded System

The item has been moved by Dr. B. Om Namassivaya, TPO and the item has been resolved.

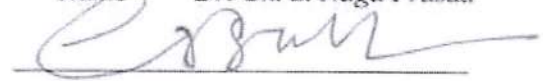
- Resolved to earmark one class room for CM's Excellency Centre under APSSDC.
  - on the proposal of Department of CSE places before the IQAC committee to conduct "**Game course**" for III B.Tech CSE students in association with APSSDC and Kajaani University of Applied Sciences, Finland from 17<sup>th</sup> to 22<sup>nd</sup> Dec 2018. It has been resolved.
18. IQAC Coordinator on the proposal of the Project review committee places before the IQAC committee
- i) To conduct one workshop/FDP on " Research in Engineering and Technology" by applying to AICTE
  - ii) To apply one project to AICTE under MODROBS.
  - iii) All final year Project papers should be uploaded in any International peer reviewed journals and submit the proofs of hard copy by 31<sup>st</sup> Dec 2018.  
The committee resolved.
19. Principal on the proposal of TPO places before the committee for conducting on campus drive by Pratian Technologies on 15<sup>th</sup> Dec 2018 for eligible B.Tech -CSE,ECE,EEE students. It has been resolved.
20. Principal on the proposal of NSS Unit places before the committee for
- i) Conduct Human Rights Day on 10<sup>th</sup> Dec,2018
  - ii) Conduct LLR mela on 15<sup>th</sup> Dec 2018
  - iii) Conduct passport mela on 22<sup>nd</sup> Dec 2108
  - iv) Conduct Mathematics day celebration on 22<sup>nd</sup> Dec, 2018
- It has been resolved
21. Discussed on preparation of NBA accreditation and all HODs are informed that the documentations must be prepared according to new NBA guidelines from today onwards.
22. Discussed on final year B.Tech projects and resolved to complete the projects by 3<sup>rd</sup> Nov, 2018 as per the request of all HODs of the concerned Departments

Name *Dr. K. S. Eswara Rao*



*Signature of the Coordinator, IQAC*

Name *Dr. Ch. S. Naga Prasad*



*Signature of the Chairperson, IQAC*





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NH-5, Anakapalle, Visakhapatnam-531002, Andhra Pradesh

## Internal Quality Assurance Cell (IQAC)

### Minutes of IQAC Meeting dated 05-10-2018

The Meeting of IQAC committee was held on 10th July 2018 at 10:00AM at Conference Hall-1.  
The following members were present.

1	CHAIRMAN	1. PROF. Ch.S. NAGA PRASAD, PRINCIPAL	<i>Ches</i>
2	SENOIR ADMINISTRATIVE OFFICERS	2. PROF. K.RAMA RAO ,DEAN ADMN 3.MR. P.S.U.SHARMA, A.O	<i>Ches</i> <i>Shu</i>
3	FACULTY MEMBERS	4. Dr.P.B.RAMKUMAR,HOD, DEPTOF MBA 5. Mr. B. SHESHAGIRI RAO, HOD,DEPT OF CIVIL 6. Dr.L..PRASNNA KUMAR,HOD,DEPT OF CSE 7. Dr. CH.PRABHAKAR A RAO, HOD, DEPT OF H&BS 8. Mr.B.CH. SRINIVASA RAO, HOD,DEPT OF ECE 9. Sri K. VIJAYA KUMAR, HOD, DEPT OF EEE 10. MR. P.V.MURALI, NSS PROGRAMME OFFICER	<i>Ches</i> <i>Shu</i> <i>Ches</i> <i>Ches</i> <i>Ches</i> <i>Ches</i> <i>Ches</i>
4	MEMBER FROM THE MANAGEMENT	11. SRI DADI RATNAKAR, SECRETARY OF THE INSTITUTION	<i>Ches</i>
5	NOMINEE FROM LOCALSOCIETY/STUDENTS/ALUMNI	12. Dr. G.RAMA MURTHY 13. Mr. SIVANANDA, IV B.TCH(CIVIL)	<i>Ches</i> <i>Ches</i>
6	NOMINEE FROM INDUSTRIALISTS/EMPLOYERS	14. Mr. SRINATH, M.D; GOPAL AUTOMOTIVES	<i>Ches</i>
7	COORDINATOR OF THE IQAC	15. Dr. K. S. ESWARA RAO, VICE PRINCIPAL	<i>Ches</i>

*Ches*  
Chairperson IQAC



## DADI INSTITUTE OF ENGINEERING AND TECHNOLOGY

### INTERNAL QUALITY ASSURANCE CELL

#### Minutes of meeting held on 3<sup>rd</sup> January 2019

IQAC Coordinator read the resolutions of the previous IQAC meeting and discussed the compliances with events conducted and action taken on minutes of the previous IQAC Meeting.

- Conducted a 6 day FDP on **“Embedded System and IOT”** from 22<sup>nd</sup> to 27<sup>th</sup> Oct 2018
- Conducted a six day Faculty Development Programme on **“Emerging trends in Qualitative research in Engineering and Technology”** from 09-11-2018 to 14-11-2018 in association with CSI.
- Conducted a one week Faculty Development Programme on **“Real time embedded Systems& IOT”** from 29-10-2018 to 03-11-2018 in association with NIT Warangal.
- Introduced new programmes i.e Semester Theory and Lab Readiness Programme (STLRP) and Semester Theory and Lab Completion Programme(STLCP) from this semester and also submitted the STLRP and STLCP formats by all the faculty on 29<sup>th</sup> Oct 2018 to the Principal Office
- Conducted J-Gate online Journals Orientation Programme to the entire faculty on 15<sup>th</sup> Nov, 2018 in morning session 10.30 A.M to 12 noon.
- Conducted IEEE extreme event on 20<sup>th</sup> Oct 2018. As it is an institutional programme, every department staff involved in this event.
- Department of ECE has celebrated Robert Norton Noyce birthday as department day on 12<sup>th</sup> Dec2018. Also conducted a guest lecture on **“Industrial Automation”** by Sri V.V.Murali Krishna, AGM, Visakha Steel Plant
- Procured trainer kits for AC & Dc Lab as per R-16 syllabus with the cost of Rs. 98,200/- in Department of ECE.
- Renewed of M.O.U with NIT, Warangal and Electronics & ICT Academy for next year with the budget of Rs. 1,00,000/-.
- On the proposal of the NSS Committee
  - iv) Conducted National Education Day on 11<sup>th</sup> Nov 2018
  - v) Conducted LLR mela on 15<sup>th</sup> December ,2018
  - vi) Conducted passport mela on 22<sup>nd</sup> Dec, 2018
  - vii) Conducted Human Rights Day on 10<sup>th</sup> Dec,2018
  - viii) Conducted Mathematics day celebration on 22<sup>nd</sup> Dec, 2018
  - ix) Conduct Mathematics day celebration on 22<sup>nd</sup> Dec, 2018
  - x) Conduct Mathematics day celebration on 22<sup>nd</sup> Dec, 2018

- Conducted campus drive by Pratian Technologies on 15<sup>th</sup> Dec 2018 for eligible B.Tech –CSE,ECE,EEE students.
- Conducted a six day workshop on “**Gamification with AR& VR Build box**” for III B.Tech CSE students in association with APSSDC and Kajaani University of Applied Sciences, Finland from 18<sup>th</sup> to 24<sup>th</sup> Dec 2018.

### **RESOLUTIONS**

- 1). Committee resolved to conduct a six day workshop “ Revit Structure “ for IV B.Tech civil Students in association with APSSDC from 25<sup>th</sup> Feb to 2<sup>nd</sup> mach 2019.
- 2). Regarding CRTM Training on “Web Technology” for IV B.Tech CSE students by COIGN consultancy from 26<sup>th</sup> Dec 2018 to 7<sup>th</sup> Jan 2019, it is benefitted to students according to feedback.
- 3). Principal on the proposal of the Department of CSE places before the IQAC committee to apply for CSI grant to conduct technical talk on “Deep Learning and AI”. It has been resolved.
4. The coordinator on the proposal of TPO places before the committee for consideration and approval to conduct CRT Programmes for III B.Tech Students from 3-II semester. It has been approved.
5. Discussed on the result analyses branch wise and faculty wise. Principal informed that all HODs are taking measures to improve the results of the students by taking plan of action on faculty who are having less percentage to improve their subjects and also conduct remedial classes to the back log students. And concentrate to teach on the main units like 3<sup>rd</sup> or 4<sup>th</sup> in DIP, RS and DACD subjects and so on like that.
6. The IQAC Coordinator on the proposal of NSS Programme Officer places before committee to organize special camp at Koppaka Village by conducting Janmabhoomi-Maa Vuru Programme from 2<sup>nd</sup> to 11<sup>th</sup> Jan 2019.
7. Principal on the proposal of PRC places before the academic committee for to apply DST and other eligible project proposals by faculty before 31<sup>st</sup> Jan 2019. It has been resolved.
8. IQAC Committee proposes to conduct a workshop on NBA works by outsourcing experienced persons in preliminary manner on 12<sup>th</sup> Jan 2019.
9. As per the proposal of the IQAC committee, academic committee has reviewed the status of project work paper publications and instructed the staff that papers should be published in International reputed journals on or before 25<sup>th</sup> Jan 2019.

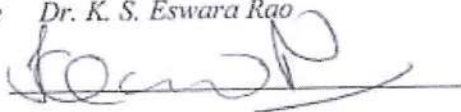


- 10 Resolved to conduct Skill development programmes on i) Certification programme on python for 2<sup>nd</sup> B.Tech. ii) Front end Technologies Nano degree programmes iii) Global certification by Udacity for 3<sup>rd</sup> B.Tech students and iv) Hackthon during summer vacation in association with AP State Skill Development corporation (APSSDC).
11. Resolved to conduct one week FDP on OBE in view of NBA to create awareness for all faculty members during 22<sup>nd</sup> to 27<sup>th</sup> April 2019.
12. Principal on the proposal of Department of CIVIL places before the academic committee for consideration and approval to conduct a six day workshop on AUTOCAD from 2<sup>nd</sup> and 3<sup>rd</sup> B.Tech. Students in association with APSSDC in summer during 22<sup>nd</sup> April to May 4<sup>th</sup> 2019.  
It has been approved
13. Resolved to conduct Skill Development Training Programmes on AUTOCAD, TS, Levels, CT lab and GTE lab works for IV B.Tech. civil students after Gate examinations.
14. i) Principal on the proposal of PRC places before the committee to exhibit the projects from each department in the stalls of Vibrant DIET, 2019 celebrations. It has been resolved  
ii) Resolved for submission of student projects selected from M.Tech. and B.Tech. to IEI and IETE by 25<sup>th</sup> Feb 2019.
15. i) Approved to purchase safe cash storage locker in examination cell  
ii) Committee instructed that system-3 to be connected to main UPS in
16. The IQAC coordinator on the proposal of TPO to conduct CRT classes with 90 hrs duration for 3<sup>rd</sup> B.Tech. Students from 18<sup>th</sup> Feb, 2019. The classes are tentatively assigned to FACE/OMEGA consultancies depending upon their feedback from our students and the commitment for campus specific training.  
It has been resolved
17. Resolved to conduct pool drive campus by Muthoot Finance Ltd for MBA students on 9<sup>th</sup> Feb, 2019.
18. Ratified the following actions taken by Principal regarding nomination of Mr. A. Kiran Kumar, Asst professor of MBA as N.S.S. Programme Officer instead of Mr. P.V.Murali and also nomination of Mr. N.Ram Kumar as Asst. Programme Officer w.e.f. 29<sup>th</sup> Jan 2019 with following proceedings
  - a) Maintain two units with 50 volunteers each instead of single unit.
  - b) Conduct two special camps at two villages
  - c) Conduct service activities and clean and green programme from 3p.m to 4 p.m on every Saturday.
19. Resolved that organizers of the events conducted in the institute are supposed to submit the event reports in two sets in which one copy to HOD and one copy to Principal Office within 3 days from completion of the event



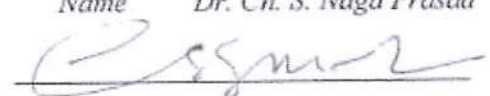
20. Resolved that Heads of all departments have to plan the execution of NBA works effectively by their respective faculty and to contribute additional hours from 4 P.M to 5 P.M.
21. On the proposal of Department of Civil to conduct industrial visit to Ultra-Tech cement company at Mindi on 8<sup>th</sup> March 2019 and on the proposal of Department of EEE to conduct industrial visit at steel plant or any other power stations. It has been resolved
22. Principal on the proposal of Department of M.B.A places before the IQAC committee to conducting guest lectures for II M.B.A Students. It has been resolved
23. On the proposal of Library Committee for conducting book talk on 15<sup>th</sup> and 16<sup>th</sup> March 2019 on account of birthday of Kalpana Chawla on 17<sup>th</sup> March 2019. It has been resolved
24. Principal on the proposal of PRC Committee places before the IQAC Committee for
- i) Conducting a seminar on "Innovation, IPR and Entrepreneur Development" with a speaker Dr.B.K Shahu R.M from NRDC, IPFC & TISC on 9<sup>th</sup> March 2019. It has been approved.
  - ii) Establishment of innovation and incubation centre in association with NRDC. Committee suggested that it may be obtain MOU with NRDC after thorough study of its terms and conditions. It has been approved
  - iii) & iv) Committee suggested to establish R& D Centre in our institute to undergone research activities. It will be decided by the Governing Body of the Institute
25. Reviewed on NBA works. NBA coordinator suggested that there should be have some modifications in Programme outcomes and also makes the plan for complete the works Criterion wise in monthly once. Committee has been resolved.

Name Dr. K. S. Eswara Rao



Signature of the Coordinator, IQAC

Name Dr. Ch. S. Naga Prasad



Signature of the Chairperson, IQAC



# Dadi Institute of Engineering and Technology

(Approved by A.I.C.T.E., New Delhi & Affiliated to JNTUK, Kakinada)

NAAC Accredited Institute

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NH-5, Anakapalle, Visakhapatnam-531002, Andhra Pradesh

## Internal Quality Assurance Cell (IQAC)

### Minutes of IQAC Meeting dated 03-01-2019

The Meeting of IQAC committee was held on 3<sup>rd</sup> Jan 2019 at 10:00AM at Conference Hall-1.  
The following members were present.

1	CHAIRMAN	1. PROF. Ch.S. NAGA PRASAD, PRINCIPAL
2	SENOIR ADMINISTRATIVE OFFICERS	2. PROF. K.RAMA RAO ,DEAN ADMN 3.MR. P.S.U.SHARMA, A.O
3	FACULTY MEMBERS	4. Dr.P.B.RAMKUMAR,HOD, DEPTOF MBA 5. Dr. K. HARIKRISHNA, HOD,DEPT OF CIVIL 6. Dr.L..PRASNNA KUMAR,HOD,DEPT OF CSE 7. Dr. CH.PRABHAKAR A RAO, HOD, DEPT OF H&BS 8. Mr.B.CH. SRINIVASA RAO, HOD,DEPT OF ECE 9. Sri K. VIJAYA KUMAR, HOD, DEPT OF EEE 10.MR. P.V.MURALI, NSS PROGRAMME OFFICER
4	MEMBER FROM THE MANAGEMENT	11. SRI DADI RATNAKAR, SECRETARY OF THE INSTITUTION
5	NOMINEE FROM LOCALSOCIETY/STUDENTS/ALUMNI	12. Dr. G.RAMA MURTHY 13. Mr. SIVANANDA, IV B.TCH(CIVIL)
6	NOMINEE FROM INDUSTRIALISTS/EMPLOYERS	14. Mr. SRINATH, M.D; GOPAL AUTOMOTIVES
7	COORDINATOR OF THE IQAC	15. Dr. K. S. ESWARA RAO, VICE PRINCIPAL

  
Chairperson IQAC



# DADI INSTITUTE OF ENGINEERING AND TECHNOLOGY

## INTERNAL QUALITY ASSURANCE CELL

### Minutes of meeting held on 5<sup>th</sup> April 2019

IQAC Coordinator read the resolutions of the previous IQAC meeting and discussed the compliances with events conducted and action taken report on minutes of the previous IQAC Meeting.

- Conducted a special camp at Koppaka Village under Janmabhoomi-Maa Vuru Programme from 2<sup>nd</sup> to 11<sup>th</sup> Jan 2019.
- Conducted Campus Recruitment Training (CRT) on "Web Technology" for IV B.Tech CSE students by COIGN consultancy from 26<sup>th</sup> Dec 2018 to 7<sup>th</sup> Jan 2019, it is benefitted to students according to feedback.
- Conducted a six day workshop on "Gamification with AR& VR Build box" from 18<sup>th</sup> to 24<sup>th</sup> Dec 2018
- Conducted Industrial Visit for the students of final B.Tech Civil engineering to Ultra – Tech Cement Pvt Ltd , Visakhapatnam on 8<sup>th</sup> Feb 2019
- Conducted pool drive campus by Muthoot Finance Ltd for MBA students on 9<sup>th</sup> Feb, 2019.
- Conducted twelfth Annual day celebrations named as "VIBRANT DIET" on 15<sup>th</sup> and 16<sup>th</sup> Feb 2019
- Conducted a six day workshop " Revit Structure " for IV B.Tecjh civil Students in association with APSSDC from 25<sup>th</sup> Feb to 2<sup>nd</sup> March 2019.
- Conducted a Guest Lecture on "Innovation, IPR and Entrepreneur Development awareness " by Dr. B.K Shahu, Regional Manager, NRDC
- Conducted a Guest Lecture on Skill Development by Sri A.Narayana Swamy, Senior Manager, Krishnapatnam Port pvt Ltd on 18<sup>th</sup> March 2019



## RESOLUTIONS

1. IQAC Committee resolved that involve student coordinators for assisting the activities at the time of events.
2. Resolved to establish Robotics lab in association with IIT Mumbai and also proposed to conduct two day workshop on E-Yantra by IIT Mumbai in the month of June, 2019.
3. On the proposal of PRC, it is resolved to establish innovation and incubation centre with two dedicated systems to store innovative student software and hardware projects, display of working models and it has to be registered as section-8 company. Committee suggested to all the type of innovative projects can be done in present incubation centre by modification as per our requirement.
4. IQAC resolved to conduct one week workshop on “**Outcome Based Education (OBE)**” in association with NIT, Warangal 27<sup>th</sup> May to 1<sup>st</sup> June, 2019.
5. Department of CSE proposed to purchase 20 monitors in computer labs due to 20 monitors are not working in various labs. Committee has been approved. It has been resolved.
6. On the proposal of department of ECE to procure the MWE lab equipment for the next semester with a budget of Rs. 63,138/- as per the requirement of R-16 regulations. The item has been resolved.
7. Conducted a six day FDP on **Outcome Based Education** from 27<sup>th</sup> may 2019 to 1<sup>st</sup> June 2109 successfully in association with NIT Warangal. The resource persons came from NIT, Warangal and IIIT, Karnool explained all the criterions regarding NBA. Committee instructed all the staff members for implementation of objectives of the outcome based education and innovative teaching methodology
8. Principal on the proposal of department of CSE places before the committee to Procure hardware components with a budget of Rs. 43,530/- in the palace of damaged items.
9. Principal on the proposal of core committee places before the IQAC committee that Training and placement cell is being a Department and TPO is acted as HOD of the department with immediate effect. It has been resolved.
10. On the proposal of NSS Committee for conducting driving License mela. Committee suggested to conduct driving License mela before expiry of Learning license.
11. Resolved to procure 41 monitors in MPMC lab with a budget of Rs. 1,72,000/- . It will be discussed in make the approval in academic committee.
12. Discussed on Plan of action for IV B.Tech projects. PRC coordinator revealed the schedule for the project reviews.

I review -25<sup>th</sup> July to 29<sup>th</sup> July 2019

II Review- 7<sup>th</sup> Aug to 10<sup>th</sup> Aug

III review- 24<sup>th</sup> Sept to 27<sup>th</sup> Sept --- by Principal

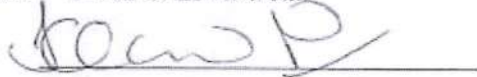
Binding - 5<sup>th</sup> October

Paper publication - 30<sup>th</sup> October 2019

The item has been resolved,

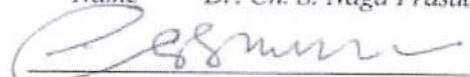
13. Discussed on e-Yantra workshop on Robotics by IIT Mumbai scheduled on 12<sup>th</sup> and 13<sup>th</sup> July 2019. Committee resolved
13. Principal on the proposal of department of EEE places before the IQAC committee to purchase the equipment in five labs as per R-16 regulations with the budget of Rs. 6,14,013/- It may be approved in ACM after thorough verification of lab equipment by A.O and other verification Committee members .
14. on the proposal of TPO to conduct Campus Recruitment Training (CRT) classes for all the branches of IV B.Tech students in I Semester by allocating two branches Civil and EEE to one company and other two branches CSE and ECE to another company. The item has been resolved.

Name Dr. K. S. Eswara Rao



Signature of the Coordinator, IQAC

Name Dr. Ch. S. Naga Prasad



Signature of the Chairperson, IQAC





# Dadi Institute of Engineering and Technology

(Approved by A.I.C.T.E., New Delhi & Affiliated to JNTUK, Kakinada)

NAAC Accredited Institute

An ISO 9001:2008, 14001:2004 & OHSAS 18001:2007 Certified Institute  
NH-5, Anakapalle, Visakhapatnam-531002, Andhra Pradesh

## Internal Quality Assurance Cell (IQAC)

### Minutes of IQAC Meeting dated 05-04-2019

The Meeting of IQAC committee was held on 5th April 2019 at 10:00AM at Conference Hall-1.  
The following members were present.

1	CHAIRMAN	1. PROF. Ch.S. NAGA PRASAD, PRINCIPAL	<i>Ch.S. Naga Prasad</i>
2	SENOIR ADMINISTRATIVE OFFICERS	2. PROF. K.RAMA RAO ,DEAN ADMN 3.MR. P.S.U.SHARMA, A.O	<i>K. Rama Rao</i> <i>P.S.U. Sharma</i>
3	FACULTY MEMBERS	4. Dr.P.B.RAMKUMAR,HOD, DEPTOF MBA 5. Mr. K. HARIKRISHNA, HOD,DEPT OF CIVIL 6. Dr.L..PRASNNA KUMAR,HOD,DEPT OF CSE 7. Dr. CH.PRABHAKAR A RAO, HOD, DEPT OF H&BS 8. Mr.B.CH. SRINIVASA RAO, HOD,DEPT OF ECE 9. Sri K. VIJAYA KUMAR, HOD, DEPT OF EEE 10. MR. P.V.MURALI, NSS PROGRAMME OFFICER	<i>P.B. Ram Kumar</i> <i>K. Hari Krishna</i> <i>L. Prasanna Kumar</i> <i>Ch. Prabhakar A Rao</i> <i>B. Ch. Srinivasa Rao</i> <i>Sri K. Vijaya Kumar</i> <i>P.V. Murali</i>
4	MEMBER FROM THE MANAGEMENT	11. SRI DADI RATNAKAR, SECRETARY OF THE INSTITUTION	<i>Sri Dadi Ratnakar</i>
5	NOMINEE FROM LOCALSOCIETY/STUDENTS/ALUMNI	12. Dr. G.RAMA MURTHY 13. Mr. SIVANANDA, IV B.TCH(CIVIL)	<i>G. Rama Murthy</i> <i>Sivananda</i>
6	NOMINEE FROM INDUSTRIALISTS/EMPLOYERS	14. Mr. SRINATH, M.D; GOPAL AUTOMOTIVES	<i>Srinath</i>
7	COORDINATOR OF THE IQAC	15. Dr. K. S. ESWARA RAO, VICE PRINCIPAL	<i>K.S. Eswara Rao</i>

*Ch.S. Naga Prasad*  
Chairperson IQAC

## **ACTION TAKEN REPORT 2018-19**

### **Action Taken Report on IQAC Meeting held on 10<sup>th</sup> July 2018**

- In view of the IQAC proposed quality initiatives, IQAC has been conducted the workshops for III and IV B.Tech students, FDPs, Guest Lectures etc., in association with all the departments.
- Encourage the III and IV year B.Tech Students towards registrations in NPTEL and APITA for new training courses.
- M.Tech projects should be research based and must be acceptable for presentation and publication in IEEE, Springer conferences and Scopus Indexed Journals.
- B.Tech and M.Tech Projects should be real time and innovative and must be capable of publication in renowned journals.
- Get minimum of 85 pass percentage in every subject taken by respective departmental staff members in every semester by conducting remedial classes
- Every faculty shall be processed through the activities of the professional bodies IEEE, ISTE, IEI CSI etc., for updation
- Conduct minimum two workshops in the academic year by each department.

### **Action Taken Report on IQAC Meeting held on 5<sup>th</sup> Oct 2018**

- Updation of newly introduced programmes i.e Semester Theory and Lab Readiness Programme (STLRP) and Semester Theory and Lab Completion Programme(STLCP) from this semester and resolved to submit the STLRP and STLCP formats by all the faculty before 29<sup>th</sup> Oct 2018 to the Principal Office
- All the students without backlogs should be attend the Gate coaching classes IV B.Tech students.
- NSS unit shall be conducted extension activities mainly in outside of the campus. Then studied the plan of action for conduction of activities in the adopted villages and services at the nearest places.
- Conducting on campus drive by Pratian Technologies on 15<sup>th</sup> Dec 2018 for eligible B.Tech –CSE,ECE,EEE students for placement activity.
- National Research Development Corporation (NRDC) inks Memorandum of Agreement (MOA) with DIET for providing “IP & Technology Communication Services”. Do encourage the patents and projects by linkages.



### **Action Taken Report on IQAC Meeting held on 3<sup>rd</sup> Jan 2019**

- Conduction of Campus Recruitment Training Programmes for III B.Tech Students from 3-II semester in the month of Jan 2019
- In view of result analyses branch wise and faculty wise, take measures to improve the results of the students by taking plan of action on faculty who are having less percentage to improve their subjects and also conduct remedial classes to the back log students. And concentrate to teach on the main units like 3<sup>rd</sup> or 4<sup>th</sup> in DIP, RS and DACD subjects and so on like that.
- To apply DST and other eligible project proposals by faculty before 31<sup>st</sup> Jan 2019.
- Instructed the staff that papers should be published in International reputed journals on or before 25<sup>th</sup> Jan 2019.
- Conduction of Skill development programmes on i) Certification programme on python for 2<sup>nd</sup> B.Tech. ii) Front end Technologies Nano degree programmes iii) Global certification by Udacity for 3<sup>rd</sup> B.Tech students and iv) Hackthon during summer vacation in association with AP State Skill Development corporation (APSSDC) in this academic year 2018-19
- Conduct of CRT classes with 90 hrs duration for 3<sup>rd</sup> B.Tech. Students from 18th Feb, 2019. The classes are assigned to FACE/OMEGA consultancies depending upon their feedback from our students and the commitment for campus specific training.
- Every event conducted in the department is supposed to submit the report to both IQAC and Principal office.
- To expedite the matters regarding establishment of Innovation and incubation centre and research centre.

### **Action Taken Report of IQAC Meeting held on 5<sup>th</sup> April 2019**

- Involved the students in all the events relevant to student centric programmes in all the departments
- Established innovation and incubation centre with two dedicated systems to store innovative student software and hardware projects, display of working models and it has to be registered as section-8 Company.
- The conduction of one week workshop/FDP on “**Outcome Based Education (OBE)**” in association with NIT, Warangal is under process.

- Conducted Driving License Mela in the institute by NSS unit
- The Schedules were prepared for conducting project reviews to the IV B. Tech students.
- Planned to conduct E.Yantra workshop on Robotics by IIT Mumbai
- Requested to allot the budget to procure the equipment in all the departments as per requirement with lowest quotations
- The agreement process has been completed with COIGN and FACE consultancies for conducting the Campus Recruitment Training (CRT) Classes which are useful to the IV year B. Tech Students



  
**PRINCIPAL**  
**Dadi Institute of**  
**Engineering & Technology**  
ANAKAPALLE - 531 002  
**Chairperson IQAC**



**Diet**

## **DADI INSTITUTE OF ENGINEERING & TECHNOLOGY**

**(Approved by A.I.C.T.E., New Delhi & Affiliated to JNTUK, Kakinada)**

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## **INTERNAL QUALITY ASSURANCE CELL**

### **MINUTES OF MEETINGS**

**2019-20**

## DADI INSTITUTE OF ENGINEERING AND TECHNOLOGY

The following IQAC Committee met on 10<sup>th</sup> July 2019 (Wed) at 10 a.m at Conference Hall-1 regarding IQAC functioning and procedure during the academic year 2019-2020

1	Chairman of the IQAC	Prof. Dr Ch. S. Naga Prasad, Principal
2	Senior Administrative Officers	Prof. K.Rama Rao ,Dean Administration Mr. P.Srinivas, Administrative Officer
3	Faculty Members	Dr. P.B. Ram Kumar,HOD, Dept Of MBA Dr. K. Kannam Naidu, HOD,Dept Of CIVIL Dr. L . Prasanna Kumar,HOD,Dept of CSE Dr. Ch.Prabhakara Rao, HOD, Dept Of H&BS Mr. B. Raja Rao, HOD,Dept of ECE Mr B.T. Rama Krishna Rao, HOD, Dept Of EEE Mr. A Kiran Kumar, NSS Programme Officer
4	Member From The Management	Sri Dadi Ratnakar, Chairman of the Institution
5	Nominee From Local society/ Students/Alumni	Dr. G.Rama Murthy MS. M.Bhavana, IV B.Tech(ECE) Mr. B. Nikhil Kumar, MBA, Research Analyst, Google Gurgaon Ms. K. Nirmala, B.Tech, ECE, TCS,Chennai
6	Nominee From Industrialists/ Employers	Mr. Ch.Srinadh, M.D, Sri Gopal Automotives Ltd, Vizag
7	Coordinator of the IQAC	Dr. K. S. Eswara Rao, Vice Principal

**The minutes of the IQAC committee Meeting is herewith enclosed**

**IQAC Coordinator read out the Compliances of the resolutions taken in the previous IQAC meeting**

1. **EAMCET** mock tests for intermediate students are conducting in our institution on 8<sup>th</sup>,9<sup>th</sup>, 10<sup>th</sup> April, 2019.
2. Conducted Industrial visit for Final year B,Tech Civil students to Ultra- Tech Cement Company at Mindhi on 8<sup>th</sup> March 2019.
3. Library Committee has been conducted “ Book Talk” on 15<sup>th</sup> and 16<sup>th</sup> March 2019.
4. Conducted a seminar on “Innovation, IPR and Entrepreneurship Development” with a speaker Dr. B.K.Shahu, R.M, from NRDC on 9<sup>th</sup> March 2019.
5. In ratification process conducted by JNTUK, 39 faculty members are ratified out of 51 from Mechanical, Civil, EEE,ECE and CSE branches.
6. Farewell functions of all departments have been conducted for all the departments from 25<sup>th</sup> march to 28<sup>th</sup> March,2019.



7. Prof. Sarangi, Institute NBA advisory Member addressed the faculty and also ensured MOU between DIET and Aasaan Educare Foundation on 14<sup>th</sup> May 2019 regarding NBA accreditation
8. Students from B.Tech all branches have registered internships with INFYTQ, INTERNSHAL, LEAP PORTAL and TCS CODE VITA up to 6<sup>th</sup> June 2109
9. INFYTQ- 228, INTERNSHALA- 589, leap portal- 885 and TCS CODEVITS- 139
10. TCS and INFYTQ programmes to be treated as priority and immediate action required for registration and slot booking.
11. Gangavaram port HR team conducted interviews (written test) to IV year B.Tech EEE students on 20<sup>th</sup> May 2019 in our campus. 13 candidates out of 33 eligible students got selected in the written examination.
12. Conducted a six day Faculty Development Programme on **Outcome Based Education** successfully. It was inaugurated by Prof. G.Nageswara Rao, Vice Chancellor, Andhra University on 27<sup>th</sup> May 2019. The resource persons came from IIT, Kharagapur, NIT Warangal, and Director, IIIT, Kurnool.
13. A ten days summer training programme on **Programming Contest & Challenge (Coding Training)** has conducted from 27<sup>th</sup> May 2019 for IV B.Tech CSE and ECE students in association with APSSDC.
14. Renewed DELNET online resources with cost of Rs. 13,750/-
15. Conducted IIT JEE Advanced Test in our centre with 200 candidates successfully on 27<sup>th</sup> May 2019 in F.N and A.N.
16. Conducted awareness programme on World No Tobacco day on May 31<sup>st</sup> 2019 by NSS Unit
17. Interaction sessions were conducted with faculty by Prof. P.Srihari, NIT Surathkal and Prof. T. Kirubarajan Research Chair in information fusion, Canada on June 5<sup>th</sup>, 2019.

## AGENDA

1. Department of CSE proposed for Vastech AMC renewal for the year 2019-20 with an amount of Rs. 2,32,460/-
2. Department of ECE proposed for MWE lab requirement for the next semester with a budget of Rs. 70,000/- as per requirement of R-16 regulations
3. Review on feedback of a six day FDP on Outcome Based Education
4. ICC proposed to purchase Saturday dresses for women faculty and request the management for sanction of budget amount Rs.10,000/-.  
The same may be deducting from the wages of the women faculty of the following month.
5. Department of CSE proposed to procure hardware components with a budget of Rs. 43,530/- in place of damaged components.
6. Core committee proposes that Training and Placement Cell is being treated as a Department. TPO is to be acted as HOD of the Department of Training and Placement.
7. Review on NBA progress and next plan of action for pre qualifier
8. Review on readiness of Permanent affiliation and for FFC visit.
9. NSS Committee proposes to conduct Driving test mela after 15<sup>th</sup> June 2019
10. NSS Committee proposes to depute one faculty from each department as NSS Coordinators.
11. Department of ECE proposed to procure 41 monitors in MPMC lab with a budget of Rs. 1.72,000/-
12. DIET Literary and cultural club (DLCC) is planning to conduct singing competition and music concert by SAC team on the eve of World Music day on 21<sup>st</sup> June, 2019
13. DLCC proposed the year wise listed activities for the academic year 2019-20 for approval
14. Project Review Committee (PRC) proposed i) Plan of action for 2020 batch B.Tech projects ii) to conduct e-Yantra workshop on Robotics by collaboration with IIT Mumbai
15. Department of EEE proposed to purchase the equipment in five labs as per R-16 regulations.
16. TPO is proposing to conduct Campus Recruitment Training (CRT) classes for all branches of IV B.Tech students in I semester.
17. Library Committee proposed to procure R-16 IV year I Semester books with 60 titles and 219 volumes as per the recommendations of the faculty members and department library coordinators. As per quotations, the total budget amount is Rs. 1,11,768/-
18. Library Committee proposes for binding 100 text books with cost of Rs.60 per each book. The total amount is Rs,6,000/-
19. The examination Committee proposed the preparation of question banks. All the concerned faculty should prepare and submit the question banks for II,III,IV B.Tech –I Semester to examination cell on or before 15-06-2019 through mail.



20. Department of Computer science proposed to conduct workshops on **"Programming Content & Challenges (Coding Training)"** for 2<sup>nd</sup> B.Tech students from 19-08-2019 to 24-08-2019 and **"Associate Cloud Architect"** for 3<sup>rd</sup> B.Tech Students from 02-09-2019 to 07-09-2019 in association with APSSDC
21. Department of CSE proposed to send bulk D.D of 240 student registrations for three year CSI student branch membership, because of the registrations are closed on 03-08-2019.
22. Department of ECE proposed to conduct industrial visit to Doppler weather Radar Station at Visakhapatnam scheduled on last week of the August 2019.
23. Department of EEE proposed to allot Counseling hour to each class so that mentoring work can be done effectively.
24. Department of CIVIL proposed to conduct a workshop On **" Revit Architecture"** for III B.Tech students in association with APSSDC from 26-08-2019 to 31-08-2019
25. Department of BS&H proposed to form a Environmental Sustainability cell (ESC) in order to preparation for the green Swatchtha rank as per the AICTE clean campus awards. Mrs.M.Lalitha will act as Coordinator along with three members.
26. Department of BS&H proposed to conduct orientation programme for the fresher's day. Mr. P.V. Murali, Faculty of English has provided the profiles of the Motivational Speakers.
27. Review on Graduation day celebrations scheduled on 3<sup>rd</sup> August, 2019.
28. DIET NSS Unit proposes to conduct activities on **"Water Conservation"** as a theme for the month of August, 2019
29. DIET Staff Club is planning to conduct 15<sup>th</sup> Aug, 2019 event after Independence day celebrations in college premises and proposed a budget for approval.
30. Project Review Committee (PRC) proposed to conduct bi-monthly contest on Idea presentation and select best ideas to forward them for patents
31. PRC proposed to conduct second review scheduled from 26<sup>th</sup> to 29<sup>th</sup> Aug, 2019. In respect of projects guides need to publish Scopus Indexed paper on project work and proof of submission should be presented by 1<sup>st</sup> Oct 2019.
32. Admission Committee proposed a plan of action with a special time table for I B.Tech students has to be designed to increase the number of allotments for Phase-2 EAMCET. And also ensure the coming one week must be taken seriously giving highest priority to admissions and same intensity must be maintained by each and every staff across the campus.
33. Department of EEE proposed to conduct a six day workshop on **"IOT- its applications"** in association with APSSDC for III B.Tech EEE students in the third week of Sept, 2019.
34. Department of EEE proposed to conduct GATE classes for III B.Tech EEE students.
35. Department of CIVIL proposed to conduct **"Engineer's Day Celebrations"** on 13<sup>th</sup> Sep, 2019 with the budget of Rs. 75,150/-



36. Department of H & BS proposed to procure the lab requirements for Physics with a budget of Rs. 93,934/- and for Chemistry with a budget of Rs. 30,690/- as per new syllabus in R19 Regulations.
37. Department of ECE proposed to conduct a six day workshop on "**PCB Design (software)**" for II B.Tech ECE from 16-09-19 to 18-09-19 and for III Diploma ECE from 19-09-19 to 21-09-19 in association with APSSDC.
38. Department of CSE proposed to conduct "**Teacher's day Celebrations**" on 5<sup>th</sup> Sept, 2019 with a budget of Rs. 44,000/-.
39. Department of CSE proposed to conduct a six day workshop on "**Programming Content & Challenges (Coding Training)**" to II B.Tech CSE students from 16-09-2019 to 21-09-2019 in association with APSSDC.
40. Department of CSE proposed to celebrate "**Dennis Ritchie's birthday**" as Department Day of CSE on 9<sup>th</sup> Sept 2019.
41. Department of MBA proposed to conduct "**Orientation Programme**" for I MBA students scheduled on 4<sup>th</sup> Sept 2019.
42. Staff Club proposed to conduct staff event on 14<sup>th</sup> Sept, 2019 (II Saturday) in our college premises.
43. Project Review Committee (PRC) proposed to conduct Final B.Tech project third reviews from 30-09-2019 to 04-10-2019
44. Library Committee proposed to procure the text books and reference books for R19 B.Tech I year I Semester with 43 titles and 185 volumes.
45. Library Committee proposed to procure AOC 18.5" LED Monitor with a budget of Rs. 4,000/-, Zebronics mother board with a budget of Rs. 2100/- and 320 GB Hard Disc with a budget of Rs. 900/- in e- Library.
46. Review on Admissions process for the academic year 2019-20

### RESOLUTIONS

1. Resolved to conduct a two day workshop on "**e-yantra**" on 12<sup>th</sup> and 13<sup>th</sup> July 2019 in association with IIT Mumbai.
2. Reviewed on FFC visit for permanent affiliation. As per the suggestions by the FFC members regarding further improvement of the institute, Committee has instructed all the staff members to fulfill the requirements department wise towards latest and upgrade approach.
3. Reviewed on NBA process. Dr. B.T. Ramakrishna Rao, Institute NBA Coordinator revealed the report given by Prof. Mahadevan, Adviser and emphasize the criterion wise preparation and documentation of 74 files for each department. All the HODs and criterion coordinators are instructed to implement the works as soon.
4. IQAC Committee resolved to conduct student club activities weekly once for 2<sup>nd</sup> and 3<sup>rd</sup> year B.Tech students to improve the basic skills in civil constructions by allocation of 3 hrs in the afternoon session per week. Head of the Department of CIVIL is instructed to prepare the revised Time Table including club activities.
5. Resolved to conduct Graduation Day Celebrations for 2015-19 batch on 3<sup>rd</sup> Aug, 2019 and approved its budget of Rs. 87,000/-

6. Reviewed the Training and Placement activities.
  - i) CRT classes are going on as per the schedule. Reassessment test is being conducted for some students. The classes will be concluded by 3<sup>rd</sup> Aug 2019.
  - ii) Regarding registrations in TCS, INFYTQ etc, Committee suggested that Placement coordinators along with TPO should motivate the students for more number of registrations.
7. Committee resolved to procure the lab equipment and department requirements with the budget of Rs.6,67,700/-
8. IQAC resolved to procure the lab equipment and department requirements with the budget of Rs. 6,83,900/-.
9. Committee resolved to procure the lab equipment and department requirements with the budget of Rs. 5,66,050/-.
10. IQAC Committee resolved to procure the lab equipment and department requirements with the budget of Rs. 1,91,980/-.
11. IQAC Committee resolved to procure department requirements with the budget of Rs. 30,800/-.
12. IQAC resolved to procure department requirements with the budget of Rs. 1,10,000/- . It has been approved.
13. Reviewed on Library Audit. Librarian Mr.U. Mahesh revealed that it will be completed within three days.
14. On the basis of budget proposal of Department of Training and Placement, Committee approved the budget of Rs. 1,33,500/-
15. On the basis of budget proposal of Library , Committee resolved to purchase the books with the budget of Rs. 2,95,000/-
16. The registered students and Faculty in professional bodies are only considered as members in Entrepreneurship Development Cell (EDC). They can only allow in to EDC Room. Management has sponsored 40% fee towards registration for professional bodies to faculty
17. Discussed on six day workshops entitled “ Programming Content & Challenges (Coding Training)” for 2<sup>nd</sup> year B.Tech students being conducted from 19-08-2019 to 24-08- 2019 and “ Associate Cloud Architect” for 3<sup>rd</sup> B.Tech students being conducted by Department of CSE from 02-09-2019 to 07-09-2019 in association with APSSDC.
18. Resolved for three year CSI student branch membership with the budget Rs. 1,22,000/- to send a D.D of 240 student registrations on the proposal of Department of CSE.
19. Committee approved to conduct industrial visit to Doppler weather Radar station at Visakhapatnam for final year B.Tech ECE students in the last week of August 2019.
20. Discussed on allotment of counseling hour to each class for effective mentoring work proposed by Department of EEE. Committee suggested to allot one counseling hour per week for first year and final year B.Tech EEE students from this semester as a pilot project. If it is success, then implement to all departments.
21. Approved to conduct a six day workshop on “Revit Architecture” for III B.Tech students from 26-08-2019 to 31-08-2019 in association with APSSDC.



22. Discussed on proposal of BS&H to form an Environmental Sustainability Cell in order to preparation of green swatchtha rank as per the AICTE clean campus awards. Committee suggested that use NSS Committee members for look after the work.
23. Reviewed on Graduation day celebrations scheduled on 3<sup>rd</sup> Aug 2019. Dr. O.R.Nandagopan, Outstanding Scientist & Director, NSTL, Visakhapatnam as Chief Guest and Prof. S.Surya Prakash, Vice Chancellor, DSN Law College, Visakhapatnam as Guest of honour will grace the occasion.
24. Committee approved to conduct the events on "Water Conservation" as a theme for the month of August 2019.
25. Committee reviewed the Training and Placement activities. Our TPO Mr. Phani Kumar has revealed the plan of action for the department of Training and Placement.
- A) Conduct on-campus placement drive for 2018, 2019 passed out students by Tech Mahendra scheduled on 9<sup>th</sup> Aug, 2019.
  - B). Plan to visit companies in Vizag District on 5<sup>th</sup>, 6<sup>th</sup>, 7<sup>th</sup> and 9<sup>th</sup> Aug 2019.
  - C). Plan to visit the companies in other Districts in the month of September.
  - D) Renewed the Institute membership for APITA.
26. Committee resolved to conduct reviews on R&D collectively with all the Doctorates in the institute focusing on innovative projects, consultancy and patents.
27. Committee resolved that every staff member must publish a Scopus Indexed paper/ Conference proceedings/ Springer. Proof of submission should be presented by 31<sup>st</sup> Nov 2019. And also resolved that every project guide need to publish in UGC renowned journals with impact factor more than 6.
28. On the proposal of Admission committee regarding a plan of action with a special time table designed for I B.Tech students to increase number of allotments for Phase-II EAMCET by conducting different aspects available in our campus like technical, communication (Cambridge), NSS activities, DLCC (Literary and Cultural), EDC (Professional Bodies), SAC (Music and Dance), Sports and Games activities etc up to one month from the commencement of I B.Tech Classes (9-8-2019). Committee approved such that all the events must be conducted in afternoon session only succeeding the regular classes in morning session.



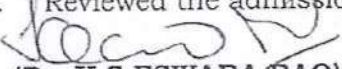
29. Committee resolved that
- i) All HODs should give presentations about examination pattern, placements along with academic for freshers.
  - ii) Examination section is instructed to explain examination details in Parent-Teacher meet.
  - iii) Prepare the Time-Table according to conduct CRT classes in III year II semester.
  - iv) Parents meet shall be conducted soon after completion of I Semester (Probably in the month of November ., I Saturday- II year , II Saturday- III Year, III Saturday- IV year and IV Saturday- I year).
  - v) Delegate the powers to HODs to sanction the leaves including additional one day leave and three leaves per day and 2 hrs permissions of staff members
  - vi) Motivate the final year students to apply GATE and CAT examinations
  - vii) To circulate the campus best teacher award( 100 gram silver medal prize)
  - viii) Finalize the guests for the Engineers' day, Teachers' day and Gandhiji 150<sup>th</sup> birthday celebrations
  - ix) In campus tour, every staff member must follow the hospitality to parents

30. Committee approved the proposal of Department of EEE to conduct a six day workshop on " IOT-its applications in association with APSSDC for III B.Tech EEE students in the 4<sup>th</sup> week of Sept,2019.

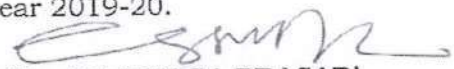
31. Discussed on GATE classes for III B.Tech EEE students. Committee approved to conduct GATE classes without disturbing regular class work.

32. Committee approved the proposal of Department of CIVIL to conduct Engineer's day celebrations on 13<sup>th</sup> Sept 2019 with the budget of Rs. 75,150/-. Sri Attada Babujee, Superintendent of Police (SP) Visakhapatnam(Rural) will grace the occasion as chief guest.

33. To procure lab equipment for physics and chemistry with the budgets of Rs. 93,934 and Rs. 30,690/- respectively as per new syllabus in R-19 Regulations, Committee approved to purchase the equipment.
34. Committee approved the proposal of Department of ECE to conduct a six day workshop on "PCB Design (software)" for II B.Tech ECE students from 16-09-2019 to 18-09-2019 and for III Diploma ECE from 19-09-2019 to 21-09-2019.
35. Committee approved to conduct Teachers day celebrations on 5<sup>th</sup> Sept, 2019 with a budget of Rs.43,200/-. Sri Killada Satyanarayana, Inspector General of Police( IGP) and Ms. E.P.S Bhagya Lakshmi, District NSS Coordinator will grace the occasion as chief Guest and Guest of Honour
36. Committee approved to conduct a six day workshop on " Programming Content& Challenges (Coding Training) to II B.Tech CSE students form 16-09-2019 to 21-09-2019.
37. On the proposal of Department of CSE to celebrate "Dennis Ritchie's Birthday" as Department day of CSE on 9<sup>th</sup> Sept 2019, Committee approved to conduct the programme in Seminar Hall-2
38. Committee approved to conduct Orientation programme for I MBA students on 4<sup>th</sup> Sept, 2019.
39. Discussed on Project Reviews. Committee suggested to conduct project reviews by department staff with HOD as chair and overall inspection should be done by PRC Convener and Principal.
40. Committee approved to purchase the text and reference books with 43 titles and 185 volumes for I B.Tech I Sem as per R-19 Syllabus with a budget of Rs. 46,160/-
41. Committee approved to purchase AOC 18.5" LED monitor with a budget of Rs. 4,000/-, Zebronics mother board and 1 TB hard disc with a budget of Rs. 4,600/- in e-Library.
42. On the proposal of NSS Unit, Committee approved to conduct Swatch Bharath in our campus in the first week of September, 2019.
43. Committee approved to conduct I B.Tech Fresher's day function on 7<sup>th</sup> or 14<sup>th</sup> Sept, 2019 as per the convenience of the students..
44. Committee congratulated to Mr. K.Krishna Nag, Asst.Professor of EEE as he nominated as a 7 Districts IEEE Student Activity chair.
45. IEEE extreme 24 hrs test to all branches is scheduled on 19<sup>th</sup> Oct 2019. Mr. Krishna Nag announced that "awareness programme and publicize" will be conducting on the test event scheduled on 13<sup>th</sup> Sept 2019.
46. Reviewed the admissions for the academic year 2019-20.

  
(Dr. K.S.ESWARA RAO)  
IQAC COORDINATOR



  
(Dr. CH.S NAGA PRASAD)  
CHAIRMAN, IQAC

Principal,  
Dadi Institute of  
Engineering & Technology,  
ANAKAPALLE - 531 002





# DADI INSTITUTE OF ENGINEERING AND TECHNOLOGY

(Approved by A.I.C.T.E., New Delhi & Affiliated to JNTUK, Kakinada)

NAAC Accredited Institute and Inclusion under Section 2(f) of UGC Act

An ISO 9001:2008; ISO 14001:2004 & OHSAS 18001:2007 Certified Institution

NH-16, Anakapalle – 531002, Visakhapatnam, A.P.

Mobile: +91 9963981111, Website: [www.diet.edu.in](http://www.diet.edu.in), E-mail: [info@diet.edu.in](mailto:info@diet.edu.in)

Date: 10-07-2019

## Internal Quality Assurance Cell (IQAC)

### IQAC Meeting dated 10-07-2019

The Meeting of IQAC committee was held on 10th July 2019 (Wednesday) at 10:00 AM at Conference Hall-1. The following members were present.

S.No	Name and Designation of the Member	Position in IQAC	Signature
1	Prof. Ch. S. Naga Prasad, Principal	IQAC Chairman	
2	Prof. K.Rama Rao ,Dean Administration	Senior Administrative Officers	
3	Mr. P.Srinivas, Administrative Officer	Senior Administrative Officers	
4	Dr. P.B. Ram Kumar,HOD, Dept Of MBA	Faculty Members	
5	Dr. K. Kannam Naidu, HOD,Dept Of CIVIL	Faculty Members	
6	Dr. L . Prasanna Kumar,HOD,Dept Of CSE	Faculty Members	
7	Dr. CH.Prabhakara Rao, HOD, Dept Of H&BS	Faculty Members	
8	Mr. B. Raja Rao, HOD, DEPT OF ECE	Faculty Members	
9	Sri BT Rama Krishna Rao, HOD, Dept Of EEE	Faculty Members	
10	Mr. A Kiran Kumar, NSS Programme Officer	Faculty Members	
11	Sri Dadi Ratnakar, Chairman Of the Institution	Member from Management	
12	Dr. G.Rama Murthy	Nominee From Local Society	
13	MS. M.Bhavana, IV B.Tech(ECE)	Nominee From Students	
14	Mr. B. Nikhil Kumar, MBA, Research Analyst, Google Gurgaon	Nominee From Alumni	
15	Ms. K. Nirmala, B.Tech, ECE, TCS,Chennai	Nominee From Alumni	
16	Mr. Ch.Srinadh, M.D; Sri Gopal Automotives Ltd, Vizag	Nominee From Industrialists/ Employers	
17	Dr. K. S. Eswara Rao, Vice Principal	Co-ordinator of the IQAC	

**IQAC Chairman**

## DADI INSTITUTE OF ENGINEERING AND TECHNOLOGY

The following IQAC Committee met on 10<sup>th</sup> October, 2019 (Thursday) at 2 PM at Conference Hall-1 regarding IQAC functioning and procedure during the academic year 2019-2020

1	Chairman of the IQAC	Prof. Dr Ch. S. Naga Prasad, Principal
2	Senior Administrative Officers	Prof. K.Rama Rao ,Dean Administration Mr. P.Srinivas, Administrative Officer
3	Faculty Members	Dr. P.B. Ram Kumar,HOD, Dept Of MBA Dr. K. Kannam Naidu, HOD,Dept Of CIVIL Dr. L . Prasanna Kumar,HOD,Dept of CSE Dr. Ch.Prabhakara Rao, HOD, Dept Of H&BS Mr. B. Raja Rao, HOD,Dept of ECE Mr B.T. Rama Krishna Rao, HOD, Dept Of EEE Mr. A Kiran Kumar, NSS Programme Officer
4	Member From The Management	Sri Dadi Ratnakar, Chairman of the Institution
5	Nominee From Local society/ Students/Alumni	Dr. G.Rama Murthy MS. M.Bhavana, IV B.Tech(ECE) Mr. B. Nikhil Kumar, MBA, Research Analyst, Google Gurgaon Ms. K. Nirmala, B.Tech, ECE, TCS,Chennai
6	Nominee From Industrialists/ Employers	Mr. Ch.Srinadh, M.D, Sri Gopal Automotives Ltd, Vizag
7	Coordinator of the IQAC	Dr. K. S. Eswara Rao, Vice Principal

**The minutes of the IQAC committee Meeting is herewith enclosed**

**IQAC Coordinator read out the Compliances of the resolutions taken in the previous IQAC meeting**

1. Conducted a six day Faculty Development Programme on “**Outcome Based Education**” from 27<sup>th</sup> May 2019 to 1<sup>st</sup> June 2019 successfully in association with NIT, Warangal.
2. In the 1<sup>st</sup> and 2<sup>nd</sup> Phase counseling of POLYCET, 169 students were admitted out of 197 allotments.
3. Training and Placement Cell is now converted into Department of Training and Placement. Mr Y. Phani Kumar is appointed as Head of the Department.
4. Fact Finding Committee (FFC) has visited to inspect our institute for granting the permanent affiliation on 17-06-2019 successfully
5. Conducted 5<sup>th</sup> International Yoga Day on 21<sup>st</sup> June 2019
6. Conducted World’s Music day celebrations on 21<sup>st</sup> June 2019 by Department of MBA



7. As a practice, Campus Recruitment Training Classes are continued for IV B.Tech students in I semester during this academic year 2019-20 also (from 20<sup>th</sup> June to 3<sup>rd</sup> Aug 2019). Memorandum of Agreement (MOA) has been established with COIGN Consultants PVT LTD and TRAINING AND PLACEMENT HUB by allocating three branches CIVIL, ECE and EEE to T&P Hub and CSE branch two sections to COIGN Consultants.
8. Conducted a two day workshop on “e-Yantra” successfully on 12<sup>th</sup> and 13<sup>th</sup> July 2019 in association with IIT Mumbai. The resource persons from IIT Mumbai presented two robot models to DIET and DIETPolytechnic
9. Management invested Rs. 76, 80, 392/- towards college expenditure in July month.
10. Library audit has been completed.
11. Entrepreneurship Development Cell (EDC) has been reconstituted. The registered members of the professional bodies can only allowed to the EDC.
12. Conducted Orientation Programme for I M.B.A students on 4<sup>th</sup> Sept 2019
13. Conducted Teacher’s day celebrations on 5<sup>th</sup> Sept 2019 successfully. Sri K.Satyanarayana, IPS, Inspector General of Police, PTO, Amaravathi and Ms. E.P.S Bhagya Lakshmi, District NSS Programme officer, Visakhapatnam graced the occasion as chief guest and guest of honour.
14. Conducted “Swatch Bharat programme” in our campus in the first week of September 2019 by our NSS unit.
15. Department of CSE celebrated “Dennis Ritchie’s Birthday” as Department day of CSE on 9<sup>th</sup> Sept 2019 successfully. Dr Debnath Bhattacharya, Professor, Dept of CSE, Vignan’s Institute of Information Technology graced the occasion as Chief guest. And also conducted Guest lecture on “Present research trends in Computer Science and Emerging Technologies of the world” to faculty and IV B.Tech Students by Dr Debnath Bhattacharya.
16. Conducted I B.Tech Fresher’s day function on 9<sup>th</sup> Sept 2019 successfully.
17. A six day workshop on “ IOT-its applications” in association with APSSDC for III B.Tech EEE students in the 4<sup>th</sup> week of Sept, 2019 approved by academic committee is postponed to next semester due to non availability of slots by APSSDC.
18. GATE coaching classes for III B.Tech students for all the branches is going on without disturbing the regular classes.
19. Conducted Engineer’s day celebrations on 13<sup>th</sup> Sept 2019 successfully. Sri K.V.V. Raju, Chairman, CII, Visakhapatnam zone and
20. Smt K.L Madhavi, Location Leader, Tech Mahendra, Visakhapatnam graced the occasion as chief guest and guest of honour.
21. Procured lab equipment for physics and chemistry with the budgets of Rs. 93,934 and Rs. 30,690/- respectively as per new syllabus in R-19 Regulations.
22. Conducted a six day workshop on “PCB Design (software)” for II B.Tech ECE students by Department of ECE from 16-09-2019 to 18-09- 2019 and for III Diploma ECE from 19-09-2019 to 21-09-2019.

23. A six day workshop on " Programming Content & Challenges (Coding Training) to II B.Tech CSE students from 16-09-2019 to 21-09- 2019 approved by academic committee is postponed to next semester due to non availability of slots by APSSDC.
24. Purchased the text and reference books with 34 titles and 142 volumes for I B.Tech I Sem as per R-19 Syllabus.
25. Renewed of J-Gate on line journals for this year also in e-library.
26. Purchased and installed AOC 18.5" LED monitor with a budget of Rs. 4,000/-, Zebronics mother board and 1 TB hard disc with a budget of Rs. 4,600/- in e-Library.
27. Consultancy works by the department of Civil has been recorded. They acquired Rs. 29,900/- till now in this year 2019 towards Soil test, Cube test etc. Committee suggested to publicize the consultancy works.
28. Started to involve the students at large in the organization of any events.
29. Improvised student centric teaching methodologies to achieve 100% favorable feedback from the students in all aspects.
30. Conducted 150<sup>th</sup> birth anniversary of Sri Mahatma Gandhi on 30<sup>th</sup> September, 2019 successfully. Dr. E.A.S Sarma, I.A.S, Former Secretary to GOI attended as chief guest.
31. Organized mega blood donation day on 1<sup>st</sup> October, 2019 under the supervision of NSS and in collaboration with IEEE student branch on the occasion of national voluntary blood donation day.
32. Procured and installed two sets of batteries 32nos for UPS in labs 3&4 and labs 7&8 with a cost of Rs. 71,616/-
33. Installed anti-virus in 40nos. of computers in the institute with a cost of Rs. 18,030/-
34. GATE coaching classes for III B.Tech students were started. The total students enrolled from IV B.Tech are 174 for GATE 2020 exam. The GATE classes for IV B.Tech will be started in the next semester.
35. Till now, 764 students from different branches have registered as memberships in various professional bodies like IEEE, ISTE, IIE, IETE and CSI.



## AGENDA

1. Department of CSE proposed to purchase two sets of batteries- 32 nos. for UPS in Lab 3&4 and Lab 7&8 with a cost of Rs. 71, 616/-
2. Department of CSE proposed to purchase anti-virus for 40 nos. with a cost of Rs. 18,030/-
3. Status of GATE 2020 for final B.Tech students
4. Status of Professional Bodies memberships in respective departments
5. Review on syllabus coverage for odd semester and remedial measures taken to improve the result of backlog students
6. Review on results analysis of previous even semester
7. Status of the submission of Departmental and Institutional event reports to Web, magazine and IQAC coordinators
8. Project Review Committee (PRC) has proposed
  - i) To submit the ideas from all the faculty for patents by 30-11-2019
  - ii) To submit paper by all faculty to publish in Scopus indexed journals and proof should be submitted by 30-11-2019
  - iii) To publish paper in UGC recognized journals on project work by all the project guides and the hard copy of the published paper should be submitted by 15-10-2019
9. Examination Committee proposed to procure power back up for the lights in exam cell confidential section
10. DIET Literary and Cultural Club (DLCC) is proposing to conduct Diwali Celebrations in our campus on 26<sup>th</sup> Oct, 2019
11. Games and Sports Committee proposed to conduct JNTUK inter University selections for valley ball/Kabaddi/Kho-Kho in our college campus with a budget of Rs. 15,000/-
12. Admission Committee proposed a strategy for the upcoming admissions and the same will be started for implementation from November 2019
13. NBA Committee proposed to conduct one FDP in between 2-11-2019 and 17-11-2019
14. Staff club proposed to wind up the staff club from this month.
15. Department of CSE proposed to conduct a workshop on " Problem solving & Programming with 'C' in the month of Dec,2019
16. Department of CSE proposed to conduct "Multi skill Development programme" in association with APSSDC after consulting them about the policies to implement the programme to IV B.Tech CSE students for improving their technical skills
17. Department of EEE proposed to nominate Mr. T.Ramesh Babu, Asst. Professor as ISTE Coordinator from the department of EEE
18. Department of ECE proposed to establish e-club for ECE students to conduct Co-Curricular activities on 1<sup>st</sup> and 3<sup>rd</sup> Saturdays of every month from 3 p.m to 4 p.m.

19. Department of ECE proposed to procure the lab equipment for the even semester as per R-16 regulations with a budget of Rs. 4, 90,000/-
20. Department of ECE proposed to conduct ECE department day on 12-12-2019 on the occasion of Robert Noyce Birth day. On the day, proposed to conduct
  - i) A Guest lecture by eminent scientist/ professor
  - ii) Intra departmental technical events competitions for B.Tech students
  - iii) Inter departmental technical events competitions for Diploma students
21. Cambridge BEC exam Coordinator Ms, Vanaja proposed to conduct Cambridge classes from 25<sup>th</sup> Nov, 2019 to II and IV B.Tech Students.
22. Department of Management Studies proposed to conduct CRT programme for II M.B.A students in IV semester from 2<sup>nd</sup> Dec 19 to 11<sup>th</sup> Jan 2020
23. Admission Committee proposed to visit Govt Junior Colleges on 4<sup>th</sup>, 5<sup>th</sup> and 6<sup>th</sup> Nov 19 to ensure admissions from targeted colleges with innovative proposals.
24. Internal Complaint Committee (ICC) proposed to conduct one day "Health Awareness Programme" for girl students in the month of Dec 2019.
25. Games and sports Committee proposed to conduct JNTUK Inter University selections for Valley ball, Kabaddi, Kho-kho in our college campus. All courts are with readiness for conducting the event.
26. Library Committee proposed to procure 10 date slips pads in central library with the amount of Rs. 860/-
27. Examination cell proposed to procure enhanced configuration computer systems in the cell.
28. Review on NBA process
29. NSS Committee proposed to conduct a special camp at adopted villages by end of the November 2019 after completion of B.Tech I- sem Exams
30. NSS proposed to conduct the programme as a regular activity with a theme of "Road Safety Awareness" in the month of November.
31. Project Review Committee (PRC) proposed that
  - i) All the faculty should submit their ideas for patents by 30-11-2019
  - ii) All the faculty should submit paper to Scopus Indexed Journal and proof of submission should be submitted by 30-11-2019
32. Department of Training and Placement proposed to offer a 12 hr free training to our III & IV B.Tech students on RPA software to build up BOTs. It will be conducted by FACE consultancy along with CRT programme. It's an online certification short term course to students who clear MCQ (Multiple Choice Questions) based test. If 250+ students clear the exam, then college will get Center of excellence for the span of 3 years.
33. Department of Training and Placement is requesting the Committee to provide In-house trainer for giving technical skills training.



34. Department of Training and Placement Proposed to conduct CRT classes to III B.Tech students from 25<sup>th</sup> Nov 19 to 11<sup>th</sup> Jan 2020 i.e 40 days with 120 hrs as per schedule by COIGN and FACE consultancies ( COIGN for III B.Tech CSE-100 students and ECE-104 and FACE for III B.Tech EEE- 92,CIVIL-60 and II M.B.A-35) .
35. Department of CSE proposed to conduct a six day workshop on "**Problem solving & Programming with C**" from 16<sup>th</sup> Dec to 21<sup>th</sup> Dec 2019 in association with APSSDC.
36. Department of CSE proposed to establish "**Coding Club**" with name as "Creative Coding Club (CCC)" and start activities on every Friday at 6<sup>th</sup> and 7<sup>th</sup> hours. It's a student centric programme being organized by students only with support from faculty members.
37. Department of CSE proposes to conduct a two day "**Technical Fest**" on 27<sup>th</sup> and 28<sup>th</sup> Dec 2019 in association with CSI with a budget of Rs. 1,00,000/-
38. Department of ECE proposed to celebrate Department day on 12<sup>th</sup> Dec 2019.
39. Department of EEE is planning to read out the headlines of the news in every class room during first hour.
40. Department of H& BS proposed to conduct Mathematics day celebrations on 21<sup>st</sup> Dec 2019 instead of 22<sup>n</sup> Dec, 2019 as it falls on Sunday.
41. Project Review Committee proposes to discuss about the paper presentations in seminars/ conferences and publications in journals
42. Internal Complaint Committee (ICC) is planning to conduct "Health awareness Programme" for girl students on 15<sup>th</sup> Dec 2019 with a speaker Dr. Ch. Sailaja, M.S ( OBG), Gynecologist.
43. Diet Literary and Cultural Club (DLCC) proposed
  - i) To conduct Christmas celebrations on 24<sup>th</sup> Dec,2019 and new year celebrations on 31<sup>st</sup> Dec,2019 with a budget of 20,150/-
  - ii) To conduct Pongal celebrations on 9<sup>th</sup> and 10<sup>th</sup> Jan 2020.
44. NSS Unit proposed a theme of December month as "Go Green Awareness Programme".
45. Library Committee members are recommended to procure the Text and reference books for VI-II (R 16) B.Tech ECE, CSE, EEE, CIVIL and MBA (R19) I year I semester. Total titles 33 and volumes 76 worth of Rs. 41, 650/-
46. Library Committee proposed to procure eight batteries ( replacement of 3 batteries in Central Library and 5 batteries in E- Library) with a budget of Rs. 18, 928/-
47. Admission Committee proposed to conduct talent tests in the 1<sup>st</sup> and 2<sup>nd</sup> week of December 2019 at 15 Govt. Jr. Colleges already visited on suitable slots by consulting their Principals as a part of campaign work. The merit students of this exam will be eligible for sponsored admission in DIET.
48. Review on preparedness and readiness to present the documentation for the surprising visit of APHERMC (A.P Higher Education Regulatory and Monitoring Commission) committee.

## RESOLUTIONS

1. IQAC Committee resolved to purchase two sets of batteries- 32 nos for UPS in Lab 3&4 and Lab 7&8 with a cost of Rs. 71, 616/- on the proposal of Department of CSE
2. Resolved to purchase anti-virus for 40 nos with a cost of Rs. 18,030/- on the proposal of Department of CSE
3. Reviewed the GATE 2020 for final B.Tech students.
  - In EEE, 37 students out of 68 are enrolled
  - In ECE, 39 students out of 70 are enrolled
  - In CSE, 57 students out of 115 is enrolled
  - In Civil, 41 students out of 63 is enrolled

GATE coaching classes for III B.Tech have been started. For IV year, the classes will be started in Next Semester.

4. Reviewed the Professional Bodies memberships in respective departments
  - Students are registered as below  
IEEE-45, ISTE-80, IIE- 98, IETE-246 CSI- 240
5. Reviewed on syllabus coverage for odd semester and committee instructed to all the faculty to take the remedial measures to improve the result of backlog students by following institutional academic calendar.
6. Reviewed on results analysis of previous even semester  
I B.Tech – 52% II B.Tech- 63% III B.Tech- 68% IV B.Tech- 86% ( Exclusive revaluation result)  
Committee instructed to all faculty members concerned to conduct remedial classes for I year and II year backlog students rigorously to improve the results
7. Reviewed the submission of Departmental and Institutional event reports to Web, magazine and IQAC coordinators. Committee instructed to all HoDs and organizers of the events must prepare two hard copies of the reports of each event. One copy has to submit to Principal office. And also send the soft copies to Web, Magazine and IQAC through mails ([web@diet.edu.in](mailto:web@diet.edu.in); [magazine@diet.edu.in](mailto:magazine@diet.edu.in); [iqac@diet.edu.in](mailto:iqac@diet.edu.in))
8. Committee approved the following proposals of Project Review Committee(PRC),
  - iv) To submit the ideas from all the faculty for patents by 30-11-2019
  - v) To submit paper by all faculty to publish in Scopus indexed journals and proof should be submitted by 30-11-2019
  - vi) To publish paper in UGC recognized journals on project work by all the project guides and the hard copy of the published paper should be submitted by 15-10-2019
9. Approved the DIET Literary and Cultural Club (DLCC) proposal for conducting Diwali Celebrations in our campus on 26<sup>th</sup> Oct, 2019
10. On the proposal of Games and Sports Committee to conduct JNTUK inter University selections for valley ball/Kabaddi/Kho-Kho in our college campus with a budget of Rs. 15,000/-. IQAC Committee suggested to prepare the courts in well condition and then applied to JNTUK for selections.



11. Committee reviewed a strategy for the upcoming admissions and the same will be started for implementation from November 2019
12. Approved the proposal of NBA Committee to conduct one FDP in between 2-11-2019 and 17-11-2019.
13. IQAC Committee suggested improving the R&D works. HODs are instructed to visit MVGR and Gayatri Institutes and consulting the concerned coordinators for improvement of R&D works in our institute.
14. Department of CSE proposed to conduct a six day FDP on "Python" in association with APSSDC from 4<sup>th</sup> Nov to 9<sup>th</sup> Nov 2019 with a budget of Rs.2,500/-. It has been approved by Committee.
15. Approved to conduct a six day workshop on "Problem solving and programming with C" for II B.Tech CSE students from 24<sup>th</sup> Nov to 29<sup>th</sup> Nov 2019 in association with APSSDC.
16. Approved to conduct "Multi Skill Development Programmes (MSDPs)" in association with APSSDC. Committee instructed to consult the policies to implement the programme
17. Committee approved that Mr. T.Ramesh Babu, Asst.Professor act as ISTE Coordinator in the Department of EEE
18. Resolved to establish E-Club to conduct Co-Curricular activities for II,III and IV B.Tech students on 1<sup>st</sup> and 3<sup>rd</sup> Saturdays of every month from 3p.m to 4 p.m. The item has been approved.
19. Resolved to procure lab equipment for the even semester as per R-16 regulations for II B.Tech with a budget of Rs. 4,90,000/-. It has been approved
20. Approved to conduct Department Day of EEE on 12-12-2019 on the occasion of Robert Noyce Birth day and also proposed to conduct Guest lecture and technical event competitions for B.Tech students of ECE and all Inter collegiate DECE students. Committee suggested to conduct the technical events on 9<sup>th</sup> Dec 2019.
21. Approved to conduct Cambridge classes from 25<sup>th</sup> Nov 2019 to II and IV B.Tech students. The classes will be conducting every Tuesday/ Thursday from 2.20 p.m to 4 p.m at seminar hall -2. HODs are instructed to motivate the students appear for Cambridge BEC examination to improve their communication skills.
22. IQAC approved to conduct CRT classes for I and II M.B.A students in even semester from 2<sup>nd</sup> Dec 2019 to 11<sup>th</sup> Jan 2020.
23. Committee approved to conduct "Health awareness programme for girls' students" in the II/III week of Dec 2019.
24. Approved to conduct JNTUK Inter University selections for Valley ball/ kho-kho/Kabaddi in our campus with a budget of Rs. 15,000/- if JNTUK permitted any one of the games.
25. Committee approved to purchase 10 dates slips pads in central Library with the amount of Rs. 860/-.
26. Committee approved to arrange Computer systems with required configuration in the examination cell. Committee directed to HOD, Department of CSE.
27. Regarding NBA process, NBA Coordinator Mr. B.T. Ramakrishna revealed that the I phase of work is completed and II Phase of work consisting I,II,III criterions shall be started from back end.



28. Approved to conduct NSS special camp at adopted village in the last week of November 2019.
29. Approved to conduct a programme as a regular activity with a theme of "Road Safety awareness" in the month of November 2019 by NSS unit. Committee suggested the NSS volunteers and P.Os to wear the safety jackets and take the precautionary measures on National High way roads.
30. Regarding submission of ideas for patents and proof of Scopus Indexed Journal papers, Committee instructed to all the faculty members to submit them to Concerned HODs by 30<sup>th</sup> Nov 2019 through mails and HODs will verify all and further submit to PRC Coordinator.
31. Principal on the proposal of Department of Training and Placement places before the IQAC committee for consideration and approval to conduct a 12 hrs free training to III and IV B.Tech students on " RPA software to build up BOTs" by FACE consultancy along with CRT programme. TPO Mr. P. Rajendra Prasad informed that it is a on line certification short term course to students who passed Multiple Choice Questions (MCQ) based test. If 250+ students clear the examination, then the college will get a centre of excellence for the span of 3 years. It has been approved by IQAC Committee
32. On the proposal of Department of Training and Placement, Committee approved to appoint an In-house trainer for training the technical skills like
33. Principal on the proposal of Department of Training and Placement places before the IQAC committee for consideration and approval to conduct Campus Recruitment Training (CRT) classes to III B.Tech students from 25<sup>th</sup> Nov 19 to 1<sup>th</sup> Jan 2020 i.e 40 days with 120 hrs as per schedule by COIGN and FACE consultancies (COIGN for III B.Tech CSE- 108 students and ECE-104 and FACE for III B.Tech EEE-92, CIVIL-60 and I & II M.B.A-68).
34. Hosted the prestigious APITA Govt. Programme on "Industry- Academia meet" in our campus which is very much useful to student community. HOD, Department of CSE is instructed to circulate the report of outcome of the meet to the entire faculty and students.
35. Principal on the proposal of Department of CSE places before the IQAC committee for consideration and approval to conduct a workshop on "Problem solving and Programming with C" from 16<sup>th</sup> to 21<sup>st</sup> Dec 2019 to II B.,Tech CSE students. It will be postponed due to non availability of trainers from APSSDC.
36. Principal on the proposal of Department of CSE places before the IQAC committee for consideration and approval to establish Coding Club named as "Creative Coding Club (CCC)" and start the activities with student centric on every Friday at 6<sup>th</sup> and 7<sup>th</sup> hrs. It has been approved
37. Principal on the proposal of Department of CSE places before the IQAC committee for consideration and approval to conduct a two day "Tech Fest" on 3<sup>rd</sup> and 4<sup>th</sup> Jan 2020 in association of Professional bodies with a budget of Rs. 1,24, 500/-. Committee approved
38. Discussed on implementation of Institutional Academic Calendar for even semester, 2019-20. Resolved to conduct remedial classes for Backlog students in previous semester to improve the pass percentage of both B.Tech and Diploma.



39. Resolved to finalize the utilization of updated and revamped Computer labs with newly purchased systems and projectors with a cost of Rs. 50 lakhs. Committee finalized the distribution of new systems in various labs as per their requirements
40. Approved to conduct Mathematics day celebrations on 21<sup>st</sup> Dec 2019 instead of 22<sup>nd</sup> as it falls on Sunday. Committee approved.
41. On the proposal of Project Review Committee (PRC) regarding submission of student projects, paper presentations and publications in Journal, Committee instructed to the faculty to submit the same by the end of the Dec, 2019.
42. The Coordinator of the Entrepreneurship Development Cell (EDC) presented the report with regard to delegation of students for International symposium/conferences. Committee instructed to EDC to prepare the meritorious students towards innovative and latest research in Technology which has developed in five preceding years and useful to society
43. Discussed and finalized the Student – Parent Meet. Resolved to conduct parent-teacher meet for IV B.Tech students on 21<sup>st</sup> Dec 2019 at 9 am and for III and II B.Tech students, the student-parent meet will be scheduled after obtaining the results from JNTUK.
44. On the proposal of Internal Complaint Committee (ICC) to conduct “Women Protection awareness programme” on 23<sup>rd</sup> Dec 2019, the IQAC Committee instructed to invite the guests in the range of DSP or ASP.
45. Resolved to conduct College annual day celebrations named as “Vibrant DIET-2020” in the month of Feb 2020. Committee instructed to all the staff members to make the plan of action for the mega function from now onwards to conduct it in grand manner.
46. On the proposal of DIET Literary and Cultural Club (DLCC)
  - i) to conduct “Christmas eve celebrations” on 24<sup>th</sup> Dec 2019 with a budget of Rs. 20, 150/-
  - ii) to conduct “ New Year Celebrations” on 31<sup>st</sup> Dec 2019 at 2pm to 4pm at open dias
  - iii) to organize “ Sankranthi Sambaralu” on 9<sup>th</sup> & 10<sup>th</sup> Jan 2020 with a budget of Rs. 16,350/-Committee approved to conduct the above programmes
47. Discussed and resolved to conduct the service activities by DIET NSS Unit entitled as monthly themes up to June 2020 along with regular activities
48. On the proposal of Library Committee to procure the text books and reference books IV –II (R-16) and I-I SEM R-19 with total titles 33 and volumes 76 worth of Rs. 41,650/- Committee approved to procure eight batteries with a budget of Rs. 18, 928/- in the library.
49. Reviewed the readiness for the visit of APHER & MC. Committee instructed that all the staff members in the attendance register must attend on that date


50. In Other matters, Discussed and resolved the following points
- Reviewed on NBA works. Most of the NBA works should be done exclusively on every second Saturday and on every wednesday.
  - Academic Committee members presented their department profiles and departmental minutes of meeting for the month of Dec 2019 in power point presentations. It was very useful to understand the status of the institution by all the members particularly new members towards SWOT analysis. As per the analysis, plan of action would be taken.
  - Change the uniform for I year admitted students in next academic year 2020-21. The work has been assigned to DLCC
  - Preparation of DIET latest videos to publicize through CITI Cable and shown in theatres.
  - To upload the profiles of HODs with photos in our DIET website.
  - *Plan of action for NPTEL local chapter.*




- Departments have established departmental clubs as student centric as follows

- 1). E. club (Empowering club) by Dept of ECE
- 2). CCC (Creative Coding Club) by Dept of CSE
- 3). C.C (Consultancy Club) by Dept of CIVIL
- 4) Electrical Club by Department of EEE
- 5) B-Club (Business Club) by Dept. of MBA

- Prepare the Mid exam Question papers in three sets (A,B,C) with respect to CO-PO attainment as well as JNTUK pattern
- The timings for mid examination (Descriptive) is 2 pm to 3.30 pm
- The starting time of online exam is 9.30 am in that week
- Consultancy in Department of Management studies with a nominal fee of Rs. 1,000/-
- Increase in Life memberships in professional bodies
- To Conduct Industrial visits by M.B.A students

  
(Dr. K.S.ESWARA RAO)  
IQAC COORDINATOR



  
(Dr. CH.S NAGA PRASAD)  
CHAIRMAN, IQAC

Principal  
Dadi Institute of  
Engineering & Technology  
ANAKAPALLE - 531 002



# DADI INSTITUTE OF ENGINEERING AND TECHNOLOGY

(Approved by A.I.C.T.E., New Delhi & Affiliated to JNTUK, Kakinada)

NAAC Accredited Institute and Inclusion under Section 2(f) of UGC Act

An ISO 9001:2008; ISO 14001:2004 & OHSAS 18001:2007 Certified Institution

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Date: 10-10-2019

## Internal Quality Assurance Cell (IQAC)

### IQAC Meeting dated 10-10-2019

The Meeting of IQAC committee was held on on 10th October, 2019 (Thursday) at 02:00 PM at Conference Hall-1. The following members were present.

S.No	Name and Designation of the Member	Position in IQAC	Signature
1	Prof. Ch. S. Naga Prasad, Principal	IQAC Chairman	
2	Prof. K.Rama Rao ,Dean Administration	Senior Administrative Officers	
3	Mr. P.Srinivas, Administrative Officer	Senior Administrative Officers	
4	Dr. P.B. Ram Kumar,HOD, Dept Of MBA	Faculty Members	
5	Dr. K. Kannam Naidu, HOD,Dept Of CIVIL	Faculty Members	
6	Dr. L . Prasanna Kumar,HOD,Dept Of CSE	Faculty Members	
7	Dr. CH.Prabhakara Rao, HOD, Dept Of H&BS	Faculty Members	
8	Mr. B. Raja Rao, HOD, DEPT OF ECE	Faculty Members	
9	Sri BT Rama Krishna Rao, HOD, Dept Of EEE	Faculty Members	
10	Mr. A Kiran Kumar, NSS Programme Officer	Faculty Members	
11	Sri Dadi Ratnakar, Chairman Of the Institution	Member from Management	
12	Dr. G.Rama Murthy	Nominee From Local Society	
13	MS. M.Bhavana, IV B.Tech(ECE)	Nominee From Students	
14	Mr. B. Nikhil Kumar, MBA, Research Analyst, Google Gurgaon	Nominee From Alumni	
15	Ms. K. Nirmala, B.Tech, ECE, TCS,Chennai	Nominee From Alumni	
16	Mr. Ch.Srinadh, M.D; Sri Gopal Automotives Ltd, Vizag	Nominee From Industrialists/ Employers	
17	Dr. K. S. Eswara Rao, Vice Principal	Co-ordinator of the IQAC	

**IQAC Chairman**



## DADI INSTITUTE OF ENGINEERING AND TECHNOLOGY

**The following IQAC Committee met on 8<sup>th</sup> Jan, 2020 ( Wednesday) at 9.30 AM**  
at Conference Hall regarding IQAC functioning and procedure during the academic year  
2019-2020

1	Chairman of the IQAC	Prof. Dr Ch. S. Naga Prasad, Principal
2	Senior Administrative Officers	Prof. K.Rama Rao ,Dean Administration Mr. P.Srinivas, Administrative Officer
3	Faculty Members	Dr. P.B. Ram Kumar, HOD, Dept Of MBA Dr. K. Kannam Naidu, HOD, Dept Of CIVIL Dr. L. Prasanna Kumar, HOD, Dept of CSE Dr. Ch.Prabhakara Rao, HOD, Dept Of H&BS Mr. B. Raja Rao, HOD, Dept of ECE Mr B.T. Rama Krishna Rao, HOD, Dept Of EEE Mr. A Kiran Kumar, NSS Programme Officer
4	Member From The Management	Sri Dadi Ratnakar, Chairman of the Institution
5	Nominee From Local society/ Students/Alumni	Dr. G.Rama Murthy MS. M.Bhavana, IV B.Tech(ECE) Mr. B. Nikhil Kumar, MBA, Research Analyst, Google Gurgaon Ms. K. Nirmala, B.Tech, ECE, TCS, Chennai
6	Nominee From Industrialists/ Employers	Mr. Ch.Srinadh, M.D, Sri Gopal Automotives Ltd, Vizag
7	Coordinator of the IQAC	Dr. K. S. Eswara Rao, Vice Principal

**The minutes of the IQAC committee Meeting is herewith enclosed**

**IQAC Coordinator read out the Compliances of the resolutions taken in the  
previous IQAC meeting**

1. Conducted Orientation Programme for I M.B.A students on 4<sup>th</sup> Sept 2019
2. Conducted Teacher's day celebrations on 5<sup>th</sup> Sept 2019 successfully. Sri K.Satyanarayana, IPS, Inspector General of Police, PTO, Amaravathi and Ms. E.P.S Bhagya Lakshmi, District NSS Programme officer, Visakhapatnam graced the occasion as chief guest and guest of honour.
3. Conducted "Swatch Bharat programme" in our campus in the first week of September 2019 by our NSS unit.
4. Department of CSE celebrated "Dennis Ritchie's Birthday" as Department day of CSE on 9<sup>th</sup> Sept 2019 successfully. Dr Debnath Bhattacharya, Professor, Dept of CSE, Vignan's Institute of Information Technology graced the occasion as Chief guest. And also conducted Guest lecture on "Present research trends in Computer Science and Emerging Technologies of the world" to faculty and IV B.Tech Students by Dr Debnath Bhattacharya.
5. Conducted I B.Tech Fresher's day function on 9<sup>th</sup> Sept 2019 successfully.

6. A six day workshop on " IOT-its applications" in association with APSSDC for III B.Tech EEE students in the 4<sup>th</sup> week of Sept,2019 approved by academic committee is postponed to next semester due to non availability of slots by APSSDC.
7. GATE coaching classes for III B.Tech students for all the branches is going on without disturbing the regular classes.
8. Conducted "**Engineers' day celebrations**" on 13<sup>th</sup> Sept 2019 successfully. Sri K.V.V. Raju, Chairman, CII, Visakhapatnam zone and Smt K.L Madhavi, Location Leader, Tech Mahendra, Visakhapatnam graced the occasion as chief guest and guest of honour.
9. Procured lab equipment for physics and chemistry with the budgets of Rs. 93,934 and Rs. 30,690/- respectively as per new syllabus in R-19 Regulations.
10. Conducted a six day workshop on "PCB Design (software)" for II B.Tech ECE students by Department of ECE from 16-09-2019 to 18-09- 2019 and for III Diploma ECE from 19-09-2019 to 21-09-2019.
11. A six day workshop on " Programming Content& Challenges (Coding Training) to II B.Tech CSE students form 16-09-2019 to 21-09- 2019 approved by academic committee is postponed to next semester due to non availability of slots by APSSDC.
12. Purchased the text and reference books with 34 titles and 142 volumes for I B.Tech I Sem as per R-19 Syllabus.
13. Renewed of J-Gate on line journals for this year also in e-library.
14. Purchased and installed AOC 18.5" LED monitor with a budget of Rs. 4,000/-, Zebronics mother board and 1 TB hard disc with a budget of Rs. 4,600/- in e-Library.
15. Consultancy works by the department of Civil has been recorded. They acquired Rs. 29,900/- till now in this year 2019 towards Soil test, Cube test etc. Committee suggested to publicize the consultancy works.
16. Started to involve the students at large in the organization of any events.
17. Improvised student centric teaching methodologies to achieve 100% favorable feedback from the students in all aspects.
18. Conducted 150<sup>th</sup> birth anniversary of Sri Mahatma Gandhi on 30<sup>th</sup> September,2019 successfully. Dr. E.A.S Sarma, I.A.S, Former Secretary to GOI attended as chief guest.
19. Organized mega blood donation day on 1<sup>st</sup> October, 2019 under the supervision of NSS and in collaboration with IEEE student branch on the occasion of national voluntary blood donation day.
20. Procured and installed two sets of batteries 32nos for UPS in labs 3&4 and labs 7&8 with a cost of Rs. 71,616/-
21. Installed anti-virus in 40nos. of computers in the institute with a cost of Rs. 18,030/-



22. GATE coaching classes for III B.Tech students were started. The total students enrolled from IV B.Tech are 174 for GATE 2020 exam. The GATE classes for IV B.Tech will be started in the next semester.
23. Till now, 764 students from different branches have registered as memberships in various professional bodies like IEEE, ISTE, IIE, IETE and CSI.
24. Conducted Diwali celebrations in the institute on 26<sup>th</sup> Oct 2019 organized by DLCC
25. Conducted Rashtriya Ekta Diwas (National Unity Day) and celebrated to pay tribute to Sardar Vallabhbhai Patel on 31<sup>st</sup> Oct, 2019.
26. Conducted APITA Govt. Programme "Regional level Industry, Academia Training partners and stakeholders Meet 2019-20" on 31-10- 2019 in our Institute.
27. Celebrated A.P formation day on 1<sup>st</sup> Nov, 2019
28. Conducted "Road Safety awareness programme" on 2<sup>nd</sup> Nov 2019 on National High way by our NSS unit.
29. Conducting a six day FDP on "Problem solving and programming in Python" in association with APSSDC from 4<sup>th</sup> to 9<sup>th</sup> Nov 2019. Prof. P.Srinivasa Rao, Principal, College of Engineering, A.U graced the occasion as chief guest.
30. Remedial classes to backlog students will be conducting from 8<sup>th</sup> Nov to 14<sup>th</sup> Nov, 2019
31. DIET NSS unit organized "AP Formation day" celebration on 1<sup>st</sup> Nov 2019
32. Organized a six day Faculty Improvement Programme (FIP) on "Problem solving programming in Python" from 4<sup>th</sup> Nov to 9<sup>th</sup> Nov 2019 in association with APSSDC. The programme was inaugurated by Prof, P.Srinivasa Rao, Principal , A.U College of Engineering .
33. Department of ECE procured lab equipment for the even semesters as per R-16 regulations for II B.Tech with a budget of Rs. 5,00,000/-
34. Dr. Ch. Kannam Naidu, appointed as HoD, Department of CIVIL on 11<sup>th</sup> Nov 2019. Mr. N.Ramu, Asst. Professor appointed as Deputy HOD of Dept of CIVIL
35. Department of ECE has conducted "ECE Departmental Day" on the occasion of "Robert Noyce birth day" on 12-12-2019. Prof. Ch. Srinivasa Rao, JNTUK (UCEV), graced the occasion as Chief Guest.
36. The classes for the Cambridge BEC Exam certificate course started from 25<sup>th</sup> Nov 2019 by Ms S.Vanaja, Asst. Professor in English for II and IV B.Tech Students from 2.20pm to 4 pm on every Tuesday and Thursday at seminar hall-2.
37. Campus Recruitment Training (CRT) classes for I and II M.B.A students are started from 2<sup>nd</sup> Dec 2019 and ends on 11<sup>th</sup> Jan 2020.

38. Conducted Post Employment Training for ITI Principals regarding Management and Administrative Skills in E-class room-I by Department of MBA on 28<sup>th</sup> Nov 2019.
39. Conducted 70<sup>th</sup> "Indian Constitution day" celebration on 25<sup>th</sup> Nov 2019. II Additional Junior civil Judge & 12<sup>th</sup> Additional metropolitan Magistrate Sri J.V.V Satyanarayana Murthy has graced the occasion as a Chief Guest and speaker
40. Conducted Inter University Volley Ball team selection meet- 2019 in our campus on 16<sup>th</sup> and 17<sup>th</sup> Nov 2019. On this occasion, National level Badminton player Sri M.V.Murali and Dr. G. Shyam Kumar, Secretary, JNTUK Selection Committee graced the occasion as chief Guest and Guest of Honour.
41. DIET NSS Unit organized "Road safety awareness Programme on 8<sup>th</sup> Nov 2019.
42. DIET NSS Unit organized "National Education Day" celebration on 11<sup>th</sup> Nov 2019
43. DIET NSS Unit organized " Jawaharlal Nehru Birth day" Celebration on 14<sup>th</sup> Nov 2019
44. Conducted APPSC examination -2019 on 17<sup>th</sup> Nov 2019 FN in our campus
45. Attended 60 students out of 97 in INFOSYS drive conducted at MVGR college, Vizianagaram on 21<sup>st</sup> Nov 2019
46. Glad to inform that DIET secured the joint prize in Flash mob with Chaithanya Engg college and Ist prize in group dance classical events at Youth Festival held at MGM grounds, Beach Road, Vizag among engineering colleges participated nearby 3 districts.
47. Happy to inform that as on now, Ms. J.Nandini and Ms. B.Yamini, IV B.Tech CSE selected for Infosys.
48. DIET NSS unit has conducted a rally on "World Aids day" on Nov 30<sup>th</sup> 2019 instead of 1<sup>st</sup> Dec 2019 as it falls on sunday
49. Glad to share that Mr. Lalitheswara Rao, II B.Tech EEE-B secured 2<sup>nd</sup> place in JNTUK University level power lifting competition held at Tenali.
50. Department of EEE has established E-Club ( Empowering Club) to conduct Co- curricular activities for II, III and IV B.Tech students on 1<sup>st</sup> and 3<sup>rd</sup> Saturdays of every month from 3 pm to 4 pm constituted committee with staff and student organizers. E. club activities were started from 23<sup>rd</sup> Nov, 2019 with student seminars, group discussions, quiz and other skill development activities.
51. Our DIET students participated in Hackathon - Digital Summit at Visakhapatnam on 14<sup>th</sup> Dec 2019.
52. Dr. B. Raja Rao, HOD, Dept. of ECE got Patent



53. Commenced Campus Recruitment Training (CRT) Classes for IIIB.Tech Students from 25<sup>th</sup> Nov 2019 to 11<sup>th</sup> Jan 2020 i.e 40 days with 120 hrs by COIGN for CSE and ECE and By FACE for EEE and CIVIL.
54. Conducted a six day workshop on "Revit Architecture" for IV B.Tech Civil students in association with APSSDC from 27-01-2020 to 01-02-2020 by Department of CIVIL
55. Conducted a three day workshop on "SQL" for IV B.Tech CSE students in association with APSSDC from 27-01-2020 to 29-01-2020 by Department of CSE.
56. Donated the amount Rs. 8,200/- , left over cloths, books collected from students to the orphanage children by our DIET NSS UNIT.
57. Implemented Fast Tags for five of our college buses that travel through toll gates.
58. Procured and installed the latest software for language lab in view of the change in syllabus with a cost of Rs. 1,20,000/-.
59. Applied grant for "ATAL Innovation and Incubation Centre" on 31<sup>st</sup> Jan 2020.
60. Subscribed 50 periodicals for the academic year 2020-21 worth of Rs. 1,12,734/- and also subscribed Tayer & Francis online Journals through JNTUA e- Journals consortium for the academic year 2020-21 with a budget of Rs. 78,000/-
61. For NBA works, the time is extended up to 6 P.M on every Wednesday.
62. Conducted Parent-Teacher meet for II B.Tech students on 1<sup>st</sup> Feb 2020.
63. Procured one LCD Projector for MBA class Room.
64. Procured batteries in computer labs with a cost of Rs. 37,815/-.
65. Conducted a six day workshop on "Python" for III B.Tech students from 3<sup>rd</sup> Feb 2020 in association with APSSDC.
66. Conducted Entrepreneurship Development Programme for IV B.Tech and MBA students by ISTE Professional body on 12<sup>th</sup> Feb 2020 from 11 am to 1 P.M.
67. Procured Text books and general books with a cost of Rs. 9,424/- in Library
68. Conducted a guest Lecture on " Applications in Water Resources Engineering" for III B.Tech Civil students on 17-02-2020 by Dr. Ch. Ramesh Naidu, Professor, GVP College of Engineering, Visakhapatnam
69. Conducted "National Science Day Celebrations" on 28<sup>th</sup> Feb 2020 in the inaugural function of "VIBRANT DIET- 2020"
70. Conducted "VIBRANT DIET 2020" Annual Day Celebrations on 28<sup>th</sup> and 29<sup>th</sup> Feb 2020 in a grand success. In Inaugural Session on 28<sup>th</sup> Feb 2020, Sri TSN Murthy graced the occasion as chief Guest and Hon'ble Anakapalle MP Smt K. Venkata Satyavathi and Anakapalle MLA Sri G. Amaranadh graced the occasion as Guests of Honour. In valedictory

session on 29<sup>th</sup> Feb 2020, Reshma Reddy, IPS, ASP, Narsipatnam graced the Chief Guest and Geetha Madhuri, Movie Play Back Singer graced the occasion as Guest of Honour.

71. Conducted "Miracle software Systems" On Campus Drive for all departments on 12<sup>th</sup> Feb 2020. 19 members are placed.
72. Conducted Bishma Bore well Technologies on Campus Drive for Diploma and B.Tech ECE, CIVIL and EEE on 20-02-2020.
73. Started ECET Coaching classes for III DECE students from 5<sup>th</sup> March 2020.
74. Conducted a Two day workshop on "IOT" on 4<sup>th</sup> and 5<sup>th</sup> March 2020 by Project Review Committee in association with ISTE for I B.Tech Students as a part of DSIM-2k20.
75. Conducted passport Mela on 6-03-2020. Visakhapatnam Pass port Manager Mr. Rupesh visited our Institute and explained how to apply the passport and its uses..
76. Celebrated International Women's Day on 7-3-2020. Mrs. Smrite Bhatia, Mrs. India 2019-20 and Mrs. Farazana Begum, Fitness coach & Cancer survivor graced the occasion as chief Guest and Guest of Honour.

#### AGENDA

1. Department of CIVIL proposed to conduct a six day workshop on "Revit Architecture" for IV B.Tech students in association with APSSDC from 27-01-2020 to 01-02-2020.
2. Department of CSE proposed to conduct a three day workshop on "SQL" for IV B.Tech CSE students in association with APITA from 27<sup>th</sup> Jan to 29<sup>th</sup> Jan 2020.
3. For II Diploma students, Department of EEE proposed to assign last two periods for one subject a day to ensure simultaneous revision and class tests after I Mid exams.
4. For III Diploma students, Department of EEE proposed to segregate the students in to two sections. Section-I meant for creamy layer. Conduct revision classes and ECET coaching classes for them. Section-II meant for backlog students. Conduct remedial classes for them to clear the subjects.
5. The magazine Committee proposed to submit the final draft of "News Letter of DIET" by 12<sup>th</sup> Jan 2020 for approval
6. NSS proposed to collect fund, left over clothes, books from students and donate to the children in the orphanage.
7. Transport Committee proposes to bring one mechanic monthly once to the college for rectify the minor repairs of buses in the campus itself.
8. Transport Committee requested to sanction the budget proposal for five buses.
9. In Department of H& BS, English faculty requested the committee to provide latest software in language lab in view of the change in syllabus.



10. Project Review Committee (PRC) proposed to apply grant for "ATAL Innovation and Incubation Centre" by 31<sup>st</sup> Jan 2020.
11. Library Committee proposed to subscribe 50 periodical titles for the academic year 2020-21 worth of Rs. 1,12,734/-
12. The Library Committee proposed to subscribe Tayer & Francis online journals through JNTUA E- Journals Consortium for the academic year 2020-21. The total budget for 555 journal titles is about Rs. 78,000/-
13. Schedules for DIET Utsav 2020 and farewell functions.
14. Review on implementation of best practices circulated to all the staff members.
15. Department of ECE proposed to conduct ECET coaching classes for III DECE students from 5<sup>th</sup> Feb 2020
16. Department of CIVIL proposed to conduct a Guest Lecture on "Applications in Water Resources Engineering" for III B.Tech students in the II week of February 2020
17. Review on Vibrant DEIT 2020 scheduled on 28<sup>th</sup> and 29<sup>th</sup> Feb 2020.
18. DIET Literary and Cultural Committee (DLCC) proposes to procure DLCC Badges for Student Coordinators with the budget of Rs. 900/- (30x Rs.30)
19. Department of Training and Placement propose to conduct Miracle Software Systems On-Campus Drive for all departments in this month
20. Department of Training and Placement proposes to conduct Bishma Bore well Technologies On-Campus Drive for Diploma and B.Tech ECE, CIVIL and EEE.
21. Examination Committee proposes to develop e-content applications for R-19 Regulations.
22. Internal Complaint Committee (ICC) proposed to celebrate "International Women's Day 2020" on 7<sup>th</sup> March 2020 since 8<sup>th</sup> March falls on Sunday with the budget of Rs. 30,000/-
23. Internal Complaint Committee (ICC) proposed to conduct a rally - WALK FOR WOMEN on 7<sup>th</sup> March 2020.
24. Project Review Committee proposed to conduct a project on "DIET Smart idea & Innovative Model (DSIM-2k20) Challenge for DIET students.
25. Project Review Committee proposes to apply SERB SRG/CRG Grant Proposals to DST
26. Project Review Committee proposes to organize EPIC-2020- National Conference on Edge Computing, Process Automation through Robotics, Industry 4.0 & Cognitive Technology.
27. Department of CSE proposes to conduct "Summer Training Programme" for Placement ready for all campus drives
28. Department of CIVIL proposed to completion of calibration of equipment by the entire faculty of CIVIL.

29. Department of CIVIL is planning to conduct "Faculty Development Programme" in the month of April 2020.
30. Examination Committee proposes to develop e-content applications for R-19 Regulations.
31. Project Review Committee (PRC) proposed to conduct a project on "DIET Smart idea & Innovative Model (DSIM-2k20) Challenge" for DIET students.
32. Project Review Committee proposes to organize "EPIC-2020- National Conference on Edge Computing, Process Automation through Robotics, Industry 4.0 & Cognitive Technology".
33. Project Review Committee proposes to conduct a FDP on "ETQRET- 2k20" for all faculty members in the month of May 2020.
34. DIET NSS proposed to conduct awareness campaign on "COVID-19" in the month of March 2020
35. Library Committee proposes to procure two text books suggested by faculty and students. 1. "Problem solving" worth of Rs. 399/-; 2. "Digital Signal Processing" worth of Rs. 699/- and to procure one mouse worth of Rs. 250/-

### RESOLUTIONS

1. Reviewed the results of IV, III and II B.Tech I sem. In view of the more no. of failures in single subjects. Resolved to conduct remedial classes for backlog students after RC and RV results. Committee instructed that the faculty who obtain less pass percentage, they have to improve their subject and prepare the subject according to capability of students in their respective classes
2. Reviewed the results of II and III Yrs Diploma I Semester. Committee resolved to conduct revision classes hereafter basing on Mid –I results analyses and remedial classes must be conduct for backlog students in last two periods. Time tables will be prepared accordingly without any clash with classes for meritorious students.
3. Reviewed the inspections of APHR& MC and SBTET. Committee resolved to improve the preparation of some documents according to AICTE norms in respect of essential and desirable documentation like Institute- industry cell, On line grievance mechanism, funds from Govt of India, SC/ ST Cell, National Academic Depository as per MHRD directives, Mandatory Internship policy for students.
4. IQAC Coordinator on the proposal of Department of CIVIL for consideration and approval of conduct a six day workshop on "Revit Architecture" for IV B.Tech CIVIL Students in association with APSSDC from 27-01 2020 to 01-02-2020.  
- Committee approved.
5. IQAC Coordinate on the proposal of Department of CSE for consideration and approval to conduct a three day workshop on " SQL" for IV B.Tech CSE Students in association with APSSDC from 27-012020 to 29-01-2020.  
- Committee approved.
6. IQAC Coordinator on the proposal of Department of EEE for consideration and approval of assign last two periods for one subject in a day to II Diploma students to ensure simultaneous revision and class tests after I Mid



examinations

- Committee approved
7. IQAC Coordinator on the proposal of Department of EEE for consideration and approval of segregate the students in to two sections of III Diploma according to merit, conduct revision classes and ECET coaching classes for merit students and conduct remedial classes for backlog students.
    - Committee approved
  8. IQAC Coordinator on the proposal of magazine Committee for consideration and approval to publish final draft of Half yearly News letter of DIET before end of Jan 2020. Committee suggested magazine Committee to prepare the half yearly news letter in the design of our regular memoir.
  9. IQAC Coordinator on the proposal of NSS Committee for consideration and approval to donate the collected fund nearly Rs. 8,200/-, left over cloths, books from students to the orphanage children. Committee suggested that purchase the blankets and donate to the children.
  10. IQAC Coordinator on the proposal of Transport Committee for consideration and approval to bring one mechanic monthly once to the college for rectify the minor repairs of buses in the campus itself.
    - Committee approved
  11. IQAC Coordinator on the proposal of Transport Committee for consideration and approval to implement Fast tags for five buses to travel through toll gates.
    - Committee approved
  12. IQAC Coordinator on the proposal of Department of H&BS for consideration and approval to purchase latest software in language lab in view of the change in syllabus.
    - Committee approved
  13. IQAC Coordinator on the proposal of Project Review Committee for consideration and approval to apply grant for “ ATAL Innovation and Incubation Centre” by 31<sup>st</sup> Jan 2020. The requirement is 4000 Sq. ft area and its plan accordingly.
    - Committee approved.
  14. IQAC Coordinator on the proposal of Library Committee for consideration and approval to subscribe Tayer & Francis online journals through JNTUA E- Journals consortium for the academic year 2020-21. The total budget for 555 titles is about Rs. 78,000/-.
    - Committee approved
  15. Reviewed on implementation of best practices. Committee resolved to conduct workshops for diploma students, to conduct distinguishing lectures from professional bodies, to maintain the feedback mechanism online.
  16. Reviewed on NBA works. Resolved to prepare course files for I semester according to CO-PO attainment. For NBA works, the time extended to 6 P.M on every Wednesday. From April onwards, Monday also extended the time upto 6P.M for doing NBA works.


17. Resolved to conduct parents –Teacher Meet for II B.Tech students on 1<sup>st</sup> Feb 2020
18. Regarding admissions work, plan to branding our Institute through
  - a) publicity with 10 sec add in INOX theatres in the month of February
  - b) Add on RTC buses in the month of February
  - c) Fixation of Hoardings at various places
19. Committee resolved to procure one LCD projector for MBA class room.
20. Committee resolved to procure Batteries in computer labs with the budget of Rs. 37,815/-
21. On the proposal of Department of CSE, Committee approved to conduct a six day workshop on “ Python” for III B.Tech students from 3<sup>rd</sup> Feb to 8<sup>th</sup> Feb 2020 in association with APSSDC.
22. On the proposal of department of CSE, Academic Committee has approved to conduct “ INFOSYS Certification Course” by APITA in two spells scheduled 13<sup>th</sup> to 16<sup>th</sup> Feb in I spell and 17<sup>th</sup> to 20<sup>th</sup> Feb 2020 in II spell.
23. Approved to conduct Entrepreneurship Development programme for IV B.Tech and MBA students from ISTE professional body on 12<sup>th</sup> Feb 2020 from 11am to 1pm. with the budget of Rs. 5500/-
24. Library Committee proposed to Procure text books as per R-19 syllabus with the budget of Rs. 5,100/-



- Committee approved
25. Library Committee proposed to Procure general books with a budget of Rs. 4,324/-  
-Committee approved
27. Approved to attend our Electrical and Electronics faculty to "Seimens Live Project" at Andhra University after 2 PM batch wise.
28. Resolved to conduct Miracle Software drive in Feb month on the proposal of Training and Placement Officer (TPO)
29. Approved to conduct National Science day celebrations on 28<sup>th</sup> Feb 2020 on the proposal of Department of H& BS.
30. Resolved to conduct Women's day celebrations on 8<sup>th</sup> March 2020
31. Approved to attend our Electrical and Electronics faculty to "Seimens Live Project" at Andhra University after 2 PM batch wise.
32. Approved to attend our faculty to conferences and symposiums one staff from one department in a semester.
33. Committee suggested that increase the number of registrations in NPTEL programmes
34. Principal on the proposal of Library Committee for consideration and approval to subscribe 50 periodicals for the academic year 2020-21 worth of Rs. 1,12,734/- . Committee approved.

  
(Dr. K.S.ESWARA RAO)  
IQAC COORDINATOR



  
(Dr. CH.S NAGA PRASAD)  
CHAIRMAN, IQAC  
Principal  
Dadi Institute of  
Engineering & Technology  
ANAKAPALLE - 531 002.



# DADI INSTITUTE OF ENGINEERING AND TECHNOLOGY

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An ISO 9001:2008; ISO 14001:2004 & OHSAS 18001:2007 Certified Institution

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Mobile: +91 9963981111, Website: www.diet.edu.in, E-mail: info@diet.edu.in

Date: 08-01-2020

## Internal Quality Assurance Cell (IQAC)

### IQAC Meeting dated 08-01-2020

The Meeting of IQAC committee was held on 8th January 2020 (Wednesday) at 09:30 AM at Conference Hall-1. The following members were present.

S.No	Name and Designation of the Member	Position in IQAC	Signature
1	Prof. Ch. S. Naga Prasad, Principal	IQAC Chairman	
2	Prof. K.Rama Rao ,Dean Administration	Senior Administrative Officers	
3	Mr. P.Srinivas, Administrative Officer	Senior Administrative Officers	
4	Dr. P.B. Ram Kumar,HOD, Dept Of MBA	Faculty Members	
5	Dr. K. Kannam Naidu, HOD,Dept Of CIVIL	Faculty Members	
6	Dr. L . Prasanna Kumar,HOD,Dept Of CSE	Faculty Members	
7	Dr. CH.Prabhakara Rao, HOD, Dept Of H&BS	Faculty Members	
8	Mr. B. Raja Rao, HOD, DEPT OF ECE	Faculty Members	
9	Sri BT Rama Krishna Rao, HOD, Dept Of EEE	Faculty Members	
10	Mr. A Kiran Kumar, NSS Programme Officer	Faculty Members	
11	Sri Dadi Ratnakar, Chairman Of the Institution	Member from Management	
12	Dr. G.Rama Murthy	Nominee From Local Society	
13	MS. M.Bhavana, IV B.Tech(ECE)	Nominee From Students	
14	Mr. B. Nikhil Kumar, MBA, Research Analyst, Google Gurgaon	Nominee From Alumni	
15	Ms. K. Nirmala, B.Tech, ECE, TCS,Chennai	Nominee From Alumni	
16	Mr. Ch.Srinadh, M.D; Sri Gopal Automotives Ltd, Vizag	Nominee From Industrialists/ Employers	
17	Dr. K. S. Eswara Rao, Vice Principal	Co-ordinator of the IQAC	

IQAC Chairman





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Date: 28-04-2020

## Internal Quality Assurance Cell (IQAC)

### IQAC Meeting dated 28-04-2020

The Meeting of IQAC committee was held on 28th April 2020 (Tuesday) at 09:30 AM at Conference Hall-1. The following members were present.

S.No	Name and Designation of the Member	Position in IQAC	Signature
1	Prof. Ch. S. Naga Prasad, Principal	IQAC Chairman	
2	Prof. K.Rama Rao, Dean Administration	Senior Administrative Officers	
3	Mr. P.Srinivas, Administrative Officer	Senior Administrative Officers	
4	Dr. P.B. Ram Kumar, HOD, Dept Of MBA	Faculty Members	
5	Dr. K. Kannam Naidu, HOD, Dept Of CIVIL	Faculty Members	
6	Dr. L. Prasanna Kumar, HOD, Dept Of CSE	Faculty Members	
7	Dr. CH.Prabhakara Rao, HOD, Dept Of H&BS	Faculty Members	
8	Mr. B. Raja Rao, HOD, DEPT OF ECE	Faculty Members	
9	Sri BT Rama Krishna Rao, HOD, Dept Of EEE	Faculty Members	
10	Mr. A Kiran Kumar, NSS Programme Officer	Faculty Members	
11	Sri Dadi Ratnakar, Chairman Of the Institution	Member from Management	
12	Dr. G.Rama Murthy	Nominee From Local Society	
13	MS. M.Bhavana, IV B.Tech(ECE)	Nominee From Students	
14	Mr. B. Nikhil Kumar, MBA, Research Analyst, Google Gurgaon	Nominee From Alumni	
15	Ms. K. Nirmala, B.Tech, ECE, TCS, Chennai	Nominee From Alumni	
16	Mr. Ch.Srinadh, M.D; Sri Gopal Automotives Ltd, Vizag	Nominee From Industrialists/ Employers	
17	Dr. K. S. Eswara Rao, Vice Principal	Co-ordinator of the IQAC	

IQAC Chairman

## DADI INSTITUTE OF ENGINEERING AND TECHNOLOGY

**The following IQAC Committee met on 28<sup>th</sup> April, 2020 (Tuesday) at 9.30 A.M at Conference Hall-2 regarding IQAC functioning and procedure during the academic year 2019-2020**

1	Chairman of the IQAC	Prof. Dr Ch. S. Naga Prasad, Principal
2	Senior Administrative Officers	Prof. K.Rama Rao ,Dean Administration Mr. P.Srinivas, Administrative Officer
3	Faculty Members	Dr. P.B. Ram Kumar,HOD, Dept Of MBA Dr. K. Kannam Naidu, HOD,Dept Of CIVIL Dr. L . Prasanna Kumar,HOD,Dept of CSE Dr. Ch.Prabhakara Rao, HOD, Dept Of H&BS Mr. B. Raja Rao, HOD,Dept of ECE Mr B.T. Rama Krishna Rao, HOD, Dept Of EEE Mr. A Kiran Kumar, NSS Programme Officer
4	Member From The Management	Sri Dadi Ratnakar, Chairman of the Institution
5	Nominee From Local society/ Students/Alumni	Dr. G.Rama Murthy MS. M.Bhavana, IV B.Tech(ECE) Mr. B. Nikhil Kumar, MBA, Research Analyst, Google Gurgaon Ms. K. Nirmala, B.Tech, ECE, TCS,Chennai
6	Nominee From Industrialists/ Employers	Mr. Ch.Srinadh, M.D, Sri Gopal Automotives Ltd, Vizag
7	Coordinator of the IQAC	Dr. K. S. Eswara Rao, Vice Principal

**The minutes of the IQAC committee Meeting is herewith enclosed**

**IQAC Coordinator read out the Compliances of the resolutions taken in the previous IQAC meeting**

1. Commenced Campus Recruitment Training (CRT) Classes for III B.Tech Students from 25<sup>th</sup> Nov 2019 to 11<sup>th</sup> Jan 2020 i.e 40 days with 120 hrs by COIGN for CSE and ECE and By FACE for EEE and CIVIL.
2. Conducted a six day workshop on "Revit Architecture" for IV B.Tech Civil students in association with APSSDC from 27-01-2020 to 01-02-2020 by Department of CIVIL
3. Conducted a three day workshop on "SQL" for IV B.Tech CSE students in association with APSSDC from 27-01-2020 to 29-01-2020 by Department of CSE.
4. Donated the amount Rs. 8,200/- , left over cloths, books collected from students to the orphanage children by our DIET NSS UNIT.
5. Implemented Fast Tags for five of our college buses that travel through toll gates.
6. Procured and installed the latest software for language lab in view of the change in syllabus with a cost of Rs. 1,20,000/-.



7. Applied grant for "ATAL Innovation and Incubation Centre" on 31<sup>st</sup> Jan 2020.
8. Subscribed 50 periodicals for the academic year 2020-21 worth of Rs. 1,12,734/- and also subscribed Tayer & Francis online Journals through JNTUA e- Journals consortium for the academic year 2020-21 with a budget of Rs. 78,000/-
9. For NBA Process, the time is extended up to 6 P.M on every Wednesday.
10. Conducted Parent-Teacher meet for II B.Tech students on 1<sup>st</sup> Feb 2020.
11. Procured one LCD Projector for MBA class Room.
12. Procured batteries in computer labs with a cost of Rs. 37,815/-.
13. Conducted a six day workshop on "Python" for III B.Tech students from 3<sup>rd</sup> Feb 2020 in association with APSSDC.
14. Conducted Entrepreneurship Development Programme for IV B.Tech and MBA students by ISTE Professional body on 12<sup>th</sup> Feb 2020 from 11 am to 1 P.M.
15. Procured Text books and general books with a cost of Rs. 9,424/- in Library
16. Conducted a guest Lecture on " Applications in Water Resources Engineering" for III B.Tech Civil students on 17-02-2020 by Dr. Ch. Ramesh Naidu, Professor, GVP College of Engineering, Visakhapatnam
17. Conducted "National Science Day Celebrations" on 28<sup>th</sup> Feb 2020 in the inaugural function of "VIBRANT DIET- 2020"
18. Conducted "VIBRANT DIET 2020" Annual Day Celebrations on 28<sup>th</sup> and 29<sup>th</sup> Feb 2020 in a grand success. In Inaugural Session on 28<sup>th</sup> Feb 2020, Sri TSN Murthy graced the occasion as chief Guest and Hon'ble Anakapalle MP Smt K. Venkata Satyavathi and Anakapalle MLA Sri G. Amaranadh graced the occasion as Guests of Honour. In valedictory session on 29<sup>th</sup> Feb 2020, Reshma Reddy, IPS, ASP, Narsipatnam graced the Chief Guest and Geetha Madhuri, Movie Play Back Singer graced the occasion as Gust of Honour.
19. Conducted "Miracle software Systems" On Campus Drive for all departments on 12<sup>th</sup> Feb 2020. 19 members are placed.
20. Conducted Bishma Bore well Technologies on Campus Drive for Diploma and B.Tech ECE, CIVIL and EEE on 20-02-2020.
21. Started ECET Coaching classes for III DECE students from 5<sup>th</sup> March 2020.
22. Conducted a Two day workshop on "IOT" on 4<sup>th</sup> and 5<sup>th</sup> March 2020 by Project Review Committee in association with ISTE for I B.Tech Students as a part of DSIM-2k20.
23. Conducted passport Mela on 6-03-2020. Visakhapatnam Pass port Manager Mr. Rupesh visited our Institute and explained how to apply the passport and its uses. Celebrated International Women's Day on 7-3-2020. Mrs. Smrite Bhatia, Mrs. India 2019-20 and Mrs. Farazana Begum, Fitness couch & Cancer survivor graced the occasion as chief Guest and Guest of Honour.

1. In view of COVID-19 pandemic situation, conducted online classes. Review on students attendance and syllabus coverage
2. Review on Final B.Tech and MBA project works
3. Preparedness and readiness for webinars, moodles, NPTEL like online "Learning Management System technology" to students in coming scenario
4. Discussion on implementation of E- Resources
5. Review on Syllabus coverage and readiness of students for writing the examinations
6. Discussion on precautionary measures to be taken at the time of class work after lockdown to make our campus as COVID-19 free zone
7. Review on paper publications and online certifications completed and also ongoing by the faculty and students
8. Participation in online FDPs organizing by IITs
9. Library Committee recommended to procure the text books and reference books R-19 B.Tech 2<sup>nd</sup> Year I sem, MBA II year I Sem, Diploma I year
10. Department of CSE proposed to conduct online classes on "Python" (Python basics to Advanced concepts) for present 3<sup>rd</sup> year B.Tech CSE students from 28<sup>th</sup> April 2020 to 31<sup>st</sup> May 2020
11. Review on mentoring work and motivation of students for betterment by mentors and class teachers
12. Review on admissions work for the academic year 2020-21

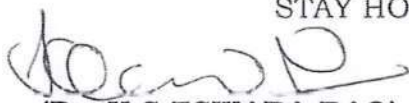
### **RESOLUTIONS**


1. In view of COVID-19 pandemic situation, Committee resolved to conduct online classes for B.Tech , M.Tech M.B.A and Diploma through on line zoom apps, google apps etc. with immediate effect.
2. Resolved to conduct online project reviews for both B.Tech and M.B.A
3. Resolved to attend webinars, FDPs, Guest Lectures etc in this lockdown period by all the staff members to improve their technical skills
4. All HODs and faculty are instructed to motivate the students towards online classes in the present scenario
5. All the mentors are instructed to motivate the students regularly to attend the on line classes and also talk to their parents regarding on line classes.



6. Committee resolved that staff shall publicize the precautionary measures to be taken to overcome the COVID-19.
7. Reviewed on paper publications and online certifications completed and also ongoing by the faculty and students
8. Resolved to Participate in online FDPs organizing by IITs
9. Approved to procure the text books and reference books R-19 B.Tech 2<sup>nd</sup> Year I sem, MBA II year I Sem, Diploma I year
10. IQAC Committee approved to conduct online classes on "Python" (Python basics to Advanced concepts) for present 3<sup>rd</sup> year B.Tech CSE students from 28<sup>th</sup> April 2020 to 31<sup>st</sup> May 2020
11. Reviewed on mentoring work and motivation of students for betterment by mentors and class teachers
12. Reviewed on admissions work for the academic year 2020-21
13. In other matters,
  - i). Resolved to conduct online project reviews for both B.Tech and M.B.A
  - ii). Resolved to attend webinars, FDPs, Guest Lectures etc in this lockdown period by all the staff members to improve their technical skills.
  - iii). All HODs and faculty are instructed to motivate the students towards online classes in the present scenario
  - iv). All the mentors are instructed to motivate the students regularly to attend the on line classes and also talk to their parents regarding on line classes.
  - v). Committee resolved that staff shall publicize the precautionary measures to be taken to overcome the COVID-19.

STAY HOME- STAY SAFE

  
(Dr. K.S.ESWARA RAO)  
IQAC COORDINATOR

  
(Dr. CH.S NAGA PRASAD)  
CHAIRMAN, IQAC

Principal  
Dadi Institute of  
Engineering & Technology,  
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## Internal Quality Assurance Cell (IQAC)

### Action Taken Report of IQAC Meeting held in July 2019

(Academic Year: 2019-2020)

S.NO.	Agenda Point	Action Taken Report
1	Review on feedback of a six day FDP on Outcome Based Education	Conducted a six day Faculty Development Programme on "Outcome Based Education" from 27th May 2019 to 1st June 2019 successfully in association with NIT, Warangal.
2	NSS Committee proposes to conduct Driving test mela after 15th June 2019	Conducted Driving Test Mela in the college premises by the NSS Unit .
3	NSS Committee proposes to depute one faculty from each department as NSS Coordinators.	Nominated one faculty from each department to look after the activities of NSS from as NSS coordinators.
4	DIET Literary and cultural club (DLCC) is planning to conduct singing competition and music concert by SAC team on the eve of World Music day on 21st June, 2019.	Singing competition and music concert was conducted on the world music day on 21 <sup>st</sup> june ,2019 by the DLCC.
5	TPO is proposing to conduct Campus Recruitment Training (CRT) classes for all branches of IV B.Tech students in I semester.	Campus recruitment Training classed for IV.B.Tech students were conducted
6	Department of CSE proposed for the students registrations for CSI student branch membership of 240 student by the august month.	Student registrations for the CSI Students branch membership for 240 students was done and all of them got registered.
7	Department of ECE proposed to conduct industrial visit to Doppler weather Radar Station at Visakhapatnam scheduled on last week of the August 2019.	Visited the Doppler weather Radar Station at Visakhapatnam in the month of August 2019.
8	Department of CIVIL proposed to conduct a workshop On " Revit Architecture" for III B.Tech students in association with APSSDC from 26- 08-2019 to 31-08-2019	Workshop on " Revit Architecture" for III B.Tech students in association with APSSDC was conducted by the Department of civil engineering from 26-08-2019 to 31-09-2019
9	DIET NSS Unit proposes to conduct activities on "Water Conservation" as a	"Water conservation day was conducted by the NSS unit .



	theme for the month of August, 2019	
10	Department of EEE proposed to conduct a six day workshop on "IOT-its applications" in association with APSSDC for III B.Tech EEE students in the third week of Sept, 2019.	A six day workshop on " IOT-its applications" in association with APSSDC for III B.Tech EEE students in the 4th week of Sept,2019 approved by academic committee is postponed to next semester due to non availability of slots by APSSDC.
11	Department of ECE proposed to conduct a six day workshop on "PCB Design (software)" for II B.Tech ECE from 16-09-19 to 18-09-19 and for III Diploma ECE from 19-09-19 to 21-09-19 in association with APSSDC.	Conducted a six day workshop on "PCB Design (software)" for II B.Tech ECE students by Department of ECE from 16-09-2019 to 18-09-2019 and for III Diploma ECE from 19-09-2019 to 21-09-2019.
12	Department of CSE proposed to conduct a six day workshop on "Programming Content & Challenges (Coding Training)" to II B.Tech CSE students from 16-09-2019 to 21-09-2019 in association with APSSDC. 40.Department of CSE proposed to celebrate.	Conducted 'programming content & Challenges (coding training) for the II B.Tech CSE students from 16-09-2019 to 21-09-2019.



*(Handwritten Signature)*

**PRINCIPAL**  
**Dadi Institute of**  
**Engineering & Technology**  
 ANAKAPALLE - 531 002

**Chairperson**  
**IQAC**

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## Internal Quality Assurance Cell (IQAC)

### Action Taken Report of IQAC Meeting held in October 2019

(Academic Year: 2019-2020)

S.NO.	Agenda Point	Action Taken Report
1	Status of Professional Bodies memberships in respective departments	Till now, 764 students from different branches have registered as memberships in various professional bodies like IEEE, ISTE, IIE, IETE and CSI.
2	Review on syllabus coverage for odd semester and remedial measures taken to improve the result of backlog students.	Remedial classes conducted for the backlog students.
3	Department of CSE proposed to conduct a workshop on “ Problem solving & Programming with ‘C’ in the month of Dec,2019	Conducted workshop on “ Problem solving & Programming with ‘C’.
4	Department of ECE proposed to conduct ECE department day on 12-12-2019 on the occasion of Robert Noyce Birth day. On the day, proposed to conduct i)A Guest lecture by eminent scientist/ professor ii) Intra departmental technical events competitions for B.Tech students	Department of ECE has conducted “ECE Departmental Day” on the occasion of “Robert Noyce birth day” on 12-12-2019. Prof. Ch. Srinivasa Rao, JNTUK (UCEV), graced the occasion as Chief Guest.
5	Internal Complaint Committee (ICC) proposed to conduct one day “Health Awareness Programme “for girl students in the month of Dec 2019.	Conducted “Health Awareness Programme “for girl students
6	Games and sports Committee proposed to conduct JNTUK Inter University selections for Valley ball, Kabaddi, Kho-kho in our college campus. All courts are with readiness for conducting the event.	Conducted JNTUK Inter University selections for Valley ball, Kabaddi, Kho-kho in college campus.
7	NSS Committee proposed to conduct a	Special camp was conducted



	special camp at adopted villages by end of the November 2019 after completion of B.Tech I- Sem Exams	
8	Project Review Committee (PRC) proposed that (i) All the faculty should submit their ideas for patents by 30-11-2019 (ii) All the faulty should submit paper to Scopus Indexed Journal and proof of submission should be submitted by 30-11-2019	Submitted the ideas for patents and Scopus indexed journals along with proofs
9	Department of CSE proposed to conduct a six day workshop on "Problem solving & Programming with C" from 16th Dec to 21th Dec 2019 in association with APSSDC.	Conducted a six day workshop on "Problem solving & Programming with C" from 16th Dec to 21th Dec 2019 in association with APSSDC
10	Department of H& BS proposed to conduct Mathematics day celebrations on 21st Dc 2019 instead of 22n Dec, 2019 as it falls on Sunday.	Mathematics day was conducted at the department on 22 <sup>nd</sup> Dec 2019.
11	Internal Complaint Committee (ICC) is planning to conduct "Health awareness Programme" for girl students on 15th Dec 2019 with a speaker Dr. Ch. Sailaja, M.S ( OBG), Gynaecologist.	"Health awareness Programme" for girl students on 15th Dec 2019 was conducted by ICC members.
12	NSS Unit proposed a theme of December month as "Go Green Awareness Programme".	"Go Green Awareness Programme" camp conducted by NSS unit.



*[Handwritten Signature]*  
**PRINCIPAL**  
**Dadi Institute of**  
**Engineering & Technology**  
 ANAKAPALLE - 531 002

**Chairperson**  
**IQAC**



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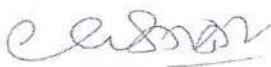
## Internal Quality Assurance Cell (IQAC)

### Action Taken Report of IQAC Meeting held in January 2020

(Academic Year: 2019-2020)

S.NO.	Agenda Point	Action Taken Report
1	Department of CIVIL proposed to conduct a six day workshop on "Revit Architecture" for IV B.Tech students in association with APSSDC from 27- 01-2020 to 01-02-2020.	Conducted a six day workshop on "Revit Architecture" for IV B.Tech Civil students in association with APSSDC from 27-01-2020 to 01-02-2020 by Department of CIVIL
2	Department of CSE proposed to conduct a three day workshop on "SQL" for IV B.Tech CSE students in association with APITA from 27th Jan to 29th Jan 2020.	Conducted a three day workshop on "SQL" for IV B.Tech CSE students in association with APSSDC from 27-01-2020 to 29-01-2020 by Department of CSE.
5	Department of Training and Placement proposes to conduct Bishma Bore well Technologies On-Campus Drive for Diploma and B.Tech ECE,CIVIL and EEE.	Conducted Bishma Bore well Technologies on Campus Drive for Diploma and B.Tech ECE, CIVIL and EEE on 20-02-2020.
6	Internal Complaint Committee (ICC) proposed to celebrate "International Women's Day 2020" on 7th March 2020 since 8th March falls on Sunday with the budget of Rs.	Conducted "International Women's Day 2020" on 7th March 2020.
7	Internal Complaint Committee (ICC) proposed to conduct a rally – WALK FOR WOMEN on 7th March 2020.	Conducted a rally – WALK FOR WOMEN on 7th March 2020 on the eve of "International women's day"
8	Project Review Committee proposes to organize EPIC-2020- National Conference on Edge Computing, Process Automation through Robotics, Industry 4.0 & Cognitive Technology.	Organized EPIC 2020 National Conference on Edge Computing, Process Automation through Robotics, Industry 4.0 & Cognitive Technology.



  
PRINCIPAL  
Dadi Institute of  
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Chairperson  
IQAC





# DADI INSTITUTE OF ENGINEERING & TECHNOLOGY

(Approved by A.I.C.T.E., New Delhi & Affiliated to JNTUK, Kakinada)

NAAC Accredited Institute and Inclusion under Section 2(f) of UGC Act

An ISO 9001:2008; ISO 14001:2004 & OHSAS 18001:2007 Certified Institution

NH-16, Anakapalle – 531002, Visakhapatnam, A.P.

Mobile: +91 9963981111, Website: [www.diet.edu.in](http://www.diet.edu.in), E-mail: [info@diet.edu.in](mailto:info@diet.edu.in)

## Internal Quality Assurance Cell (IQAC)

### Action Taken Report of IQAC Meeting held in April 2020

(Academic Year: 2019-2020 )

S.No.	Agenda Point	Action Taken Report
1	Review on online classes.	In view of COVID-19 pandemic situation, conducted online classes.
2	Review on paper publications and online certifications completed and also ongoing by the faculty and students	Faculty published the papers on Scopus journals
3	Participation in online FDPs organizing by IITs	Faculty participated in FDPs.
4	Department of CSE proposed to conduct online classes on "Python" ( Python basics to Advanced concepts) for present 3rd year B.Tech CSE students from 28th April 2020 to 31st May 2020	Conducted Python" ( Python basics to Advanced concepts) for present 3rd year B.Tech CSE students.



PRINCIPAL  
Dadi Institute of  
Engineering & Technology  
ANAKAPALLE - 531 002

Chairperson  
IQAC



# Dadi Institute of Engineering and Technology

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NH-16, Anakapalle, Visakhapatnam-531002, Andhra Pradesh

## Internal Quality Assurance Cell (IQAC)

Date: 01-07-2020.

### IQAC Meeting Notice July 2020

A meeting of IQAC Committee is convened on 04th July 2020 (Sat) at 10:00 AM at Conference Hall-1 to discuss the following agenda.

1. Discussion on Online Class work
2. Discussion on Mentoring by Faculty
3. Discussion on Coursera Certification Courses for Faculty and Students.
4. Discussion on applying for Official Nodal Centre of Distant Learning of IIRS outreach programmes organised by IIRS-ISRO, Govt of India.

All the members of IQAC are requested to attend the meeting and share their expertise.

**Chairperson IQAC**

Circulation among the IQAC Committee Members

S.No	Name and Designation of the Member	Position in IQAC
1	Dr J BABU, Principal	Chairperson
2	Dr K Easwar Rao, Vice Principal	Co-Ordinator - Member Secretary
3	Shri Dadi Ratnakar, Chairman DIET	Member Management
4	Mr Ch Srinadh, MD, Gopal Automotives	Member Industry
5	Dr G Rama Murthy, General Physician	Member- Local Body
6	Mrs S Yashoda Devi	Member Parent
7	Dr K Sujatha, PRC Convenor	Member Administration
8	Mr Sunil Kumar, TPO	Member Administration
9	Mr AVSN Varma, OIE	Member Administration
10	Dr Ch Prabhakar Rao HOD S&H	Member Administration
11	Dr L Prasanna Kumar HOD CSE	Member Administration
12	Dr B Raja Rao HOD ECE	Member Administration
13	Mr BT Rama Krishna HOD EEE	Member Administration
14	Mr N Ramu HOD Civil	Member Administration
15	Dr P B Ram Kumar HOD MBA	Member Administration
16	Mr P Srinivas, Administrative Officer	Member Administration
17	Mr A Kiran Kumar, NSS Program Officer	Member Administration
18	Ms M Bhavana	Member Alumni
19	Ms S Sri Lekha	Member Student





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NH-16, Anakapalle, Visakhapatnam-531002, Andhra Pradesh

## Internal Quality Assurance Cell (IQAC)

### Minutes of IQAC Meeting dated 04-07-20

The Meeting of IQAC committee was held on 04th July 2020 (Sat) at 10:00 AM at Conference Hall-1. The following members were present.

S.No	Name and Designation of the Member	Position in IQAC
1	Dr J BABU, Principal	Chairperson
2	Dr K Easwar Rao, Vice Principal	Co-Ordinator - Member Secretary
3	Shri Dadi Ratnakar, Chairman DIET	Member Management
4	Dr G Rama Murthy, General Physician	Member-Local Body
5	Mr Ch Srinadh, MD, Gopal Automotives	Member Industry
6	Mrs S Yashoda Devi	Member Parent
7	Dr K Sujatha, PRC Convenor	Member Administration
8	Mr Sunil Kumar, TPO	Member Administration
9	Mr AVSN Varma, OIE	Member Administration
10	Dr Ch Prabhakar Rao HOD S&H	Member Administration
11	Dr L Prasanna Kumar HOD CSE	Member Administration
12	Dr B Raja Rao HOD ECE	Member Administration
13	Mr BT Rama Krishna HOD EEE	Member Administration
14	Mr N Ramu HOD Civil	Member Administration
15	Dr P B Ram Kumar HOD MBA	Member Administration
16	Mr P Srinivas, Administrative Officer	Member Administration
17	Mr A Kiran Kumar, NSS Program Officer	Member Administration
18	Ms M Bhavana	Member Alumni
19	Ms S Sri Lekha	Member Student

Dr K S Eswar Rao, IQAC Co-Ordinator has welcomed all the members to the meeting at 10:00 AM. Before proceeding to the agenda, the IQAC Co-Ordinator introduced all the members and placed the following agenda of items for discussion, ratification/approval and suggestions.

#### **1. Discussion on Online Class work**

IQAC Co-Ordinator requested the IQAC Chairperson to discuss about Online Class work for students. IQAC Chairperson has elaborated about the Online class work, which is going on due to Covid-19. He has also informed that all the faculty members are to be ready to start the 2020-2021 academic year classwork, which has been delayed due to Covid-19. Members have expressed their satisfaction about the online class work progress. Few members have suggested that, important questions, answers are to be provided to students.



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Date: 04-07-20

## Internal Quality Assurance Cell (IQAC)

### IQAC Meeting dated 04-07-20

The Meeting of IQAC committee was held on 04th July 2020 (Saturday) at 10:00 AM at Conference Hall-1. The following members were present.

S.No	Name and Designation of the Member	Position in IQAC	Signature
1	Dr J BABU, Principal	IQAC Chairperson	
2	Dr K Easwar Rao, Vice Principal	Co-Ordinator - Member Secretary	
3	Shri Dadi Ratnakar, Chairman DIET	Member Management	
4	Dr K Sujatha, PRC Convenor	Member Administration	
5	Mr Sunil Kumar, TPO	Member Administration	
6	Mr AYSN Varma, OIE	Member Administration	
7	Dr Ch Prabhakar Rao HOD S&H	Member Administration	
8	Dr L Prasanna Kumar HOD CSE	Member Administration	
9	Dr B Raja Rao HOD ECE	Member Administration	
10	Mr BT Rama Krishna HOD EEE	Member Administration	
11	Mr N Ramu HOD Civil	Member Administration	
12	Dr P B Ram Kumar HOD MBA	Member Administration	
13	Mr P Srinivas, Administrative Officer	Member Administration	
14	Mr A Kiran Kumar, NSS Program Officer	Member Administration	
15	Mr Ch Srinadh, MD, Gopal Automotives	Member Industry	
16	Dr G Rama Murthy	Member Local Society	
17	Ms M Bhavana	Member Alumni	
18	Ms S Sri Lekha	Member Student	
19	Mrs S Yashoda Devi	Member Parent	

Chairperson IQAC





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Date: 21-11-20.

## Internal Quality Assurance Cell (IQAC)

### IQAC Meeting Notice

November 2020

A meeting of IQAC Committee is convened on 28th Nov 2020 (Sat) at 10:00 AM at Conference Hall-1 to discuss the following agenda.

1. To conduct Orientation/ Motivation Sessions for the newly joined students for the academic year 2020-21
2. Discussion on Online Class work
3. Reconstitution of IQAC Committee
4. Reconstitution of R&D Cell
5. Discussion on Research Contribution of the faculty
6. Participation in MHRD ICC-2019-20 second phase contest
7. proposal from innovation centre of the institute to AICTE SPICES
8. Discussion on NAAC (AQAR) / NBA works
9. Discussion on Mentoring by Faculty
10. Discussion on Coursera Certification Courses for Faculty and Students.
11. Discussion on applying for Official Nodal Centre of Distant Learning of IIRS outreach programmes organized by IIRS-ISRO, Govt of India.
12. Discussion on Research Centre

All the members of IQAC are requested to attend the meeting and share their expertise.

All the members of IQAC are requested to attend the meeting and share their expertise.

  
Chairperson IQAC

To  
Circulation among the IQAC Committee Members



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## Internal Quality Assurance Cell (IQAC)

### Minutes of IQAC Meeting dated 28-11-2020

The Meeting of IQAC committee was held on 28th Nov 2020 (Sat) at 10:00AM at Conference Hall-1. The following members were present.

S.No	Name and Designation of the Member	Position in IQAC
1	Dr Ch. Narasimham, Principal	Chairperson
2	Dr J. Babu, Professor of ECE	Co-Ordinator -Member Secretary
3	Shri Dadi Ratnakar, Chairman DIET	Member Management
4	Mr Ch Srinadh, MD, Gopal Automotives	Member Industry
5	Dr G Rama Murthy, General Physician	Member- Local Body
6	Mrs S Yashoda Devi	Member -Parent
7	Dr K .S.Eswara Rao, Vice Principal	Member -Administration
8	Dr K Sujatha, R&D Cell Convenor	Member -Administration
9	Mr Sunil Kumar, TPO	Member -Administration
10	Mr AVSN Varma, OIE	Member -Administration
11	Dr Ch Prabhakar Rao HOD S&H	Member -Administration
12	Dr L Prasanna Kumar HOD CSE	Member -Administration
13	Dr B Raja Rao HOD ECE	Member -Administration
14	Mr BT Rama Krishna HOD EEE	Member -Administration
15	Mr N Ramu HOD Civil	Member -Administration
16	Dr P B Ram Kumar HOD MBA	Member -Administration
17	Mr P Srinivas, Administrative Officer	Member -Administration
18	Mr A Kiran Kumar, NSS Program Officer	Member -Administration
19	Ms M Bhavana	Member- Alumni
20	Ms S Sri Lekha	Member -Student

Dr J. Babu, IQAC Co-coordinator has welcomed all the members to the meeting at 10:00 AM.

Before proceeding to the agenda, the IQAC Co-Ordinator introduced all the members and placed the following agenda of items for discussion, ratification/approval and suggestions.

1. IQAC resolved to conduct motivation session/personality Development programme for I year admitted students in the month of December,2020.
2. IQAC Co-ordinator requested the IQAC Chair person to discuss about Online Class work for students.IQAC Chairperson has elaborated about the Online class work, which is going on due to Covid-19. He has also informed that all the faculty members are to be ready to start the 2020-2021 academic year classwork, which has been delayed due to Covid-19. Class works are conducting



online by Google g-suite platform from 17<sup>th</sup> Aug, 2020 successfully and collected feedback from students. And plan to circulate lab manuals useful in virtual labs for practical exposure. Members have expressed their satisfaction about the online class work progress. Few members have suggested that, important questions, answers are to be provided to students.

3. IQAC Committee approved to reconstitute the IQAC Composition w.e.f November 2020 as per NAAC norms

4 IQAC Committee approved to merge the Project Review Committee into Research and Development Cell (R& D) Dr. K.Sujatha, Professor of CSE is nominated as Coordinator of the R&D Cell.

5. IQAC Committee instructed all faculty to publish one paper in UGC by 30<sup>th</sup> November, 2020 and one paper in Scopus by 30<sup>th</sup> Jan, 2021 by all the faculty for the academic year 2020-21

6. IQAC Committee suggested faculty and students to submit the ideas/ prototypes to MHRD ICC-2019-20 second phase contest

7. IQAC Committee suggested that submitting one proposal from innovation centre of the institute to AICTE SPICES

8. IQAC Committee has discussed on preparedness and plans for NAAC/NBA accreditation

- i) Assigned the work to staff that CO-PO attainment for the A.Y. 2019-20 to all the faculty members.
- ii) New format will be prepared for CO-PO attainment basing on examination parameters.

9. Discussed on mentoring by faculty. IQAC Co-ordinator requested HODs to discuss about Mentoring duties executed by the respective faculty members. HODs have elaborated about the Student Mentoring process adopted by their faculty members. Faculty members have been calling the students and their parents on every week end, due to which the students online classes attendance is also good.

10. Discussion on Coursera Certification Courses for Faculty and Students. IQAC Co-Ordinator has elaborated about the importance of Coursera Certification Courses in improving the academic standards of faculty and students. Some of the faculty members are undergoing the completion of Coursera Certification Courses. Members suggested that students should be guided to complete these Coursera Certification Courses.

11. Discussed on applying for Official Nodal Centre of Distant Learning of IIRS outreach programmes organised by IIRS-ISRO, Govt of India. IQAC Co-ordinator requested the IQAC Chairperson to discuss about the applying for Official Nodal Centre for Distant Learning of IIRS outreach programmes organised by IIRS-ISRO, Govt of India. IQAC Chairperson has discussed about the benefits of IIRS outreach programmes and the importance of ISRO Nodal Centre. The committee has accepted to appoint Dr K Sujatha, Professor of CSE as Co-ordinator for Registration for Indian Institute of Remote Sensing, ISRO.

12. IQAC Committee resolved to apply "Research Centre" for Departments of CSE and ECE

A handwritten signature in black ink, consisting of a large, stylized letter 'N' with a horizontal line extending to the right, ending in a small loop.

**Chairperson IQAC**





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Date: 28-11-2020

## Internal Quality Assurance Cell (IQAC)

### IQAC Meeting dated 28-11-2020

The Meeting of IQAC committee was held on 28th November 2020 (Saturday) at 10:00 AM at Conference Hall-1. The following members were present.

S.No	Name and Designation of the Member	Position in IQAC	Signature
1	Dr Ch. Narasimham, Principal	Chairperson	
2	Dr J. Babu, Professor of ECE	Co-Ordinator -Member Secretary	
3	Shri Dadi Ratnakar, Chairman DIET	Member Management	
4	Mr Ch Srinadh, MD, Gopal Automotives	Member Industry	
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6	Mrs S Yashoda Devi	Member -Parent	
7	Dr K .S.Eswara Rao, Vice Principal	Member -Administration	
8	Dr K Sujatha, R&D Cell Convenor	Member -Administration	
9	Mr R Sunil Kumar, TPO	Member -Administration	
10	Mr A/SN Varma, OIE	Member -Administration	
11	Dr Ch Prabhakar Rao HOD S&H	Member -Administration	
12	Dr L Prasanna Kumar HOD CSE	Member -Administration	
13	Mr K Jogi Naidu ECE	Member -Administration	
14	Mr Ch Nookesh HOD EEE	Member -Administration	
15	Mr N Ramu HOD Civil	Member -Administration	
16	Dr P B Ram Kumar HOD MBA	Member -Administration	
17	Mr P Srinivas, Administrative Officer	Member -Administration	
18	Mr A Kiran Kumar, NSS Program Officer	Member -Administration	
19	Ms M Bhavana	Member- Alumni	
20	Ms S Sri Lekha	Member -Student	

Chairperson IQAC



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## Internal Quality Assurance Cell (IQAC)

Date: 14-03-2021.

### **IQAC Meeting Notice March 2021**

A meeting of IQAC Committee is convened on 21<sup>st</sup> March 2021 (Sat) at 10:00 AM at Conference Hall-1 to discuss the following agenda and compliances of the previous IQAC meeting held On 28<sup>th</sup> Nov 2020.

1. Discussion on internships and minor projects
2. Review on workforce groups and GATE classes
3. Discussion on Campus Recruitment Classes
4. Submission of NIRF Ranking 2021
5. Establishment of "Industry Center of Excellence (ICE)" in our Institute
6. Preparation of institutional Academic Colander for the A.Y 2020-21
7. Review on Results Analysis
8. Review on Submission of NIRF Ranking
9. Submission of feedback from stakeholders
10. Review on 100 point AICTE Activity
11. Discussion on 2020-2021 Academic Year Online Class work
12. Discussion on NPTEL Certification Courses for Faculty and Students.
13. Discussion on R20 Regulations of JNTU Kakinada.
14. Discussion on New B.Tech Programmes introduced from 2020-2021 Academic Year

All the members of IQAC are requested to attend the meeting and share their expertise.

**Chairperson IQAC**

**Circulation among the IQAC Committee Members**





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## Internal Quality Assurance Cell (IQAC)

### Minutes of IQAC Meeting dated 21-03-2021

The Meeting of IQAC committee was held on 21<sup>st</sup> March 2021 (Sat) at 10:00 AM at Conference Hall-1. The following members were present.

S.No	Name and Designation of the Member	Position in IQAC
1	Dr Challa Narasimham, Principal	Chairperson
2	Dr J BABU, Professor of ECE	Co-Ordinator -Member Secretary
3	Shri Dadi Ratnakar, Chairman DIET	Member Management
4	Dr G Rama Murthy, General Physician	Member-Local Body
5	Mr Ch Srinadh, MD, Gopal Automotives	Member Industry
6	Mrs S Yashoda Devi	Member Parent
7	Dr K S Eswara Rao, Vice Principal	Member Administration
8	Dr K Sujatha, R&D Cell Convenor	Member Administration
9	Mr Sunil Kumar, TPO	Member Administration
10	Mr AVSN Varma, OIE	Member Administration
11	Dr Ch Prabhakar Rao HOD S&H	Member Administration
12	Dr L Prasanna Kumar HOD CSE	Member Administration
13	Mr K Jogi naidu ECE	Member Administration
14	Mr Ch Nookesh HOD EEE	Member Administration
15	Mr N Ramu HOD Civil	Member Administration
16	Dr P B Ram Kumar HOD MBA	Member Administration
17	Mr P Srinivas, Administrative Officer	Member Administration
18	Mr A Kiran Kumar, NSS Program Officer	Member Administration
19	Ms M Bhavana	Member Alumni
20	Ms S Sri Lekha	Member Student

## **Resolutions:**

- 1, Discussed on internships and minor projects. Committee resolved that all the Departments have to prepare the reports for the internships and plan for MOU with nearest industries NSTL, Pharmacy Cos, Steel plant, Brandix and other SEZ Companies.
2. Discussed on status of workforce groups and GATE classes for all the IV B.Tech Students. HODs revealed that Workforce Groups are conducting now for four days a week and also conducting GATE coaching classes. Academic Committee resolved to allot three days for workforce groups per week due to cover the other curriculum works.
3. Discussed on action plan for CRT sessions. TPO Dr. L. Ramesh revealed that on request of English faculty to conduct in house training for B.Tech and MBA students with language club and Maths faculty, H& BS HOD gave the list of English and Maths staff members who shall take up the classes for communication skills and soft skills, Aptitude etc., and resolved to start the classes from the first week of Dec, 2020.
4. IQAC has been registered our Institute in NIRF 2021 participation. IQAC Coordinator Dr. J. Babu informed that collect the required data as soon as possible for submission of NIRF ranking 2020.
5. Discussed on Establishment of "Industry Center of Excellence (ICE)" in our Institute by ink marked the MOU with Edu-skills and ISTE on 6<sup>th</sup> Dec 2020 with a budget of Rs. 68,735/-
6. Committee approved the revised Institutional Academic Calendar according to Academic Calendar issued recently by JNTUK, Kakinada (Odd Semester from 02-11-2020 to 20-03-2021 and even semester from 22-03-21 to 24-07-2021 with 7 weeks per instruction period)
7. Reviewed the Results Analysis of III B.Tech II Semester and MBA IV Semester Examination Committee convener Mr. A.S.N Varma revealed that the overall % of results of III B.Tech-II Sem is 67% and MBA IV Sem is 100%. Faculties are instructed to conduct remedial classes to the backlog students
8. IQAC Coordinator revealed that the Data Capture System (DCS) for NIRF ranking is ready to submit before the last date of submission 19<sup>th</sup> Feb 2021. Committee approved to submit the DCS within three or four days after verification.
9. IQAC Committee resolved to take the student feedback from B.Tech courses in this odd semester during this A.Y 2020-21. Committee approved to take the student feedback from HODs in Department level as well as student feedback from IQAC from Institution level. Both feedbacks along with other stakeholder's feedback should be submitted to Principal Office on or before 20<sup>th</sup> Feb 2021 along with Action Taken Reports. Committee also suggested to create google form for Student Satisfaction Survey (SSS) for submission to NAAC
- 10 Discussed the assessment procedure for 100 point AICTE activity. Committee resolved that prepare the standard format for enter all the activities done by the students and recorded
11. The IQAC Chairman mentioned about the Academic Calendar of 2020-2021 Academic Year which was issued by JNTU Kakinada. IQAC Chairman has informed that the First Semester Class work of 2020-2021 Academic Year started from 17-08-2020. All the faculty members were teaching through online using Google Class Room platform. IQAC Chairman has also informed that Students were given Assignments through this Google Class Room.



12. IQAC Co-ordinator has elaborated about the importance of NPTEL Certification Courses in improving the academic standards of faculty and students. Some of the faculty members have completed NPTEL Certification Courses. Members suggested that students should be guided to complete these NPTEL Certification Courses.

13. IQAC Co-ordinator has elaborated about the R20 Regulations of JNTU Kakinada. Examinations In-Charge has explained about the examination procedure in R20 Regulations. Members have suggested to implement the Elective Courses effectively.

14. IQAC Chairman mentioned about the New B.Tech Programmes introduced from 2020-2021 Academic Year. Viz B.Tech CSE (Artificial Intelligence & Machine Learning), B.Tech CSE (Data Science). Further he mentioned that these new B.Tech Programmes will have more job opportunities. Members have congratulated the Management, Principal, Faculty for introducing these new B.Tech Programmes.

A handwritten signature in black ink, consisting of a stylized 'N' inside an oval shape, followed by a horizontal line and a small flourish.

**Chairperson IQAC**



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Date: 21-03-2021

## Internal Quality Assurance Cell (IQAC)

### IQAC Meeting dated 21-03-2020

The Meeting of IQAC committee was held on 21<sup>st</sup> March 2021 (Sat) at 10:00 AM at Conference Hall-1. The following members were present.

S.No	Name and Designation of the Member	Position in IQAC	Signature
1	Dr Challa Narasimham, Principal	Chairperson	
2	Dr J BABU, Professor of ECE	Co-Ordinator -Member Secretary	
3	Shri Dadi Ratnakar, Chairman DIET	Member Management	
4	Dr G Rama Murthy, General Physician	Member-Local Body	
5	Mr Ch Srinadh, MD, Gopal Automotives	Member Industry	
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14	Mr Ch Nookesh HOD EEE	Member Administration	
15	Mr N Ramu HOD Civil	Member Administration	
16	Dr P B Ram Kumar HOD MBA	Member Administration	
17	Mr P Srinivas, Administrative Officer	Member Administration	
18	Mr A Kiran Kumar, NSS Program Officer	Member Administration	
19	Ms M Bhavana	Member Alumni	
20	Ms S Sri Lekha	Member Student	

  
Chairperson IQAC





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## Internal Quality Assurance Cell (IQAC)

Date: 10-07-2021

### IQAC Meeting Notice JULY 2021

A meeting of IQAC Committee is convened on 17<sup>th</sup> July 2021 (Sat) at 10:00 AM at Conference Hall-1 to discuss the following agenda and compliances on previous meeting held on 21-03-2021

1. Review on AQAR 2019-2020 submission to NAAC
2. Discussion about the AQAR 2020-21 preparation
3. Discussion and approved the IQAC initiatives of fixation of attainment levels as per NAAC quality mandate for the A.Y 2020-21 and 2021-22.
4. Review on Academic and Administrative Audit
5. Discussion on IQAC Monthly Report preparation with TLMS
6. Discussion on Collection of Academic Feedback
7. Discussion on Collection of NIRF data and uploading into NIRF Portal.
8. Review on Second Semester Classwork
9. Review on Research Publications by Faculty in reputed Journals and Conferences
10. Review on Participation of faculty in Certification Courses and FDPs

All the members of IQAC are requested to attend the meeting and share their expertise.

**Chairperson IQAC**

To  
Circulation among the IQAC Committee Members



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## Internal Quality Assurance Cell (IQAC)

### Minutes of IQAC Meeting dated 17-07-2021

The Meeting of IQAC committee was held on 17th July 2021 (Sat) at 10:00 AM at Conference Hall-1. The following members were present.

S.No	Name and Designation of the Member	Position in IQAC
1	Dr Challa Narasimham, Principal	Chairperson
2	Dr J BABU, Professor of ECE	Co-Ordinator -Member Secretary
3	Sri Dadi Ratnakar, Chairman DIET	Member- Management
4	Mr Ch Srinadh, MD, Gopal Automotives	Member- Industry
5	Mrs S Yashoda Devi	Member- Parent
6	Dr G Rama Murthy	Member- Local body
7	Dr K S Eswara Rao, Vice Principal	Member- Administration
8	Dr K Sujatha, R&D Cell Convenor	Member- Administration
9	Mr R Suneel Kumar, TPO	Member- Administration
10	Mr AVSN Varma, Officer In-charge Examinations	Member- Administration
11	Dr Ch Prabhakar Rao HOD S&H	Member- Administration
12	Mrs K Komali, HOD CSE (FAC)	Member- Administration
13	Dr L Prasanna Kumar, Skill Co-Ordinator	Member- Administration
14	Dr P Poorna Priya, HOD ECE	Member- Administration
15	Mr A Krishna Nag, HOD EEE	Member- Administration
16	Mr N Ramu, HOD Civil	Member- Administration
17	Dr P B Ram Kumar HOD MBA	Member- Administration
18	Mr P Srinivas, Administrative Officer	Member- Administration
19	Mr A Kiran Kumar, NSS Program Officer	Member- Administration
20	Ms M Bhavana	Member- Alumni
21	Ms S Sri Lekha	Member -Student



IQAC Co-ordinator has placed the following agenda of items for discussion, ratification/approval and suggestions.

- Internships and MOUs have been started. MOUs with BSNL has been ink marked. Establishment of "Industry Center of Excellence (ICE)" in our Institute by ink marked the MOU with Edu-skills and ISTE on 6<sup>th</sup> Dec 2020 with a budget of Rs. 68,735/-
- Work force Groups and GATE classes are started
- CRT sessions are completed.
- Submitted NIRF ranking 2020.
- Feedback mechanism from stack holders have been collected and recorded
- Standard format has been prepared for the 100 Point Assessment programme and entered the data

### **Resolutions:**

1. Reviewed on AQAR 2019-2020 submission to NAAC. Academic Committee is the statutory body to study the AQAR by IQAC and thereby modified some of the criterion's data
2. Discussed about the AQAR 2020-21 preparation and take the action plan for submission of feedback mechanism/student satisfaction survey, academic and administrative audits.
3. Discussed and approved the IQAC initiatives of fixation of attainment levels as per NAAC quality mandate for the A.Y 2020-21 and 2021-22.
4. Academic Committee approved the IQAC proposed Academic and Administrative Audit formats. Discussed on Conduct of Academic Audit of First Semester Courses. IQAC Co-ordinator has discussed about the academic audit process for the courses of First Semester of the Academic Year 2020-2021. He has informed that Academic Audit for the courses of First Semester of the Academic Year 2020-2021 will be conducted during Last week of March 2021.
5. Discussed on IQAC Monthly Report preparation with TLMs  
IQAC Co-Ordinator has requested the IQAC Chairman to discuss about IQAC Monthly Report preparation with TLMs. IQAC Chairman has elaborated the importance of Teaching and Learning Methods (TLMs) while imparting any course to the students. He has insisted to follow the TLMs like Experiential Learning which in turn helpful to the students learning. Members have agreed to the suggestions of IQAC Chairman and appreciated the thoughts of IQAC Chairman.
6. Discussed on Collection of Academic Feedback of First Semester Courses  
IQAC Co-Ordinator has discussed about the Online Feedback collection process for the courses of First Semester of the Academic Year 2020-2021. He has informed that Online Feedback for the courses of First Semester of the Academic Year 2020-2021 will be collected during

February 2021. IQAC Committee members appreciated the Online Feedback collection process.

7. Discussed on Collection of NIRF data and uploading into NIRF Portal. IQAC Chairman has discussed about the importance of participation into NIRF 2021 Ranking. IQAC Co-Ordinator has explained about the consolidated NIRF data which has been received till date from all HODs, Convenors, department IQAC Co-Ordinators and informed that IQAC is ready to upload the NIRF data by January 2021. IQAC Committee members suggested that the participation in NIRF Rankings will be useful to the growth of the institute.
8. Reviewed on Second Semester Class work. IQAC Co-Ordinator has discussed about the Second Semester Classwork, which was started on 29-03-2021 as per JNTU Kakinada revised academic calendar. He has informed that the classwork is going on in Offline mode as there are no Covid-19 restrictions.
9. Reviewed on Research Publications by Faculty in reputed Journals and Conferences. IQAC Chairman reviewed the Research Publications by Faculty in reputed Journals and Conferences during the current academic year 2020-2021. He has emphasized about the Publications in Scopus and SCI, Web of Science Journals and Conferences. He has instructed R&D Cell Convenor to take necessary measures to improve the publications.
10. Reviewed on Participation of faculty in Certification Courses and FDPs. IQAC Chairman reviewed the Participation of faculty in Certification Courses and FDPs during the current academic year 2020-2021. He has suggested that all the Faculty members should attend the Faculty Development Programmes organized by ATAL Academy. He has also informed about the Faculty Participation in Certification Courses.



  
**Chairperson IQAC**  
PRINCIPAL  
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ANAKAPALLE - 531 002





# DADI INSTITUTE OF ENGINEERING AND TECHNOLOGY

(Approved by A.I.C.T.E., New Delhi & Permanently Affiliated to JNTUK, Kakinada)

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NH-16, Anakapalle – 531002, Visakhapatnam, A.P.

Mobile: +91 9963981111, Website: www.diet.edu.in, E-mail: info@diet.edu.in

Date: 17-07-2021

## Internal Quality Assurance Cell (IQAC)

### IQAC Meeting dated 17-07-2021

The Meeting of IQAC committee was held on 17<sup>th</sup> July 2021 (Sat) at 10:00 AM at ConferenceHall-1. The following members were present.

S.No	Name and Designation of the Member	Position in IQAC	Signature
1	Dr Challa Narasimham, Principal	Chairperson	
2	Dr J BABU, Professor of ECE	Co-Ordinator -Member Secretary	
3	Sri Dadi Ratnakar, Chairman DIET	Member- Management	
4	Mr Ch Srinadh, MD, Gopal Automotives	Member- Industry	
5	Mrs S Yashoda Devi	Member- Parent	
6	Dr G Rama Murthy	Member- Local body	
7	Dr K S Eswara Rao, Vice Principal	Member- Administration	
8	Dr K Sujatha, R&D Cell Convenor	Member- Administration	
9	Mr R Suneel Kumar, TPO	Member- Administration	
10	Mr AVSN Varma, OIE	Member- Administration	
11	Dr Ch Prabhakar Rao HOD S&H	Member- Administration	
12	Mrs K Komali, HOD CSE (FAC)	Member- Administration	
13	Dr L Prasanna Kumar, Skill Co-Ordinator	Member- Administration	
14	Dr P Poorna Priya, HOD ECE	Member- Administration	
15	Mr A Krishna Nag, HOD EEE	Member- Administration	
16	Mr N Ramu, HOD Civil	Member- Administration	
17	Dr P B Ram Kumar HOD MBA	Member- Administration	
18	Mr P Srinivas, Administrative Officer	Member- Administration	
19	Mr A Kiran Kumar, NSS Program Officer	Member- Administration	
20	Ms M Bhavana	Member- Alumni	
21	Ms S Sri Lekha	Member -Student	

  
Chairperson IQAC



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## Internal Quality Assurance Cell (IQAC)

### Action Taken Report of IQAC Meeting held in July 2020

(Academic Year: 2020-2021 )

S No	Agenda Point	Action Taken
1	Discussion on Online Class work	Online Class work has been started using Google Class Room Platform
2	Discussion on Mentoring by Faculty	Mentoring duties have been assigned to different faculty members of respective department. Faculty are regularly attending the mentor duties.
3	Discussion on Coursera Certification Courses for Faculty and Students.	Faculty members have completed the certification courses.
4	Discussion on applying for Official Nodal Centre of Distant Learning of IIRS	DIET is recognized ad Nodal Centre by ISRO for IIRS Outreach Programme.  Coordinated ISRO course on "Overview of Geo-processing using Python" from 18th to 29th Jan 2021.

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Chairperson IQAC





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## Internal Quality Assurance Cell (IQAC)

### Action Taken Report of IQAC Meeting held in November 2020

(Academic Year: 2020-2021)

S No	Agenda Point	Action Taken
1	To conduct Orientation/ Motivation Sessions for the newly joined students for the academic year 2020-21	Conducted Induction Programme for newly joined Students on 16th Dec 2020
2	Discussion on Online Class work	Online Class work has been started using Google Class Room Platform
3	Reconstitution of IQAC Committee	IQAC Committee has been reconstituted
4	Reconstitution of R&D Cell	Project Review Committee (PRC) is now renamed as Research & Development (R&D) Cell
5	Discussion on Research Contribution of the faculty	Faculty members are published the papers in Scopus Journals
6	Participation in MHRD ICC-2019-20 second phase contest	DIET is recognized as Institution's Innovation Cell (ICC) by MHRD Innovation Cell (id No. IC 201811822)
7	Proposal from innovation centre of the institute to AICTE SPICES	It will be considered for the next academic year
8	Discussion on NAAC AQAR works	AQAR has been submitted to NAAC on 16-02-2022
9	Discussion on Mentoring by Faculty	Mentoring duties have been assigned to different faculty members of respective department. Faculty are regularly attending the mentor duties.
10	Discussion on Certification Courses for Faculty and Students.	Faculty members have completed the certification courses.
11	Discussion on applying for Official Nodal Centre of Distant Learning of IIRS	DIET is recognized as Nodal Centre by ISRO for IIRS Outreach Programme. Coordinated ISRO course on "Overview of Geo-processing using Python" from 18th to 29th Jan 2021.
12	Discussion on Research Centre	Applied for Research Centre of CSE and ECE Departments to JNTU, Kakinada



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IQAC



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## Internal Quality Assurance Cell (IQAC)

### Action Taken Report of IQAC Meeting held in March 2021

(Academic Year: 2020-2021 )

S No	Agenda Point	Action Taken
1	Discussion on internships and minor projects	Internships and MOUs have been started. MOU with BSNL has been established
2	Review on workforce groups and GATE classes	All Departments have been conducting the Work force Groups and GATE classes.
3	Discussion on Campus Recruitment Classes	CRT sessions are completed
4	Submission of NIRF Ranking 2021	Submitted the NIRF data in February 2021.
5	Establishment of "Industry Center of Excellence (ICE)" in our Institute	Establishment of "Industry Center of Excellence (ICE)" in has been established under the MOU with Edu-skills and ISTE on 6th Dec 2020 with a budget of Rs. 68,735/-
6	Preparation of institutional Academic Calendar for the A.Y 2020-21	Prepared the Academic Calendar for the A.Y 2020-21
7	Review on Results Analysis	Reviewed the Results Analysis
8	Review on Submission of NIRF Ranking	Submitted the NIRF data in February 2021.
9	Feedback from stakeholders	Feedback from stakeholders has already taken. The suggestions are being implemented
10	Review on 100 point AICTE Activity	
11	Discussion on 2020-2021 Academic Year Class work	Reviewed the Class work
12	Discussion on NPTEL Certification Courses for Faculty and Students.	Faculty members have completed the certification courses.
13	Discussion on R20 Regulations of JNTU Kakinada	Reviewed the R20 Regulations of JNTU Kakinada
14	Discussion on New B.Tech Programmes introduced from 2020-2021 Academic Year	Discussed about the New B.Tech Programmes introduced from 2020-2021 Academic Year



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Chairperson  
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## Internal Quality Assurance Cell (IQAC)

### Action Taken Report of IQAC Meeting held in July 2021

(Academic Year: 2020-2021)

S No	Agenda Point	Action Taken
1	Review on AQAR 2019-2020 submission to NAAC	AQAR 2019-2020 has been submitted to NAAC
2	Discussion about the AQAR 2020-21 preparation	IQAC is collecting the data of AQAR 2020-21
3	Discussion and approved the IQAC initiatives of fixation of attainment levels as per NAAC quality mandate for the A.Y 2020-21 and 2021-22.	IQAC initiatives of fixation of attainment levels as per NAAC quality mandate has been approved
4	Review on Academic and Administrative Audit	Academic Audit has been conducted
5	Discussion on IQAC Monthly Report preparation with TLMs	Departments are submitting IQAC Monthly Reports
6	Discussion on Collection of Academic Feedback	IQAC has collected Academic Feedback
7	Discussion on Collection of NIRF data and uploading into NIRF Portal	Submitted the NIRF data in February 2021.
8	Review on Second Semester Class work	Class work of Second Semester is in progress as per affiliating university Academic Calendar
9	Review on Research Publications by Faculty in reputed Journals and Conferences	Faculty has published the Papers in reputed Journals and Conferences
10	Review on Participation of faculty in Certification Courses and FDPs	Faculty has participated in Certification Courses and FDPs



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ANAKAPALLE - 531102

**Chairperson**  
**IQAC**

Date:31-07-2021

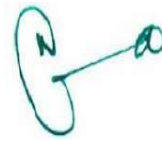
## **Internal Quality Assurance Cell (IQAC)**

### **IQAC Meeting Notice August 2021**

A meeting of IQAC Committee is convened on 07th August 2021 at 10:00 AM at Conference Hall-1 to discuss the following agenda.

1. Discussion on AQAR 2019-2020 submission to NAAC.
2. Discussion on the AQAR 2020-21 Report
3. Discussion on the preparation and the suggestions for submission of feedback mechanism/student satisfaction survey, academic and administrative audits.
4. Discussion on the Academic Audit of AY 2020-2021.
5. Discussion on the IQAC initiatives of fixation of attainment levels as per NAAC quality mandate for the Faculty and Students
6. Discussion on applying NAAC accreditation cycle -2 in the month of March 2022.
7. Discussion on conduct of technical workshops to the students
8. Discussion on MoUs for all departments.
9. Discussion on GATE 2022 student enrollment.

All the members of IQAC are requested to attend the meeting and share their expertise.



**Chairperson IQAC**

To  
Circulation among the IQAC Committee Members



## Internal Quality Assurance Cell (IQAC)

### Minutes of IQAC Meeting dated 07-08-2021

The Meeting of IQAC committee was held on 07<sup>th</sup> August 2021(Monday) at 10:00 AM at Conference Hall-1.

The following members were present.

S.No	Name and Designation of the Member	Position in IQAC
1	Dr Ch. Narasimham, Principal	Chairperson
2	Dr J. Babu, Professor of ECE	Co-Ordinator- Member Secretary
3	Shri Dadi Ratnakar, Chairman DIET	Member Management
4	Shri Ch Srinadh, MD, Gopal Automotives	Member Industry
5	Dr G Rama Murthy, Physician	Member- Local Society
6	Shri Bodepudi Ramana, MD, PreciStat Data Services Inc	Member- Employer
7	Shri P Lakshmi Narasimha Moorthy	Member -Parent
8	Dr K .S.Eswara Rao, Vice Principal	Member -Administration
9	Mrs A Gopamma, Academic C-Ordinator	Member -Administration
10	Dr K Sujatha, R&D Cell Convenor	Member -Administration
11	Dr L Prasanna Kumar, Skill Co-Ordinator	Member- Administration
12	Mr P Srinivas, Administrative Officer	Member -Administration
13	Mr A Kiran Kumar, NSS Program Officer	Member -Administration
14	Mr R Suneel Kumar, TPO	Member -Administration
15	Mr AVSN Varma, OIE	Member -Administration
16	Dr Ch Prabhakar Rao HOD S&H	Member -Administration
17	Mrs K Komali, HOD CSE (FAC)	Member- Administration
18	Dr P Poorna Priya, HOD ECE	Member -Administration
19	Mr A Krishna Nag, HOD EEE	Member -Administration
20	Mr N Ramu HOD Civil	Member -Administration
21	Dr P B Ram Kumar HOD MBA	Member -Administration
22	Mr A Kumar, B.Tech ECE (2016-2020)	Member- Alumni
23	Ms D Aravinda, IV B.Tech CSE	Member -Student
24	Mr Sashi Kumar , IV B.Tech EEE	Member -Student
25	Ms S Sri Lekha, III B.Tech ECE	Member -Student

Dr J. Babu, IQAC Convenor has welcomed all the members to the meeting at 10:00 AM. Before proceeding to the agenda, the IQAC Co-Ordinator introduced all the members and placed the following agenda of items for discussion, ratification/approval and suggestions.

1. IQAC Co-Ordinator has elaborated about the preparation of AQAR. The committee has expressed the satisfaction about the preparation of AQAR. IQAC has resolved to Submit AQAR-2019-20 with by end of July 2021.
2. IQAC Chairman has discussed about the ongoing process of AQAR 2020-21 works and informed all the Department HOD'S to submit the data and evidences required for submission of AQAR 2020-21 and support the criterion coordinators.
3. IQAC Co-Ordinator has shared the present status of AQAR 2020-21 data preparation. IQAC Chairman has given the suggestions for submission of feedback mechanism/student satisfaction survey, academic and administrative audits. IQAC resolved to prepare AQAR 2020-21 with all evidences.

4. IQAC resolved to complete Academic Audit for odd semester of 2020-21 by 30<sup>th</sup> sep-2021.
5. IQAC Chairman has informed that, certification programmes like NPTEL, Coursera should be completed by faculty members and students to enrich their knowledge.
  - Faculty – Minimum 01 Certificate/yr for Doctorates and 02 for Non Doctorates
  - For Students
    - ECE – Minimum 20 Certifications
    - EEE - Minimum 20 Certifications
    - CIVIL - Minimum 10 Certifications
    - CSE - Minimum 30 Certifications
    - CSD - Minimum 10 Certifications
    - CSM - Minimum 10 Certifications
6. After discussion with all IQAC committee members, it is decided to apply for NAAC accreditation cycle -2 in the month of March, 2022. IQAC chairman has informed all HoDs to start the collection of required data and evidences.
7. IQAC chairman has suggested all the departments to conduct technical workshops to the students of concerned departments to meet industry requirements.
8. IQAC chairman suggested all HoDs to have at least 5 MoUs before 15<sup>th</sup> Sept 2021. Members of the committee shared few suggestions on acquiring MoUs.
9. IQAC resolved that, GATE Registration for all final years is to be made mandatory with proper guidance to students stating the importance of GATE in securing Govt. Jobs, Opportunities for Higher Studies at prestigious Institutions etc.,



**Chairperson IQAC**



## Resolutions:

1. Resolved to submit the proofs and evidences for submission of AQAR 2020-21 but the department of civil engineering work was in progress and regarding EEE department Proofs of available data is being prepared and sent to the coordinators as and when required. Non available data is being worked out and proofs collected and submitted for some criteria for ECE department.
2. Resolved to commence the class work for II B.Tech II sem from 11<sup>th</sup> Oct 2021. And the commencement of class work for II M.B.A from 22<sup>nd</sup> Oct 2021. HODs are informed to put the time tables in class rooms and labs and also prepare the academic calendar for all years with extra and co curricular activities.
3. Resolved to collect curriculum feedback, student satisfaction survey . Resolved to conduct Academic audit.
4. Resolved to conduct the Academic Audit for the classes whose class work has been completed.
5. Resolved to meet the following initiatives to improve the quality.
  - Faculty – Minimum 01 Certificate/yr for Doctorates and 02 for Non Doctorates
  - For Students
    - ECE – Minimum 20 Certifications
    - EEE - Minimum 20 Certifications
    - CIVIL - Minimum 10 Certifications
    - CSE - Minimum 30 Certifications
    - CSD - Minimum 10 Certifications
    - CSM - Minimum 10 Certifications
6. After discussion with all IQAC committee members, it is resolved to apply for NAAC accreditation cycle -2 in the month of March, 2022. IQAC chairman has informed all HoDs to start the collection of required data and evidences.
7. Resolved to conduct a six day workshop on “e-Tabs” for IV B.Tech CIVIL Students from 10<sup>th</sup> Nov to 17<sup>th</sup> Nov 21 in association with APSSDC & IEI Student chapter approved by committee and it was scheduled on 10-11-2021.
8. Resolved to have at least 5 MoUs. Each department should have one MOU.
9. Resolved that, GATE Registration for all final years is to be made mandatory with proper guidance to students stating the importance of GATE in securing Govt. Jobs, Opportunities for Higher Studies at prestigious Institutions etc.,



**Chairperson IQAC**

**Internal Quality Assurance Cell (IQAC)**

IQAC Meeting dated 07-08-2021

The Meeting of IQAC committee was held on 7<sup>th</sup> August 2021(Monday) at 10:00AM at Conference Hall-1. The following members were present.

S.No	Name and Designation of the Member	Position in IQAC	Signature
1	Dr Ch. Narasimham, Principal	Chairperson	
2	Dr J. Babu, Professor of ECE	Co-Ordinator- Member Secretary	
3	Shri Dadi Ratnakar, Chairman DIET	Member Management	
4	Shri Ch Srinadh, MD, Gopal Automotives	Member Industry	
5	Dr G Rama Murthy, Physician	Member- Local Society	
6	Shri Bodepudi Ramana, MD, Preci Stat Data Services Inc	Member- Employer	
7	Shri P Lakshmi Narasimha Moorthy	Member -Parent	
8	Dr K .S.Eswara Rao, Vice Principal	Member -Administration	
9	Mrs A Gopamma, Academic Co-Ordinator	Member -Administration	
10	Dr K Sujatha, R&D Cell Convenor	Member -Administration	
11	Dr L Prasanna Kumar, Skill Co-Ordinator	Member- Administration	
12	Mr P Srinivas, Administrative Officer	Member -Administration	
13	Mr A Kiran Kumar, NSS Program Officer	Member -Administration	
14	Mr R Suneel Kumar, TPO	Member -Administration	
15	Mr AVSN Varma, OIE	Member -Administration	
16	Dr Ch Prabhakar Rao HOD S&H	Member -Administration	
17	Mrs K Komali, HOD CSE (FAC)	Member- Administration	
18	Dr P Poorna Priya, HOD ECE	Member -Administration	
19	Mr A Krishna Nag, HOD EEE	Member -Administration	
20	Mr N Ramu HOD Civil	Member -Administration	
21	Dr P B Ram Kumar HOD MBA	Member -Administration	
22	Mr A Kumar, B.Tech ECE (2016-2020)	Member- Alumni	
23	Ms D Aravinda, IV B.Tech CSE	Member -Student	
24	Mr A Sai Sasi Kumar , IV B.Tech EEE	Member -Student	
25	Ms S Sri Lekha, III B.Tech ECE	Member -Student	

Chairperson IQAC



Date:01-10-2021

## Internal Quality Assurance Cell (IQAC)

### **IQAC Meeting Notice October 2021**

A meeting of IQAC Committee is convened on 9th Oct 2021 (Fri) at 10:00 AM at Conference Hall-1 to discuss the following agenda.

1. Review of AQAR 2020-2021 Report preparation.
2. Discussion on Planning of Class work for U.G, P.G Programmes for the A.Y 2021-22
3. Discussion on GATE registrations and GATE coaching
4. Discussion on Women Empowerment Cell and ICC activities
5. Discussion on Research and Development activities
6. Discussion on IETE professional body activities
7. Discussion on student workshops by APSSDC and IEI Student chapter
8. Discussion on CRT Classes for IV B.Tech students by Training and Placement Cell
9. Discussion on Mathematics day by Department of H&BS
10. Discussion on NSS Committee activities

All the members of IQAC are requested to attend the meeting and share their expertise.



**Chairperson IQAC**

To  
Circulation among the IQAC Committee Members



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## Internal Quality Assurance Cell (IQAC)

### Minutes of IQAC Meeting dated 9-10-2021

The Meeting of IQAC committee was held on 9th Oct 2021 (Sat) at 10:00AM at Conference Hall-

1. The following members were present.

S.No	Name and Designation of the Member	Position in IQAC
1	Dr Ch. Narasimham, Principal	Chairperson
2	Dr J. Babu, Professor of ECE	Co-Ordinator- Member Secretary
3	Shri Dadi Ratnakar, Chairman DIET	Member Management
4	Shri Ch Srinadh, MD, Gopal Automotives	Member Industry
5	Dr G Rama Murthy, General Physician	Member- Local Society
6	Shri Bodepudi Ramana, MD, PreciStat Data Services Inc	Member- Employer
7	Shri P Lakshmi Narasimha Moorthy	Member -Parent
8	Dr K .S.Eswara Rao, Vice Principal	Member -Administration
9	Mrs A Gopamma, Academic C-Ordinator	Member -Administration
10	Dr K Sujatha, R&D Cell Convenor	Member -Administration
11	Dr L Prasanna Kumar, Skill Co-Ordinator	Member- Administration
12	Mr P Srinivas, Administrative Officer	Member -Administration
13	Mr A Kiran Kumar, NSS Program Officer	Member -Administration
14	Mr R Suneel Kumar, TPO	Member -Administration
15	Mr AVSN Varma, OIE	Member -Administration
16	Dr Ch Prabhakar Rao HOD S&H	Member -Administration
17	Mrs K Komali, HOD CSE (FAC)	Member- Administration
18	Dr P Poorna Priya, HOD ECE	Member -Administration
19	Mr A Krishna Nag, HOD EEE	Member -Administration
20	Mr N Ramu HOD Civil	Member -Administration
21	Dr P B Ram Kumar HOD MBA	Member -Administration
22	Mr A Kumar, B.Tech ECE (2016-2020)	Member- Alumni
23	Ms D Aravinda, IV B.Tech CSE	Member -Student
24	Mr A Sai Sasi Kumar, IV B.Tech EEE	Member -Student
25	Ms S Sri Lekha, III B.Tech ECE	Member -Student

Dr J. Babu, IQAC Co-coordinator has welcomed all the members to the meeting at 10:00 AM. Before proceeding to the agenda, the IQAC Co-Ordinator introduced all the members and placed the following agenda of items for discussion, ratification/approval and suggestions.

1. IQAC Chairman has discussed about the ongoing process of AQAR 2020-21 works and informed all the Department HOD'S to submit the data and evidences required for submission of AQAR 2020-21 and support the criterion coordinators.
2. IQAC Chairman has informed that the class work for II-B.Tech first semester will commence from 11<sup>th</sup> Oct 2021, and the commencement of class work will begin from II M.B.A from 22<sup>nd</sup> Oct 2021. He has informed all the HODs to put the time tables in class rooms and labs and also prepare the academic calendar for all years with extra and co curricular activities.



3. IQAC Chairman suggested all the departments to conduct GATE coaching by Senior faculty members of DIET and external experts for the IVth-B.Tech students.
4. IQAC Chairman suggested Women Empowerment Cell to conduct different activities related to girl studnetns.
5. IQAC Chairman has suggested R & D Cell to conduct Impact lecture series activity in the month of October 2021. IQAC Committee has approved this event. IQAC Chairman has suggested R & D Cell to conduct IOTDA-2k21 AICTE Conference in the month of December 2021. IQAC Chairman has informed that the accepted papers are to be published in conference proceedings by Springer publications and few papers to be published in a separate proceedings at the institute level. IQAC Committee has approved this event.
6. IQAC Committee has suggested the IETE professional body to conduct Mini Project expo in the month of November 2021.
7. IQAC Chairman has suggested to conduct a workshop on “Revit-Architecture” for IV B.Tech CIVIL Students during Novmber 2021 in association with APSSDC & IEI Student chapter. The committee has approved the conduct of workshop.
8. IQAC Chairman has suggested Training and Placement Committee to conduct CRT Classes for IV B.Tech students during Novmber 2021. The committee has approved the conduct of CRT.
9. IQAC Chairman has suggested Department of H&BS to organize Mathematics day on 22<sup>nd</sup> December. The committee has approved the conduct of Mathematics day
10. IQAC Chairman has suggested NSS Committee to conduct World Human Rights day on 10<sup>th</sup> December 2021 .



**Chairperson IQAC**

## Resolutions:

1. Resolved to submit the proofs and evidences for submission of AQAR 2020-21 but the department of civil engineering work was in progress and regarding EEE department Proofs of available data is being prepared and sent to the coordinators as and when required. Non available data is being worked out and proofs collected and submitted for some criteria for ECE department.
2. Resolved to commence the class work for II B.Tech II sem from 11<sup>th</sup> Oct 2021 and the commencement of class work for II M.B.A from 22<sup>nd</sup> Oct 2021. HODs are informed to put the time tables in class rooms and labs and also prepare the academic calendar for all years with extra and co curricular activities.
3. Resolved to complete GATE registrations for students. to give coaching for GATE and other competitive examinations by external experts and Received quotations from RICE, ACE Gate academy for GATE Coaching.
4. Resolved to conduct the “Women Develepment Activities”.
5. Resolved to conduct Impact lecture series activity in the month of October 2021. IQAC Committee has approved this event. IQAC Chairman has suggested R & D Cell to conduct IOTDA-2k21 AICTE Conference in the month of December 2021. Resolved that the accepted papers are to be published in conference proceedings by Springer publications and few papers to be published in a separate proceedings at the institute level. IQAC Committee has approved this event.
6. Resolved that Department of ECE to conduct the Mini Project expo in 3<sup>rd</sup> week of November under IETE professional body. Committee approved and scheduled on 20-11-2021.
7. Resolved to conduct a six day workshop on “Revit-Architecture” for IV B.Tech CIVIL Students from 10<sup>th</sup> Nov to 17<sup>th</sup> Nov 21 in association with APSSDC & IEI Student chapter approved by committee and it was scheduled on 10-11-2021.
8. Resolved to conduct one week CRT Classes for IV B.Tech students from 08-11-2021 to 13-11-2021 approved by committee. Department of ECE,EEE completed the training programme and Cse department was conducted the training programme due to unavailability of trainer.
9. Resolved to conduct Mathematics day on 22<sup>nd</sup> December,2021 and Invite senior Mathematician Prof. Shanti Sundar Raj , HOD, Department of Mathematics, AU college of Engineering as Guest completed by the Department of H&BS.
10. Resolved to conduct world Human Rights day on 10<sup>th</sup> Dec 21 DIET NSS Committee.



**Chairperson IQAC**





**DADI INSTITUTE OF ENGINEERING & TECHNOLOGY**  
(Approved by A.I.C.T.E., New Delhi & Permanently Affiliated to JNTUK, Kakinada)  
**NAAC Accredited Institute and Inclusion under Section 2(f) & 12(B) of UGC Act**  
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**Internal Quality Assurance Cell (IQAC)**

IQAC Meeting dated 03-01-2022

The Meeting of IQAC committee was held on 3rd January 2022 (Monday) at 10:00AM at Conference Hall-1.

The following members were present.

S.No	Name and Designation of the Member	Position in IQAC	Signature
1	Dr Ch. Narasimham, Principal	Chairperson	
2	Dr J. Babu, Professor of ECE	Co-Ordinator- Member Secretary	
3	Shri Dadi Ratnakar, Chairman DIET	Member Management	
4	Shri Ch Srinadh, MD, Gopal Automotives	Member Industry	
5	Dr G Rama Murthy, Physician	Member- Local Society	
6	Shri Bodepudi Ramana, MD, Preci Stat Data Services Inc	Member- Employer	
7	Shri P Lakshmi Narasimha Moorthy	Member -Parent	
8	Dr K .S.Eswara Rao, Vice Principal	Member -Administration	
9	Mrs A Gopamma, Academic Co-Ordinator	Member -Administration	
10	Dr K Sujatha, R&D Cell Convenor	Member -Administration	
11	Dr L Prasanna Kumar, Skill Co-Ordinator	Member- Administration	
12	Mr P Srinivas, Administrative Officer	Member -Administration	
13	Mr A Kiran Kumar, NSS Program Officer	Member -Administration	
14	Mr R Suneel Kumar, TPO	Member -Administration	
15	Mr AVSN Varma, OIE	Member -Administration	
16	Dr Ch Prabhakar Rao HOD S&H	Member -Administration	
17	Mrs K Komali, HOD CSE (FAC)	Member- Administration	
18	Dr P Poorna Priya, HOD ECE	Member -Administration	
19	Mr A Krishna Nag, HOD EEE	Member -Administration	
20	Mr N Ramu HOD Civil	Member -Administration	
21	Dr P B Ram Kumar HOD MBA	Member -Administration	
22	Mr A Kumar, B.Tech ECE	Member- Alumni	
23	Ms D Aravinda, IV B.Tech CSE	Member -Student	
24	Mr A Sai Sasi Kumar , IV B.Tech EEE	Member -Student	
25	Ms S Sri Lekha, III B.Tech ECE	Member -Student	

Date:27-12-2021

## **Internal Quality Assurance Cell (IQAC)**

### **IQAC Meeting Notice January 2022**

A meeting of IQAC Committee is convened on 3rd January 2022 (Monday) at 10:00 AM at Conference Hall-1 to discuss the following agenda.

1. Discussion on the submission of the event's reports immediately to upload in our website.
2. Discussion on the status of NIRF data collection.
3. Discussion on the status of AQAR 2020-21 preparation and submission of evidences.
4. Discussion on the awareness programs for girl students , conducted by women development cell in the month of February 2022 on the following activities  
i) Environment, Sanitation and Hygiene ii) Technology for women iii) Women Innovators.
5. Discussion on the celebrations of **International Women's Day** by women development cell on 8<sup>th</sup> March 2022. The committee has approved a budget of Rs. 20,000/- to conduct this program.
6. Discussion on the sponsoring of memberships for the professional bodies as per administration manual. Chairman has accepted to sponsor the memberships as per the Institutional norms.
7. Discussion on the commencement of Second Semester class work for B.Tech, MBA for A.Y 2021-22 as per the academic calendar of JNTUK .
8. Discussion on the registrations of all the faculty and students shall register in N-List and NDL.
9. Discussion on the organizing NSS special Camp for one week in adopted villages in the month of March, 2022.
10. Discussion on the Student Satisfaction Survey (SSS) and to prepare the details of students.
11. Discussion on the ratification procedure of faculty members who are eligible for Asst Professors, Associate professors and Professors.
12. Discussion on the disposal of the e-waste material in the campus.

All the members of IQAC are requested to attend the meeting and share their expertise.



**Chairperson IQAC**

To,  
Circulation among the IQAC Committee Members





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Mobile: +91 9963981111, Website: [www.diet.edu.in](http://www.diet.edu.in), E-mail: [info@diet.edu.in](mailto:info@diet.edu.in)

## Internal Quality Assurance Cell (IQAC)

### Minutes of IQAC Meeting dated 03-01-2022

The Meeting of IQAC committee was held on 3<sup>rd</sup> January 2022 (Monday) at 10:00AM at Conference Hall- 1


The following members were present.

S No	Name and Designation of the Member	Position in IQAC
1	Dr Ch. Narasimham, Principal	Chairperson
2	Dr J. Babu, Professor of ECE	Co-Ordinator- Member Secretary
3	Shri Dadi Ratnakar, Chairman DIET	Member Management
4	Shri Ch Srinadh, MD, Gopal Automotives	Member Industry
5	Dr G Rama Murthy, General Physician	Member- Local Society
6	Shri Bodepudi Ramana, MD, PreciStat Data Services Inc	Member- Employer
7	Shri P Lakshmi Narasimha Moorthy	Member -Parent
8	Dr K .S.Eswara Rao, Vice Principal	Member -Administration
9	Mrs A Gopamma, Academic Co-Ordinator	Member -Administration
10	Dr K Sujatha, R&D Cell Convenor	Member -Administration
11	Dr L Prasanna Kumar, Skill Co-Ordinator	Member- Administration
12	Mr P Srinivas, Administrative Officer	Member -Administration
13	Mr A Kiran Kumar, NSS Program Officer	Member -Administration
14	Mr R Suneel Kumar, TPO	Member -Administration
15	Mr AVSN Varma, OIE	Member -Administration
16	Dr Ch Prabhakar Rao HOD S&H	Member -Administration
17	Mrs K Komali, HOD CSE (FAC)	Member- Administration
18	Dr P Poorna Priya, HOD ECE	Member -Administration
19	Mr A Krishna Nag, HOD EEE	Member -Administration
20	Mr N Ramu HOD Civil	Member -Administration
21	Dr P B Ram Kumar HOD MBA	Member -Administration
22	Mr A Kumar, B.Tech ECE	Member- Alumni
23	Ms D Aravinda, IV B.Tech CSE	Member -Student
24	Mr A Sai Sasi Kumar, IV B.Tech EEE	Member -Student
25	Ms S Sri Lekha, III B.Tech ECE	Member -Student

Dr J. Babu, IQAC Co-Ordinator has welcomed all the members to the meeting at 10:00 AM. Before proceeding to the agenda, The IQAC Co-Ordinator introduced all the members and placed the following agenda of items for discussion, ratification/approval and suggestions.

Reviewed the compliances of the previous IQAC committee meeting held in the month of October 2021

1. IQAC instructed to all HODS and coordinators that submit the event's reports immediately to upload in our website.
2. IQAC coordinator has elaborated the status of NIRF data collection. He has informed that NIRF 2022 data will be submitted by end of January 2022.
3. IQAC coordinator has discussed the status of AQAR 2020-21 preparation. He has informed that AQAR 2020-21 will be submitted by end of January 2022. The members of the committee has appreciated the efforts of IQAC in collecting the data and evidences of AQAR 2020-21.
4. IQAC has proposed one week awareness programs for girl students to be conducted by women development cell in the month of February 2022 on the following activities
  - i) Environment, Sanitation and Hygiene
  - ii) Technology for women
  - iii) Women Innovators
5. IQAC has proposed to celebrate International Women's Day by women development cell on 8<sup>th</sup> March 2022. The committee has approved a budget of Rs. 20,000/- to conduct this program
6. IQAC Chairman proposed that management has to sponsor the memberships for the professional bodies as per administration manual. Chairman has accepted to sponsor the memberships as per the norms.
7. IQAC Chairman has given suggestions for commencement of Second Semester class work for B.Tech, M.B.A of A.Y 2021-22 as per the academic calendar of JNTUK . IQAC Chairman has informed to HOD's that all the faculty members shall implement experiential learning, participative learning and problem solving methodologies through internships, mini projects, socially relevant projects and field works etc. Committee members have expressed their satisfaction for implementing innovative teaching and learning methods.
8. IQAC Chairman has instructed KIM Coordinator that all the faculty and students shall register in N-List and NDL.
9. IQAC suggested to conduct NSS special Camp for one week in adopted villages i.e Akkireddypalem and Maredupudi during March, 2022
10. IQAC Chairman has informed to conduct Student Satisfaction Survey (SSS) properly and prepare the details of students
11. IQAC Chairman has discussed about ratification procedure of faculty members who are eligible for Asst Professors, Associate professors and Professors.
12. The IQAC suggested to dispose the e-waste material in the campus



**Chairperson IQAC**



## Resolutions:

1. Resolved to submit the event's reports immediately to [magazine@diet.edu.in](mailto:magazine@diet.edu.in) to upload in our website.
2. Resolved to submit the NIRF 2022 data by end of January 2022.
3. Resolved to submit the AQAR 2020-21 by end of January 2022.
4. Resolved to conduct awareness programs for girl students starting from 2<sup>nd</sup> week of Feb 2022
  - i) Environment, Sanitation and Hygiene
  - ii) Technology for women
  - iii) Women Innovators,
5. Resolved to celebrate International Women's Day on 8<sup>th</sup> March 2022 with a budget of Rs. 20,000/-.
6. Chairman has accepted to sponsor the memberships for the professional bodies as per the norms.
7. Resolved to conduct the Second Semester class work for B.Tech, MBA for A.Y 2021-22 as per the academic calendar of JNTUK .
8. Resolved that all the faculty and students shall register in N-List and NDL.
9. Resolved to conduct NSS special Camp for one week in adopted villages i.e Akkireddypalem and Maredupudi from 21<sup>st</sup> March, 2022 with B.Tech IV year NSS volunteers.
10. Resolved to conduct Student Satisfaction Survey (SSS) properly and prepare the details of students (10 from each section in IV year) and further send to NAAC along with applying QIF.
11. It is resolved that the faculty members who are eligible for Asst Professors, Associate professors and Professors should attend the ratification interviews conducted by JNTU Kakinada.
12. It is resolved that the Institute has been clearance the e-waste material in the campus nearly 4 tons and disposed.



Chair person IQAC

**Internal Quality Assurance Cell (IQAC)**

IQAC Meeting dated 03-01-2022

The Meeting of IQAC committee was held on 3rd January 2022 (Monday) at 10:00AM at Conference Hall-1.

The following members were present.

S.No	Name and Designation of the Member	Position in IQAC	Signature
1	Dr Ch. Narasimham, Principal	Chairperson	
2	Dr J. Babu, Professor of ECE	Co-Ordinator- Member Secretary	
3	Shri Dadi Ratnakar, Chairman DIET	Member Management	
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