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**VALLURUPALLI NAGESWARA RAO VIGNANA JYOTHI
INSTITUTE OF ENGINEERING AND TECHNOLOGY**

An Autonomous Institute, NAAC Accredited with 'A++' Grade
NBA Accredited CE, EEE, ME, ECE, CSE, EIE, IT - B.Tech Programs
Approved by AICTE, New Delhi, Affiliated to JNTUH
Recognized as "College with Potential for Excellence" by UGC
VignanaJyothi Nagar, Pragathi Nagar,
Nizampet (S.O), Hyderabad - 500 090, TS, India.
Telephone No: 040-2304 2758/59/60, Fax: 040-23042761
E-mail: postbox@vnrvjiet.ac.in, Website: www.vnrvjiet.ac.in

IQAC

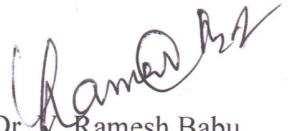
Date: 08-07-2019

CIRCULAR

It is to inform you that IQAC has convened a meeting on 10-07-2019 at 2.00 PM in B-221. In this regard all the IQAC members and Departmental AQAR Coordinators are requested to make it convenient to attend the same.

Agenda for the meeting:

1. AQAR-2018-19 Preparation.


Dr. Ramesh Babu

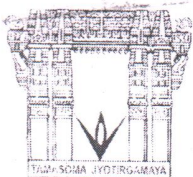
Coordinator IQAC

Copy to:

All Directors/ Deans/HODs/Sectional Heads

10-07-2019.

An Internal IQAC meeting was held at IQAC. The discussion included Preparation of AQAR for the Academic Year 2018-19. Allotment of AQAR incharges from each department and conduction of Academic and Administrative Audit. All the department AQAR incharges were briefed over the AQAR format and the data to be filled in the fields. The incharges were instructed to verify the proofs while collecting the data. IQAC co-ordinator informed that Academic and Administrative Audit will be conducted in the month of September. It is also informed that the incharge should send the filled data by the end of the month and be ready with all appropriate proofs.



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IQAC

Date: 19-08-2019

CIRCULAR

It is to inform you that IQAC has convened a meeting on 20-08-2019 at 2.00 PM in Board Room. In this regard The Director, all the Dean's, all the sectionai heads, all the IQAC members and Departmental AQAR Coordinators are requested to make it convenient to attend the same.

Agenda for the meeting:

1. PG NBA Filing
2. AQAR 2018-19 submission.
3. Presentation of Department Quality Indices

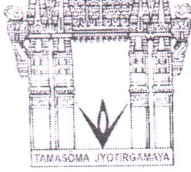
Dr. V. Ramesh Babu
Coordinator IQAC

Copy to:

All Directors/ Deans/HODs/Sectional Heads

Date: 20-08-2019

An IQAC meeting is convened with all the Deans, HODs, IQAC members, The Director in the Board Room. All the Department AQAR coordinators presented the 2018-19 AQAR data. All the Sectional Heads and Department Heads have verified the presented data. The chairman IQAC has instructed the members to initiate the PG NBA SAR filing. The Department Heads are requested to allot respective faculty for providing data regarding PG NBA filing. IQAC members have presented the Quarterly Quality Indices values. The chairman instructed Department and Sectional heads to ensure the level of quality in all the criteria.



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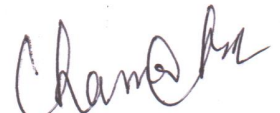
Date: 03-09-2019

CIRCULAR

It is to inform you that IQAC has convened a meeting on 04-09-2019 at 2.00 PM in Board Room. In this regard The Director, all the Dean's, all the sectional heads, all the IQAC members and Departmental AQAR Coordinators are requested to make it convenient to attend the same.

Agenda for the meeting:

1. Conduction of Academic and Administrative Audit
2. Any other

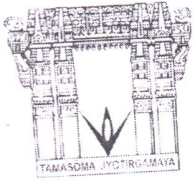

Dr. V. Ramesh Babu
Coordinator IQAC

Copy to:

All Directors/ Deans/HODs/Sectional Heads

04-09-2019

A IQAC meeting was held in the Board Room with the Director, Deans, all sectional heads, Department AQAR coordinators and all IQAC internal members. The chairman IQAC instructed Dr. V. Ramesh Babu, IQAC coordinator to conduct Internal Academic & Administrative Audit through out the institution. A review committee was setup to do the audit. All the sectional heads were instructed to adhere to the proposed audit schedule and were asked to be ready with the related files. Chairman IQAC requested the department heads to monitor the attendance (both faculty and student attendance) and publications. Quality Index. The department heads are also instructed to organize FDPs and Seminars in mezzanine technologies.



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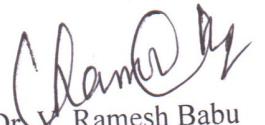
Date: 10-10-2019

CIRCULAR

It is to inform you that IQAC has convened a meeting on 11-10-2019 at 2.00 PM in IAQC Room. In this regard The Director, all the Dean's, all the sectional heads, all the IQAC members and Departmental AQAR Coordinators are requested to make it convenient to attend the same.

Agenda for the meeting:

1. Regarding inputs from AAA audit.
2. Preparation of SAR for PG NBA
3. Any other


Dr. V. Ramesh Babu
Coordinator IQAC

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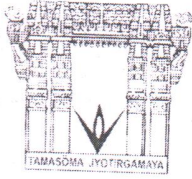
All Directors/ Deans/HODs/Sectional Heads

Date: 11-10-2019.

The chairman IQAC has convened a meeting in the IQAC room to discuss on the report on Academic and Administrative Audit. The Director, all the Deans, all the sectional Heads, Department AQAR Coordinators and IQAC members have attended the meeting. All the inputs from the AAA Audit are presented by the IQAC Coordinator.

The chairman requested the Heads to review the files and send back the missing data in defined format. The chairman also reviewed the PG NBA SAR document.

NBA coordinator Mrs. Krishna Kumari, EEE department is instructed to follow up the filing. The chairman requested IQAC coordinator to prepare for submission of AQAR.



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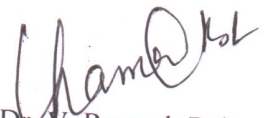
Date: 14-11-2019

CIRCULAR

It is to inform you that IQAC has convened a meeting on 16-11-2019 at 10.00 AM in PAAC Room. In this regard The Director, all the Dean's, all the sectional heads, all the IQAC members and Departmental AQAR Coordinators are requested to make it convenient to attend the same.

Agenda for the meeting:

1. AQAR 2018 - 2019 Submission
2. Proposed committee for PG NBA
3. Any other


Dr. V. Ramesh Babu
Coordinator IQAC

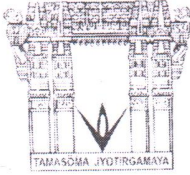
Copy to:

All Directors/ Deans/HODs/Sectional Heads

16-11-2019

An Meeting was scheduled in PAAC Room on 16-11-2019 to submit AQAR 2018-2019.

All the sectional Heads are present to finalize the AQAR data. IQAC Coordinator has presented the final changes made in the AQAR. The chairman IQAC reviewed the final filled AQAR before submission. A committee was proposed with Mrs. Krishna Kumari as NBA coordinator to look after PG NBA filing and SAR submission. All the sectional heads are requested to file the data and keep ready. The department heads presented the status of current semester progress.



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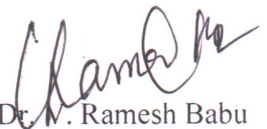
Date: 20-01-2020

CIRCULAR

It is to inform you that IQAC has convened a meeting on 21-01-2020 at 10.00 AM in Board Room. In this regard The Director, all the Dean's, all the sectional heads and all the IQAC members are requested to make it convenient to attend the same.

Agenda for the meeting:

1. 25th Anniversary Celebrations of the Institute
2. Convergence & Sintillashunz conduction
3. Nomination of coordinators for the Fest
4. Any other


Dr. M. Ramesh Babu
Coordinator IQAC

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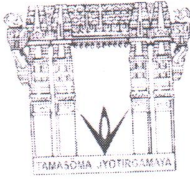
21-01-202020-

A meeting is convened in the Board room to discuss on 25th Anniversary celebrations of the Institute. All the Sectional Heads were instructed to contribute to make the Program a grand success. On the eve of 25th Annual celebrations a "Logo" design competition is initiated, where all the faculty and students can participate.

Dr. V. Ramesh Babu and Mr. S. Murali Mohan are appointed to look after cultural and Technical Events. Dr. T. Srinivasa Rao - HOD - A.E and co-ordinator cultural clubs was instructed to take precautions for smooth flow of conduction of events.

Dr. G. Ramesh chandra, Head-RCC, was instructed to co-ordinate "OPEN HOUSE 2020". Principal & Chairman-IQAC requested the sectionall Heads to nominate faculty for the conduction of Annual celebrations.

Chairman-IQAC has emphasized on taking the college to higher levels in all aspects, he is also suggested all the Heads to ensure the conduction of technical events throughout the year as a part of 25th Anniversary. The IQAC members were instructed to monitor the conduction of events on monthly wise through out the departments.



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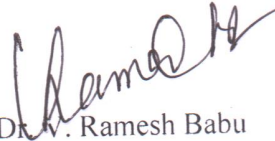
Date: 06-02-2020

CIRCULAR

It is to inform you that IQAC has convened a meeting on 07-02-2020 at 10.00 AM in PAAC Room. In this regard The Director, all the Dean's, all the sectional heads, all AQAR department coordinators, Result Review committee and all the IQAC members are requested to make it convenient to attend the same.

Agenda for the meeting:

1. AQAR 2018-2019 Verification & Editing
2. Review on Results
3. Any other


Dr. V. Ramesh Babu
Coordinator IQAC

Copy to:

All Directors/ Deans/HODs/Sectional Heads

07-02-2020

93

A meeting is held in PAAC Room, to discuss on the AQAR 2018-19 updations. IQAC chairman instructed all the AQAR incharges to verify the final version of AQAR and review it for any changes and updations. The department HOD's were also requested to review the AQAR for any modifications and are informed to send the updated data within the time.

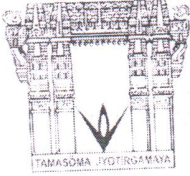
Dr. K. Ramjee, - COE ~~were~~ has presented the Results Review Committee members list, IQAC chairman brief them over these responsibilities as a part of the committee. The committee is also instructed to conduct a review on the odd semester results and to take necessary actions to improve the pass percentages of the students.

The HOD's are ^{requested to} co-ordinate with the Result Review committee to bridge the gap between the fast learners and slow learners.

The IQAC members are instructed to monitor the activities and review the progress of the actions.

02/20

03/20 06/20



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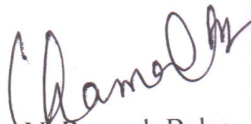
Date: 04-03-2020

CIRCULAR

It is to inform you that IQAC has convened a meeting on 06-03-2020 at 02.00 PM in Board Room. In this regard The Director, all the Dean's, all the sectional heads and all the IQAC members are requested to make it convenient to attend the same.

Agenda for the meeting:

1. Online certification course platform initiation
2. Any other


Dr. V. Ramesh Babu
Coordinator IQAC

Copy to:

All Directors/ Deans/HODs/Sectional Heads

QAC

Date: 06-03-2020

An Egae meeting is held at Board Room with all deans, sectional heads, QAC members, QAC chairman and the Director. to discuss on online certification course platform initiation. Dr. K. Anuradha, Dean Academics, has proposed to initiate Online Certification course platform like Course Era and Edx for faculty and students. Mrs. P. Tejaswi, Assistant Professor, CSE was nominated to coordinate with Course Era and Edx Institute for the MOU and other further actions. All the Department Heads were instructed to inform the faculty and students to utilize the opportunity to improve their Academic excellence.



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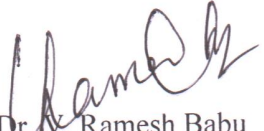
Date: 18-05-2020

CIRCULAR

It is to inform you that IQAC has convened an online meeting on 20-05-2020 at 10.00 AM. In this regard The Director, all the Dean's, all the sectional heads and all the IQAC members are requested to make it convenient to attend the same.

Agenda for the meeting:

1. Constitution of Committee for Restart Manual
2. Defining the responsibilities of the committee
3. Specifying the guidelines for Restart Manual
4. Any other


Dr. V. Ramesh Babu

Coordinator IQAC

Copy to:

All Directors/ Deans/HODs/Sectional Heads

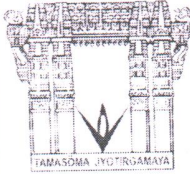
Date: 20/05/2020

06/20

An online IQAC meeting is held on 20/05/20. All the Dept. Heads, Deans, IQAC internal members, IQAC chairman, Director have attended the meeting. IQAC chairman has nominated the committee for initiation of Restart manual, all the committee members are also invited for the meeting, chairman and the Director have briefed them over the contents and standard operating Procedures (SOPs) to be designed for Post lockdown working of the Institute.

The Sectional Heads were requested to nominate the faculty to monitor the activities and take care of the SOPs. The Director explained the roles and responsibilities of the committee. IQAC chairman instructed Dean - Academics to redesign the academic calendar.

Dr. K. Anuradha, Dean Academics has presented the workflow to be continued through online platforms, various tools and platforms opted by the Institute to carry out the class work. Dean Academics has requested the HODs to conduct training for the faculty on the online tools and platforms. She also emphasised the HODs to monitor the progress and conduction of online classes. IQAC chairman advised the Restart Manual committee to consider all the necessary actions to be carried out for prevention



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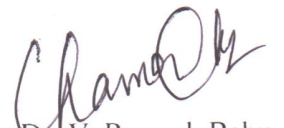
Date: 02-06-2020

CIRCULAR

It is to inform you that IQAC has convened an online meeting on 03-06-2020 at 10.00 AM. In this regard The Director, all the Dean's, all the sectional heads and all the IQAC members are requested to make it convenient to attend the same.

Agenda for the meeting:

1. Protocols to be implemented after reopening of the institute from 05-06-2020
2. Initiation of Compliance and Time Management Report (CTM)
3. Restructuring of Faculty Monthly Report and Annual Appraisal form.
4. Any other


Dr. V. Ramesh Babu
Coordinator IQAC

Copy to:

All Directors/ Deans/HODs/Sectional Heads

Date: 03-06-2020

06/20

An Online IQAC meeting was held with Directors, all Deans, Sectional Heads and IQAC members and the Restart manual committee to discuss on the necessary actions to be taken to prevent COVID-19 as the institute reopens from 05-06-2020. All the Heads were requested to ensure proper protocols to take care of COVID-19.

IQAC coordinator - Dr. V. Ramesh Babu presented Compliance and Time Management Report to monitor the work being performed by the faculty either working from Institute or working from home. IQAC chairman instructed the HODs to also monitor the faculty work through CTR reports.

IQAC chairman instructed coordinator to restructure the Monthly report so it can be consolidated for yearly report which can be considered as Annual Appraisal form.

IQAC chairman finally highlighted on the protocols and instructed the restart committee to monitor the actions strictly.