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#### CIRCULAR

DATE: 02.07.2013

A meeting of the Internal Quality Assurance Cell (IQAC) of the college will be held on 16.07.2013 at 4 PM in the Board Room. All members of the IQAC are requested to be present in the meeting.

#### AGENDA:

- Welcome IQAC members for the Academic Session 2013-2014 1.
- Review of Teaching-Learning Process and evaluation
- Course files, Feedback report and action taken 3.
- Laboratory 4.
- R & D funding and publications 5.
- Proposed conference and seminars 6.
- Miscellaneous 7.

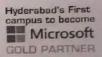
IQAC coordinator



- 2. Vice Principal
- 3. All Members
- 4. Establishment section









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Guru Nanak Institute of Technology Minutes of Meeting of IQAC

16.07.2013

#### The following were present:

1.	Dr. S. Sreenatha Reddy	Principal, GNIT	Chairperson
2.	Dr. M.Narendra Kumar	Vice-Principal, GNIT	IQAC Coordinator
3.	Mr.V.Sitaram Prasad	HOD-Mech	Member
4.	Mr. B. Kedarnath	HOD-ECE	Member
5.	Dr. Aniruddha Bhattacharya	HOD-CSE, GNIT	Member
6.	Mr. K. Madhusudana	HOD-IT, GNIT	Member
7.	Mr.Kuldip Singh	HOD-EEE, GNIT	Member
8.	Dr. G. Srinivas	HOD-H&S, GNIT	Member
9.	Dr. B. Madhusudhan Reddy	HOD-MBA, GNIT	Member
10.	Mr. Madan Mohan	HOD-Civil, GNIT	Member
11.	Mr. Vinay Chopra	Head Placements	Member

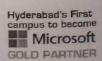
Principal and Vice-Principal welcome to all IQAC committee members

The following points were discussed in the meeting for further needful action at the Department level:

- 1) Strength & Weaknesses of the Department
- 2) Previous year question papers and important questions must be issued to all students.
- 3) Lab experiments completion report must be kept ready for internal IQAC audit.
- 4) Feedback and Action taken report must be ready for verification by IQAC
- 5) Lab Manuals with a master copy must be kept ready for all lab courses.
- 6) Syllabus coverage details copy must be ready and it will be verified by HOD.
- 7) All lab experiments must be completed in all respects
- 8) All attendance registers must be ready with HOD for IQAC team verification









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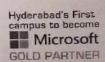
- Letter of Undertaking from Parents of students who got less attendance percentage must be kept it ready (<75%)
- 10) HOD take necessary action towards International Conferences
- 11) HOD should conduct 'Guest Lecture'
- 12) Principal and Vice-Principal will review the NBA report
- 13) Faculty should publish a paper in journal/conference
- 14) Placement head should take necessary action towards placements
- AICTE and JNTUH Inspection All HoDs take necessary action 15)
- HODs are instructed to conduct various events through Department Association. 16)

IQAC coordinator

- 1. Principal
- 2. Vice Principal
- 3. All Members
- 4. Establishment section









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#### CIRCULAR

DATE: 18.03.2014

A meeting of the Internal Quality Assurance Cell (IQAC) of the college will be held on 28.04.2014 at 4 PM in the Board Room. All members of the IQAC are requested to be present in the meeting.

#### AGENDA:

- 1. Confirmation of the minutes of the previous meeting held on 16.07.2013
- 2. Remedial classes for slow learner and Guest Lecture
- 3. R&D - Publications
- 4. Placement activities
- 5. Sports and NSS
- 6. **NBA** Accreditation
- Laboratory session 7.
- 8. AICTE and JNTUH affiliation process
- 9. Teacher's day, Engineer's day, Gandhi Jayanti
- 10. Department Association Activities
- 11. Canteen
- 12 Industrial visit
- 13. Hostel and Transports
- 14. Miscellaneous

Coordinator, IQAC

#### Copy to

- 1. Principal
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#### Guru Nanak Institute of Technology

Minutes of Meeting of IQAC held in the Board Room on 28.04.2014

The following were present:

1.	Dr. S. Sreenatha Reddy	Principal, GNIT	Chairperson
2.	Dr. M. Narendra Kumar	Vice-Principal, GNIT	IQAC Coordinator
3.	Mr. B. Vijaya Kumar	HOD-Mech	Member
4.	Mr. B. Kedarnath	HOD-ECE	Member
5.	Dr. Aniruddha Bhattacharya	HOD-CSE, GNIT	Member
6.	Mr. K. Madhusudana	HOD-IT, GNIT	Member
7.	Mr. Kuldip Singh	HOD-EEE, GNIT	Member
8.	Dr. G. Srinivas	HOD-H&S, GNIT	Member
9.	Dr. B. Madhusudhan Reddy	HOD-MBA, GNIT	Member
10.	Mr. Madan Mohan	HOD-Civil, GNIT	Member
11.	Mr. Vinay Chopra	Head Placements	Member
12.	Mr. Venugopal,	Managing Director, FPS	Industry Representative

The following points were discussed in the meeting for further needful action at the Department level:

- 1) Leave & classwork adjustment Register for Leave (CLs, ELs, etc) to be updated
- 2) Strength & Weaknesses of the Department
- 3) Previous year question papers and important questions must be issued to all students.
- 4) Lab experiments completion report must be kept ready for internal IQAC audit.
- 5) Feedback and Action taken report must be ready for verification by IQAC
- 6) Question Bank and Mid Exams Question Paper must be prepared as per JNTUH format.
- Lab Manuals with a master copy must be kept ready for all lab courses.
- 8) Syllabus coverage details copy must be ready and it will be verified by HOD.
- 9) All lab experiments must be completed in all respects
- 10) Students must submit their Lab Record to HOD
- 11) Late submission of record strictly is not allowed Circular will be issued shortly to the students









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- HODs must sign & return records 12)
- 13) All attendance registers must be ready with HOD IQAC team verification
- Letter of Undertaking from Parents of students who got less attendance percentage must be kept 14) it ready (<75%)
- 15) HOD takes necessary action towards International Conferences
- 16) HOD should conduct 'Guest Lecture'
- 17) NSS team should conduct various events
- Principal and Vice-Principal will review the NBA report 18)
- 19) Faculty should publish a paper in journal/conference
- Placement head should take necessary action towards placements 20)
- Techno Fest and Sports day -HODs and Physical Director take necessary action 21)
- AICTE and JNTUH Inspection All HoDs take necessary action 22)
- All departments should plan to go Industrial visit 23)
- The warden should maintain the discipline inside the hostel and canteen and also HODs should 24) ensure that the hostel student attendance.
- HODs are instructed to conduct various events through Department Association. 25)

Verification by IQAC committee will be scheduled on 5th May 2014.

IOAC Coordinator

#### Copy to

- 1. Principal
- 2. Vice Principal
- 3. All Members
- 4. Establishment section





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Campus:

#### CIRCULAR

DATE: 10.08.2015

A meeting of the Internal Quality Assurance Cell (IQAC) of the college will be held on 24.08.2015 at 4 PM in the Board Room. All members of the IQAC are requested to be present in the meeting.

#### AGENDA:

- Confirmation of the minutes of the previous meeting held on 24.04.2014 1.
- Course file, lesson plan, lecture notes, feedback report & action taken
- Remedial classes for slow learner and Guest Lecture 3.
- Laboratory session 4.
- 35. R&D - Publications for Journals and Conferences
- Placement activities 6.
- 7. Sports and NSS
- 8. Transports
- 9. **NBA** Accreditation
- 10. AICTE and JNTUH affiliation process
- 11. Various events
- Department Association Activities 12.
- Techno Fest, Graduation day 13.
- Canteen and Hostel 14.
- Industrial visit 15.
- Miscellaneous 16.

**IQAC** coordinator

#### Copy to

- 1. Principal
- 2. Vice Principal
- 3. All Members
- 4. Establishment section





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#### Guru Nanak Institute of Technology

Minutes of Meeting of IQAC held in the Board Room on 24.08.2015

#### The following were present:

1.	Dr. S. Sreenatha Reddy	Principal, GNIT	Chairperson
2.	Dr. M. Narendra Kumar	Vice-Principal, GNIT	IQAC Coordinator
3.	Dr. B. Vijaya Kumar	HOD-Mech, GNIT	Member
4.	Dr. R. Dhanasekaran	Professor-Mech, GNIT	Member
5.	Dr. Ravi Shanker Mishra	Professor-ECE, GNIT	Member
6.	Dr. Vishwas Patil	Professor-CSE, GNIT	Member
7.	Dr. Sandeep Singh Rawat	HOD-IT, GNIT	Member
8.	Mr. Mrutyunjay Das	HOD-EEE, GNIT	Member
9.	Dr. G. Srinivas	HOD-H&S, GNIT	Member
10.	Dr. B. Madhusudhan Reddy	HOD-MBA, GNIT	Member
11.	Dr. M. K. Mohan	Professor-Civil, GNIT	Member
12.	Mr. Vinay Chopra	Head Placements	Member
13.	Mr. Venugopal,	Managing Director, FPS	Industry Representative

The following points were discussed in the meeting for further needful action at the Department level:

- Leave & classwork adjustment Register for Leave (CLs, ELs, etc) to be updated 1)
- Strength & Weaknesses of the Department 2)
- Previous year question papers and important questions must be issued to all students. 3)
- Lab experiments completion report must be kept ready for internal IQAC audit. 4)
- Feedback and Action taken report must be ready by 4th November 2015 for verification by IQAC 5)
- Question Bank and Mid Exams Question Paper must be prepared as per JNTUH format. 6)
- Lab Manuals with a master copy must be kept ready for all lab courses. 7)
- Syllabus coverage details copy must be ready and it will be verified by HOD. 8)
- All lab experiments must be completed in all respects by 31st October 2015 9)
- Students must submit their Lab Record to HOD by 31st Oct. 2015. 10)
- Late submission of record strictly is not allowed Circular will be issued shortly to the students 11)
- HODs must sign & return records by 31st October 2015 12)
- All attendance registers must be ready with HOD IQAC team verification 13)
- Letter of Undertaking from Parents of students who got less attendance percentage must be kept 14) it ready (<75%) by 13/10/2015
- 4th International Conference on Innovations in ECE 21-22 August 2015. 15)









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- 16) FDP on VLSI frontend design and verification - 27 to 29 August 2015
- 17) International Youth Fellowship world camp - 05th September 2015.
- 18) NBA inspection report should be ready to show - Immediate action
- Faculty should publish a paper in journal/conference 19)
- 20) Placement head should take necessary action towards placements
- 21) Techno Fest and Sports day - 08 February 2016 - HODs and Physical Director take necessary action
- 22) AICTE and JNTUH Inspection - All HoDs take necessary action
- 23) All departments should plan to go Industrial visit
- The warden should maintain the discipline inside the hostel and canteen and also HODs should 24) ensure that the hostel student attendance.
- The transport manager must cross-check the journey time and maintain discipline inside the 25) college bus.
- Pv 26) HODs are instructed to conduct various events through Department Association.

Verification by IQAC committee will be scheduled on 13th October 2015.

coordinator

- 1. Principal
- 2. Vice Principal
- 3. All Members
- 4. Establishment section









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#### CIRCULAR

DATE: 10.08.2016

A meeting of the Internal Quality Assurance Cell (IQAC) of the college will be held on 17.08.16 at 4 PM in the Board Room. All members of the IQAC are requested to be present in the meeting.

#### AGENDA:

- Confirmation of the minutes of the previous meeting held on 31.10.2015
- Review of Teaching-Learning Process
- Students Mentor System
- Research and Developments
- Planing of various events
  - Placement activities
  - Miscellaneous

AC coordinator

- 1. Principal
- 2. Vice Principal
- 3. All Members
- 4. Establishment section











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#### Guru Nanak Institute of Technology

#### Minutes of Meeting of IQAC held in the Board Room on 17.08.2016

#### The following were present:

1.	Dr. S. Sreenatha Reddy	Principal, GNIT	Chairperson
2.	Dr. M.Narendra Kumar	Vice-Principal, GNIT	IQAC Coordinator
3.	Dr. R. Dhanasekaran	Professor, Mechanical	Member
4.	Dr. B. Vijay Kumar	HOD-Mech	Member
5.	Dr. S. Senthil Kumar	HOD-CSE, GNIT	Member
6.	Dr. K.Madhusudana	HOD-IT, GNIT	Member
7.	Dr. M. K. Mohan	HOD-Civil, GNIT	Member
8.	Mr. Mrutyunjay Das	HOD-EEE, GNIT	Member
9.	Dr. Ravi Shankar Mishra	Professor, ECE, GNIT	Member
10.	Dr. G. Srinivas	HOD-H&S, GNIT	Member
11.	Dr. B. Madhusudan	HOD-MBA, GNIT	Member
12.	Dr. T. Vijay Kumar	Professor, ECE, GNIT	Member
13.	Mr. Vinay Chopra	Head Placements	Member
14.	Mr. Srinivas Pothapragda	CEO, Ostilio	Expert
15.	Mr. Venugopal,	Managing Director, FPS	Industry Representative

## The following points were discussed in the meeting for the further needful action at the department level

#### 1. Confirmation of the minutes of the previous meeting

The minutes of the last meeting held on 31.10.2015 were unanimously confirmed as no objection or comments were received.

#### 2. Review of Teaching-Learning Process

- Learner centric approach
- Delivery system: Adherence to University guidelines, effective tutorials, lab experiments, strategy for slow learner and fast learner, effective mentoring systems, the extent of use of ICT, Online course-MOOC, NPTEL, Extent of industry interaction to enhance the quality of academic delivery, internship.
- Teachers' Quality: Student-Teacher Ratio, Ph.D. faculty, research publications, consultancy,
   FDPs attended by the faculty
- Internal evaluation: Tests question paper must be relevant to the prescribed COs. Transparency in awards of marks
- Students' performance in University Examinations.

#### HODs for necessary action











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#### 3. Students Mentor System

- Principal emphasized to make the student mentoring system more strong to connect students and their parents.
- Parents are well informed about the performance & attendance of their ward.
- Faculty members should facilitate the students in their academic & stress-related issues.

#### HOD's for necessary action

#### 4. Research and Developments

- Research publications by the faculty in indexed journals, sponsored research projects, and Consultancy projects.
- Create an ecosystem for innovation, skill development training, project design.
- Conduction of workshops/seminars on IPR
- The signing of MOUs with industries for skill upgradations
- The planing of workshop on "Accreditation Quality Enhancement Through Outcome-Based Engineering Education" in the month of November-2016
- The planing of a workshop on "Image Processing Algorithm and Applications in the month of December 2016
- Planning to conduct E-Summit on 23-24 August 2016.
- Proposed to conduct startup event, Enterpreniur Alumini meet and Women Enterpreniur day

#### Vice-Principal for necessary action

#### 5. The planing of Various Events

The discussion was done on

- Orientation for first-year students tentatively scheduled on month of July 2016.
- Planning and preparation for Go-Kart event.
- To conduct Graduation day in the month July/August 2016.
- Planning of various activities on Teachers Day, Engineer's Day, Mahatma Gandhi Birthday, National Science Day

#### Vice-Principal for necessary action

#### 6. Feedback Process

Vice-Principal informed that the questionnaire of students' feedback to be prepared on the basis of NAAC Guidelines & it will be collected from the pass out students and also parent feedback to be collected by all departmental Heads during Parent-Teacher meeting &necessary steps will be taken for improvement.

#### HODs for necessary action











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#### 7. Placement activities

Placement head briefed about the forthcoming placement opportunities for eligible students and various training will be organized for the preparation for placement like Pre Placement Training (PPT), personality development, soft skill training, and programming skill training.

#### Placement Head for necessary action

#### 9. Miscellaneous

As there was no other matter to discuss all the members appreciated the effort of the institution and the meeting ended with a vote of thanks to the chair.

IQAC coordinator

- 1. Principal
- 2. Vice Principal
- 3. All Members
- 4. Establishment section











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#### CIRCULAR

DATE: 25.08.2017

A meeting of the Internal Quality Assurance Cell (IQAC) of the college will be held on 08.09.17 at 4 PM in the Board Room. All members of the IQAC are requested to be present in the meeting.

#### AGENDA:

- 1. Confirmation of the minutes of the previous meeting held on 17.08.2016
- 2. Review of Teaching-Learning Process
- 3. Mentoring System for Students
- 4. Research and Developments
- 5. Planning of various events
- 6. Feedback Process
- 7. Placement activities
- 8. Miscellaneous

IQAC contrainator

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- 1. Principal
- 2. Vice Principal
- 3. All Members
- 4. Establishment section







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#### Guru Nanak Institute of Technology

### Minutes of Meeting of IQAC held in the Board Room on 08.09.2017

The following were present:

1.	Dr. S. Sreenatha Reddy	Principal, GNIT	Chairperson
2.	Dr. AK Goyal	Vice-Principal, GNIT	Member
3.	Dr. R. Dhanasekaran	Professor, Mechanical	IQAC Coordinator
4.	Dr. B. Vijay Kumar	HOD-Mech	Member
5.	Dr. S. Senthil Kumar	HOD-CSE, GNIT	Member
6.	Dr. D. Stalin Alex	HOD-IT, GNIT	Member
7.	Dr. Mrutyunjay Das	HOD-EEE, GNIT	Member
8.	Dr. Ravi Shankar Mishra	Professor, ECE, GNIT	Member
9.	Dr. G. Srinivas	HOD-H&S, GNIT	Member
10.	Dr. B. Madhusudan	HOD-MBA, GNIT	Member
11.	Dr. T. Vijay Kumar	Professor, ECE, GNIT	Member
12.	Mr. Vinay Chopra	Head Placements	Member
13.	Mr. Srinivas Pothapragda	CEO, Ostilio	Expert
14.	Mr. Venugopal,	Managing Director, FPS	Industry Representative

The following points were discussed in the meeting for the further needful action at the department level

Confirmation of the minutes of the previous meeting

The minutes of the last meeting held on 17.08.2016 were unanimously confirmed as no objection or comments were received.

#### Review of Teaching-Learning Process

The discussion was done on

- Preparation of syllabus coverage report as on 28/09/2017
- Question Bank and Midterm exams question paper must be prepared as per Blooms taxonomy format
- Lab experiments completion report
- Undertaking from students regarding attendance
- Verification of Lab Manuals 15 Sep. 2017
- Shifting of 1st year to E block and allotting separate blocks to each and every department Nov. 2017

The principal suggested following points to improve the academics:

- Teaching methodologies, communication skills and recent transformations in engineering education must be incorporated in regular lectures.
- Teaching methodologies include Multimedia lectures, NPTEL video lectures, webinars, etc











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Faculty should relate the topic by live examples and the latest technologies.

 Identification of slow learner and guide them accordingly so they can reach the minimum qualifying level.

HODs for necessary action

#### 3. Mentoring System for Students

- Principal emphasized to make the student mentoring system more strong to connect students and their parents.
- Parents are well informed about the performance & attendance of their ward.
- As per JNTUH guidelines, the parent-teacher meeting will be scheduled for 27 October 2017.
- Faculty members should facilitate the students in their academic & stress-related issues.

#### HOD's for necessary action

#### 4. Research and Developments

Vice-Principal briefed about the planning of various activities to enhance research:

- A Two Day National Seminar on "Recent Trends in Applications of Differential Equations" (RTADE-2018) in the month of January 2018
- Faculty Development Program on "Leadership & Strategic Thinking" in the month of December 2017
- The signing of MOU with IIT Bombay proposed in the month of September and zonal competition will be held on 24 September 2017.
- Workshop on "IPR AWARENESS"
- FDP on Rapid Casting Technique (A Hands-on Practice) in the month of November 2017
   IQAC team will verify the faculty publications on 12 October 2018 and motivate to submit papers in conference and Journals.

#### Vice-Principal for necessary action

#### 5. Entrepreneurship Development Cell

The principal appreciated

- Startup Prayanam-Aleap Industrial 18 February 2017.
- Entrepreneurs Alumni meet 24 January 2017.
- Women Entrepreneurs Day 9 March 2017.
- IDEA BOX contest to generate the idea for creative students mind

#### Dr. T. Vijay Kumar Coordinator, EDC for necessary action











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#### 6. Feedback Process

The discussion that HOD's will collect the Student Feedback form till 28 Dec 2017 and department wise report to be submitted to Vice-Principal.It was also decided the questionnaire of students' feedback to be prepared on the basis of NAAC Guidelines & it will be collected from the pass out students and also parent feedback to be collected by all departmental Heads during Parent-Teacher meeting &necessary steps will be taken for improvement.

#### HODs for necessary action

#### 7. Placement activities

Placement head briefed about the placements statistics and activities carried out. He proposed to have a tie-up with external vendors for support in providing internships for engineering students to gets hands-on experience.

#### Placement Head for necessary action

#### 9. Miscellaneous

As there was no other matter to discuss all the members appreciated the effort of the institution and the meeting ended with a vote of thanks to the chair.

IQAC coardinator

- 1. Principal
- 2. Vice Principal
- 3. All Members
- 4. Establishment section











GURU NANAK INSTITUTE OF TECHNOLOGY

(NBA Accredited for ECE, CSE & Mech, Approved By AICTE, New Delhi & Affiliated to JNTUK Hyderabad)

Khanapur Village, Ibrahimpatnam, Manchal Mandal, Ranga Reddy Dist-501506, Telangana

### CIRCULAR

DATE: 10.09.2018

A meeting of the Internal Quality Assurance Cell (IQAC) of the college will be held on 24.09.18 at 4 PM in the Board Room. All members of the IQAC are requested to be present in the meeting.

#### AGENDA:

- 1. Confirmation of the minutes of the previous meeting held on 09.02.2018
- 2. Innovative Teaching -Learning process
- 3. Mentoring System for Students
- 4. Research and Developments
- 5. Entrepreneurship Development Cell
- 6. Feedback Process
- 7. Placement activities
- Miscellaneous

- 1. Principal
- 2. Vice Principal
- 3. All Members
- 4. Establishment section











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#### Guru Nanak Institute of Technology Minutes of Meeting of IQAC held in the Board Room on 24.09.2018

The following were present:

1. Dr. S. Sreenatha Reddy	Principal, GNIT	Chairperson
2. Dr. AK Goyal	Vice-Principal, GNIT	Member
3. Dr. R. Dhanasekaran	Professor, Mechanical	IOAC Coordinator
4. Dr. B. Vijay Kumar	HOD-Mech	Member
5. Dr. S. Deepajothi	HOD-CSE, GNIT	Member
6. Dr. D. Stalin Alex	HOD-IT, GNIT	Member
<ol><li>Dr. Mrutyunjay Das</li></ol>	HOD-EEE, GNIT	Member
8. Dr. Ravi Shankar Mishra	Professor, ECE, GNIT	Member
9. Dr. G. Srinivas	HOD-H&S, GNIT	Member
10. Dr. B. Madhusudan	HOD-MBA, GNIT	Member
11. Dr. T. Vijay Kumar	Professor, ECE, GNIT	Member
12. Mr. Vinay Chopra	Head Placements	Member
13. Mr. Srinivas Pothapragda	CEO, Ostilio	Expert
14. Mr. Venugopal,	Managing Director, FPS	Industry Representative

The following points were discussed in the meeting for the further needful action at the department level

1. Confirmation of the minutes of the previous meeting

The minutes of the last meeting held on 09.02.2018 were unanimously confirmed as no objection or comments were received.

2. Innovative Teaching -Learning process

- Principal discussed to make teaching-learning process more student-centric various innovative teaching methods like Powerpoint presentation, students' seminar, Departmental quiz, Group discussion, Film shows, Survey, Industrial visit, Educational tour, Special lecture are employed by the faculty members.
- Advance learners of the class should be motivated to participate in various events like symposium conference, Hackathon, sports.
- Identification of slow learner and guide them accordingly so they can reach the minimum qualifying level.

HODs for necessary action











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#### 3. Mentoring System for Students

- Principal emphasized to make the student mentoring system more strong to connect students and their parents.
- · Parents are well informed about the performance & attendance of their ward.
- As per JNTUH guidelines, the parent-teacher meeting will be scheduled for 13 October 2018.
- Faculty members should facilitate the students in their academic & stress-related issues.
   HOD's for necessary action

#### 4. Research and Developments

IQAC team will verify the faculty publications on 12 October 2018 and motivate to submit papers in conference and Journals.

In forthcoming sessions workshops and Industrial interaction and TEDx to be planed.

Vice-Principal for necessary action

#### 5. Entrepreneurship Development Cell

The principal appreciated the work done by EDC. Different activities were organized like Entrepreneurship awareness drive by National Entrepreneurship Network-Wadhwani Foundation and other agencies. The planing of first-year interaction and orientation of E-Cell. Encourage the students to participate in the National Enterpanuership Network course.

Dr. T. Vijay Kumar Coordinator, EDC for necessary action

#### 6. Feedback Process

Vice-Principal informed that the questionnaire of students' feedback to be prepared on the basis of NAAC Guidelines & it will be collected from the pass out students and also parent feedback to be collected by all departmental Heads during Parent-Teacher meeting &necessary steps will be taken for improvement.

HODs for necessary action

#### 7. Placement activities

Placement head briefed about the forthcoming placement opportunities for eligible students and various training will be organized for the preparation for placement like Pre Placement Training (PPT), personality development, soft skill training, and programming skill training.

#### Placement Head for necessary action

#### 9. Miscellaneous











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#### 9.Miscellaneous

As there was no other matter to discuss all the members appreciated the effort of the institution and the meeting ended with a vote of thanks to the chair.

IQAC coordinator

- 1. Principal
- 2. Vice Principal
- 3. All Members
- 4. Establishment section











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Ph: +91-40-6632 3294, 6517-6117, Fax: +91-40-2789 2633
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#### CIRCULAR

DATE: 25.01.2018

A meeting of the Internal Quality Assurance Cell (IQAC) of the college will be held on 09.02.18 at 4 PM in the Board Room. All members of the IQAC are requested to be present in the meeting.

#### AGENDA:

- Confirmation of the minutes of the previous meeting held on 08/09/2017
- Review of Teaching-Learning Process and evaluation 2.
  - Academic Audit as per outcome-based learning 3.
  - Planning of various activities for academic improvements 4.
  - Research and Innovations 5.
  - Renewable Energy resources
  - NBA and NAAC accreditation 7.
  - AICTE and JNTUH approval process 8.
  - Placement activities 9.
  - Miscellaneous 10.

- 1. Principal
- 2. Vice Principal
- 3. All Members
- 4. Establishment section











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#### Guru Nanak Institute of Technology

#### Minutes of Meeting of IQAC held in the Board Room on 09.02.2018

The following were present:

1.	Dr. S. Sreenatha Reddy	Principal, GNIT	Chairperson
2.	Dr. AK Goyal	Vice-Principal, GNIT	Member
3.	Dr. R. Dhanasekaran	Professor, Mechanical	IQAC Coordinator
4.	Dr. B. Vijay Kumar	HOD-Mech	GNIT Member
5.	Dr. S. Senthil Kumar	HOD-CSE, GNIT	Member
6.	Dr. D. Stalin Alex	HOD-IT, GNIT	Member
7.	Dr. Mrutyunjay Das	HOD-EEE, GNIT	Member
8.	Dr. Ravi Shankar Mishra	Professor, ECE, GNIT	Member
9.	Dr. G. Srinivas	HOD-H&S, GNIT	Member
10.	Dr. B. Madhusudhan Reddy	HOD-MBA, GNIT	Member
11.	Dr. T. Vijay Kumar	Professor, ECE, GNIT	Member
12.	Mr. Vinay Chopra	Head Placements	Member
13.	Mr. Srinivas Pothapragda	CEO, Ostilio	Expert
14.	Mr. Venugopal,	Managing Director, FPS	Industry Representative

The following points were discussed in the meeting for the further needful action at the department level

#### Confirmation of the minutes of the previous meeting

The minutes of the last meeting held on 08/09/2017 were unanimously confirmed as no objection or comments were received.

#### Review of Teaching-Learning Process and evaluation

The discussion was done on

- Preparation of syllabus coverage report as on 28/02/2018
- Question Bank and Mid-term exams question paper must be prepared as per Blooms taxonomy
- Lab experiments completion report

The principal suggested following points to improve the academics:

- Teaching methodologies, communication skills and recent transformations in engineering education must be incorporated in regular lectures.
- Teaching methodologies include Multimedia lectures, NPTEL video lectures, webinars, etc
- Faculty should relate the topic by live examples and the latest technologies.











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#### Academic Audit as per outcome-based learning

All HODs carry out Academic audit keeping in view the following points

- Level of questions in midterm exams
- Assignments
- Special test
- Questionnaire in labs
- Course outcomes and Program Outcome

#### HOD to take necessary steps

#### Planning of various activities

The discussion was done on

- Orientation for first-year students tentatively scheduled on month of July 2018.
- Planning of ISRO visit in the month of October 2018 for ECE students.
- Planning and preparation for the Go-Kart event.
- To conduct Graduation day in the month of July/August 2018.
  - Planning of various activities on Teachers Day, Engineer's Day, Mahatma Gandhi Birthday

#### Vice-Principal for necessary action

#### Research and Innovations

Principal appreciated

- Mechanical department for successful completion of AICTE funded 2-week FDP and 1<sup>st</sup> International Conference
- MOU with IIT Bombay for robotics workshops and zonal competition
- Three-day workshop on Entrepreneurship awareness camp sponsored by EDII Ahmadabad in the month of October 2017.

Vice-Principal briefed about the planning of various activities to enhance research:

- 3rd International Conference on Innovations in Electrical and Electronics Engineering (ICIEEE 2018) in the month of Aug. 2018.
- National level workshop on Automobile and Advanced Vehicle Dynamics in the month of
- Faculty Development Program(FDP) on "Research and Development" in the month of July
- Faculty Development Program (FDP) on "Teaching Methodologies" in the month of July 2018.
- Explore further possibilities for submission of project proposals to AICTE, DST, UGC and other funding organizations.











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Date: 06.08. 2019

### CIRCULAR

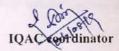
It is proposed to conduct an Internal Quality Assurance meeting on 20.08. 2019 at 2:00 PM at the board room, GNIT. The members are requested to make it convenient to attend the meeting.

#### Agenda:

- 1. Review of Teaching-Learning Process
- 2. Result Analysis and Steps taken for Improvement
- 3. Course files, Lab Audit, Feedback reports and Actions taken
- 4. R & D SCI Publication, Funding and Patents
- 5. Placement Activities and Pre-placement Training Program
- 7. Proposed Conferences and Workshops
- 8. NBA for IT, EEE and Civil

Thank You

Yours Sincerely



- 1. Principal
- 2. Vice Principal
- 3. All Members
- 4. Establishment section











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## Guru Nanak Institute of Technology Minutes of Meeting of IQAC held in the Board Room on 20.08.2019

#### The following were present:

1. Dr. S. Sreenatha Reddy	Principal, GNIT	Chairperson
2. Dr. AK Goyal	Vice-Principal, GNIT	Member
3. Dr. R. Dhanasekaran	Professor, Mechanical	IQAC Coordinator
4. Dr. B. Vijay Kumar	HOD-Mech	Member
5. Dr. S. Deepajothi	HOD-CSE, GNIT	Member
6. Dr. D. Stalin Alex	HOD-IT, GNIT	Member
7. Dr. Mrutyunjay Das	HOD-EEE, GNIT	Member
8. Dr. Ravi Shankar Mishra	Professor, ECE, GNIT	Member
9. Dr. G. Srinivas	HOD-H&S, GNIT	Member
10. Dr. B. Madhusudan	HOD-MBA, GNIT	Member
11. Dr. T. Vijay Kumar	Professor, ECE, GNIT	Member
12. Mr. Vinay Chopra	Head Placements	Member
13. Mr. Srinivas Pothapragda	CEO, Ostilio	Expert

The following could not attend the meeting:

 Mr. Venugopal, Managing Director, Fluid Power Systems, Industry Representative (due to prior commitment)

The following points were discussed in the meeting for the further needful action at the department level

1. A Review on the Teaching-Learning Process:

Principal, GNIT is briefed on the various steps initiated during this session for the improvement of academics. These are related to:

- Attendance improvement of the students by conveying massages to parents and counseling the students who have below 75% attendance
- 2. HODs to ensure that students come to the classes with proper dress code.
- 3. Planning for special classes for lateral entry students.
- 4. Assignment and tutorial question paper should be prepared with bloom's taxonomy
- 5. Level of Mid exam question paper with the scheme of evaluation

HOD to take necessary steps











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### 2. Result Analysis and Steps were taken for Improvement:

- 1. Review of previous semester results & analysis
- The principal expressed his best wishes to the department who had performed well second semester of the academic year 2018-19. Principal further advice to conduct remedial classes to slow learners for further improvement.

Academic Advisory Committee to take necessary steps

#### 3. Course files, Feedback reports, Actions taken:

- Dr. AK Goyal Vice-Principal mentioned that the course files of all the faculty members of all departments were verified, necessary suggestions have been passed on for improvements in the quality of assignments.
- Vice-Principal also suggested preparing the course file according to Outcome-Based Education (OBE) and incorporating Bloom's Taxonomy for the midterm question papers.
- Principal enquired with Vice-Principal and IQAC coordinator for the name of faculty members' who's feedbacks was not up to the mark and the actions taken.

Vice-Principal for necessary action

#### 4. R & D - Funding, Patents:

IQAC apprised about the following:

- a) Total 9 project proposals submitted to DST and CSIR during the 2018-19 academic year for funding.
- b) Total 3 MODROB (Modernisation and Removal Obsolescence) proposals were submitted for funding to AICTE.
- c) Proposal submitted to the Ministry of MSME for the establishment of Business Incubation(BI) Centre

#### Vice-Principal and Coordinator IQAC for necessary action

d) To inform the coordinators of the forthcoming International Conferences-2020 to submit the proposals to funding agencies like DST/DSIR/DRDO/CSIR by 20<sup>th</sup> October 2019. They may consult the Vice Principal in this regard.

#### Conference Convener for necessary action

e) Explore further possibilities for submission of project proposals to UGC and other funding organizations.

Vice-Principal for necessary action







Hyderabad's First campus to become Microsoft GOLD PARTNER



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#### 5. EDC:

The principal appreciated the work done by EDC. Different activities were organized like Entrepreneurship awareness drive by National Entrepreneurship Network-Wadhwani Foundation and other agencies. The Association of Lady Entrepreneurs of India (ALEAP) initiated and MOU signed.

Dr. T. Vijay Kumar Coordinator, EDC for necessary action

### 6. Proposed Conferences and Workshops:

The following Workshops/Conferences have been planned:

- 1. 9<sup>th</sup> International Conference on Innovations in Electronics and Communications Engineering ICIECE-2020
- 8th International Conference on Innovations in Computer Science and Engineering. ICICSE-2020
- 3. 5<sup>th</sup> International Conference on Innovations in Electrical and Electronics Engineering ICIEEE-2020
- 4. 3<sup>rd</sup> International Conference on Innovations in Mechanical Engineering ICIME-2020

The principal suggested that every department should conduct at least one quality workshop/ seminars in an academic year.

Conveners of the Conferences/Workshops for necessary action

#### 7. Placement Activities and Pre-placement Training Program

Principal appreciated the training and placements head, placement coordinators and HOD of all departments for a good selection of students in placement drives and emphasize on rigorous training program by pre-placement training especially in logical and reasoning training and soft skill training which helps them to gain confidence for the upcoming placements.

Placement Head and Coordinators for necessary action

#### Internship - External & Internal

Placement head suggested all the students must register to AICTE Internshala for Internship.

Internship coordinator for necessary action

#### 8. NBA for IT, EEE and Civil:









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### NBA for IT, EEE and Civil:

The principal congratulated the department of ECE, CSE, and Mechanical for achieving the NBA extension up to 2022. Vice-Principal has been advised to discuss the above with Principal.

Vice-Principal for necessary action

#### 9. Various activity

Principal appreciated to IQAC and respected coordinator for conducted various events such that ICIECE-2019, ICICSE-2019, ICIEEE-2019, FDP and Go-kart and also instructed to IQAC to monitor forthcoming various events like IGNITE 2020, TEDx, Annual Day, GNI CHAK DE 2020, Winterfest.

IQAC for necessary action

The principal summarized the various points discussed in the meeting. The meeting ended with a Vote of Thanks to the Chair.

#### Copy to

- 1. Principal
- 2. Vice Principal
- 3. All Members
- 4. Establishment section







Microsoft



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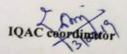
### **CIRCULAR**

DATE: 13.02.2019

A meeting of the Internal Quality Assurance Cell (IQAC) of the college will be held on 27.02.19 at 4 PM in the Board Room. All members of the IQAC are requested to be present in the meeting.

### AGENDA:

- Confirmation of the minutes of the previous meeting held on 24.09.2018
- Review of Teaching-Learning Process and evaluation
- 3. Academic Audit as per outcome-based learning
- Planning of various activities for academic improvements 4.
- 5. Research and Innovations
- 6. Green Practices
- 7. NBA and NAAC accreditation
- AICTE and JNTUH approval process
- Placement activities
- 10. Miscellaneous



- 1. Principal
- 2. Vice Principal
- 3. All Members
- 4. Establishment section











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### Guru Nanak Institute of Technology Minutes of Meeting of IQAC held in the Board Room on 27.02.2019

The following were present:

<ol> <li>Dr. S. Sreenatha Reddy</li> <li>Dr. AK Goyal</li> <li>Dr. R. Dhanasekaran</li> <li>Dr. B. Vijay Kumar</li> <li>Dr. S. Deepajothi</li> <li>Dr. D. Stalin Alex</li> <li>Dr. Mrutyunjay Das</li> <li>Dr. Ravi Shankar Mishra</li> <li>Dr. G. Srinivas</li> <li>Dr. B. Madhusudan</li> <li>Dr. T. Vijay Kumar</li> <li>Mr. Vinay Chopra</li> <li>Mr. Srinivas Pothapragda</li> <li>Mr. Venugopal,</li> </ol>	Principal, GNIT Vice-Principal, GNIT Professor, Mechanical HOD-Mech HOD-CSE, GNIT HOD-IT, GNIT HOD-EEE, GNIT Professor, ECE, GNIT HOD-M&S, GNIT HOD-MBA, GNIT Professor, ECE, GNIT HOD-MBA, GNIT Professor, ECE, GNIT Head Placements CEO, Ostilio Managing Director, FPS	Chairperson Member IQAC Coordinator GNIT Member
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The following points were discussed in the meeting for the further needful action at the

1. Confirmation of the minutes of the previous meeting

The minutes of the last meeting held on 24.09.2018 were unanimously confirmed as no objection or comments were received.

2. Review of Teaching-Learning Process and evaluation

The discussion was done on

- Preparation of syllabus coverage report as on 28/02/2019
- Question Bank and Midterm exams question paper must be prepared as per Blooms taxonomy format
- Lab experiments completion report

The principal suggested following points to improve the academics:

• Teaching methodologies, communication skills and recent transformations in engineering education must be incorporated in regular lectures.











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Khanapur Village, Ibrahimpatnam, Manchal Mandal, Ranga Reddy Dist-501506, Telangana.

### 3. Academic Audit as per outcome-based learning

All HODs carry out Academic audit keeping in view the following points

- Level of questions in midterm exams
- Assignments
- Special test
- · Questionnaire in labs
- · Course outcomes and Program Outcome

#### HOD to take necessary steps

#### 4. Planning of various activities for academic improvements

The discussion was done on

- To enhance the student's technical knowledge different activities to be conducted through Professional chapter/Society
- To encourage faculty members to join FDP and participate in Refresher/ Orientation/Short term Course
- To conduct Graduation day in the month July 2019

#### Vice-Principal for necessary action

#### 5. Research and Innovations

- Web Devlopment and Graphic design workshops was conducted on 22 Jan 2019
- TEDx GNI event organized on 2 Feb 2019.
- E-Cell first year orientation was conduted on 15 Nov. 2018.
- 100 Students were participated in National Enterprenurship Network course on 11 October 2018.
- Mr. Kameswar Eranki, President and CEO of VajraSoft INC. briefed about fill the gap between college and industry on upcoming technology on 12 Januarary 2019.
- It is proposed to motivate senior faculty members in all departments to write a research proposal and to get research funds to serve society.
- Explore further possibilities for submission of project proposals to AICTE, DST, UGC and other funding organizations.







Hyderabad's First campus to become Microsoft



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- Identify the current technology and add a few advance laboratories as an innovation
- Forthcoming 3<sup>rd</sup> International Conference on Innovations in EEE 2019 Vice-Principal for necessary action

#### 6. Green Practices

- The decision was made to motivate the students/staff towards reducing and avoiding the plastic inside of the campus and restricting the usage of plastic in the canteen.
- Rallies on "Say No to Plastic" should be conducted to create awareness among the students and the neighborhood community.

Vice-Principal for necessary action

### 7. NBA and NAAC accreditation

- The principal will review the status of the preparation of the NBA inspection.
- NAAC coordinator shares the status of NAAC preparation and initiated the discussion on academic and administrative audits.

NBA and NAAC coordinator for necessary action

### 8. AICTE and JNTUH approval process

Vice-Principal will review the preparation of the forthcoming JNTUH inspection and extension of approval(EOA) from AICTE.

Vice-Principal for necessary action

### 9. Placement activities

Placement Head briefed about the various training organized for the preparation for placement like Pre Placement Training(PPT), personality development, soft skill training, and programming skill training. He also emphasized that the students who have registered for PPT program and are not attended training, need to seek the permission of their respective HODs to continue for the PPT program.

Placement Head for necessary action

#### 10.Miscellaneous

As there was no other matter to discuss all the members appreciated the effort of the institution and the meeting ended with a vote of thanks to the chair.

- 1. Principal
- 2. Vice Principal
- 3. All Members
- 4. Establishment section









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## Guru Nanak Institute of Technology

Ibrahimpatnam, R. R. District - 501 506 (Telangana) Phone: 08414 - 202120 / 202121 Fax: 08414 - 223344

# II-FEEDBACK FORM PRE-PLACEMENTS TRAINING

Objective: The purpose of this feedback is to generate constructive improvement in performance of the trainers earmarked with your group. You are requested to be pragmatic and rational and objective assessment of the trainers for your approach.

Please rate the trainer associated with your group on a 10 point scale, rating form 10 (very high rating) to 1 (very low rating). Indicate the rating on various attributes and overall competence.

S. No.	Attributes	Trainer Name: Bu	alah Sharon
1	Knowledge	10	
2	Communication Skills	10	
3	Interactive approach/ Encouraging students to ask questions & to participate actively in the class	10	
4	Hands on Practice Session	10	
5	Topic Coverage	9	

Comments, if any:

Name: Mounika

Branch: Civil-A

Date of Feedback: 3001 19

ROLL No: 18835AOU3

Semester/ Year: 11

THANK YOU FOR YOUR VALUABLE FEEDBACK

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Guru Nanak Institutions

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