



**ANIL NEERUKONDA INSTITUTE OF TECHNOLOGY & SCIENCES
(UGC AUTONOMOUS)**

(Affiliated to AU, Approved by AICTE & Accredited by NBA & NAAC with 'A' Grade)

SANGIVALASA-531 162, Bheemunipatnam Mandal, Visakhapatnam District

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No: ANITS/Gen-12/Meeting Notice/2019-20

Date: 16-03-2020

CIRCULAR

A meeting is convened with the members of IQAC Committee at 02:00 PM on 18-03-2020 in the conference hall to discuss the following agenda. All the committee members are requested to make it convenient to attend the meeting and also requested all the HoDs to attend the meeting.

Agenda:

1. Enhancing student communication skills through presentations
2. Training for Programming and coding/ other technical skills
3. Process involved in assessment of activity for 5 internal marks
4. Anti-plagiarism software:
5. NPTEL courses student enrolment
6. AICTE projects
7. IIC cell activities
8. BoS Meeting & Syllabus preparation:
9. Any other item

Principal
PRINCIPAL

To:

1. All the IQAC committee members
2. All the HODs – with a request to attend the meeting
3. IQAC Committee file

IQAC meeting minutes held on 18-03-2020 at 02:00 PM at conference hall

Agenda of the meeting:

1. Enhancing student communication skills through presentations
2. Training for Programming and coding/ other technical skills
3. Process involved in assessment of activity for 5 internal marks
4. Anti-plagiarism software:
5. NPTEL courses student enrolment
6. AICTE projects
7. IIC cell activities
8. BoS Meeting & Syllabus preparation:
9. Any other item

Minutes of the meeting:

1. *Enhancing student communication skills through presentations*

Basing on the inputs from recruiters, even though there are positive remarks from the Infosys /TCS/ Amazon recruitment teams, in observation from the remarks hesitant to talk was discussed in the meeting. The importance of reducing the fear in the mindset of students and enhancing student communication skills in a systematic and continuous manner was discussed. It was suggested that every student should give 6 presentations by the end of 2 year i.e., two and four presentations in the first and second year respectively. **This is in addition to the presentation organized in the English, Soft skills, project and VA courses.** In first year, the presentations/seminars can be conducted in subjects like Environment Science and Professional Ethics. In the second year, respective department HODs will identify the subjects where the presentations can be incorporated. Some of the HoDs suggested that there may be need for one extra hour to be allotted for presentations.

Kind attn.: HoDs, Training Dept., English Dept

2. *Training for Programming and coding/ other technical skills*

The schedules from ECE, EEE, Mech, CSE, IT, civil, Chemical on the above said programmes in III Year II sem was discussed. It is suggested to incorporate the same in the academic / co-curricular activities calendar of the departments. The Principal asked placement team for the tentative calendar of events/ training to be scheduled during summer. The Head - Training gave an overview of training system where in Tier-1 fundamentals are covered, Tier II is 10-day summer training program where advance level of training is given and in Tier III Company specific tests are to be conducted and analyzed. He informed that the schedule will be submitted well in advance of summer vacation.

Kind attn.: HoDs, Training Dept., English Dept.

3. *Process involved in assessment of activity for 5 internal marks*

The importance in assessment of activity for 5 internal marks was discussed. The IQAC committee felt that 5 marks are to be used to enhance technical and non-domain aspects. The Principal suggested the HODs that Academic Planning and Monitoring Committee (AP&MC) has to monitor the process of awarding 5 marks. It should not be a routine exam like a mid exam or quiz but should elicit thought provoking amongst the students.

Kind attn.: HoDs,

4. Anti-plagiarism software:

The members were informed that college has purchased licenses for checking plagiarism Plagcheck for all research related activities of ANITS faculty. Regarding Software passwords will be provided to all depts.. Mr. S. Suresh, librarian ANITS demonstrated the software. Further, he informed that the remote access facility of utilizing e-journals is being worked out.

Kind attn.: HoDs, Librarian

5. NPTEL courses student enrolment

The committee suggested to make it mandatory for II/IV B.Tech students of all branches to enroll in value added subjects of NPTEL courses. The principal asked the HODs to use the services of library coordinators in enrolling the students and advised to support the students in this activity.

Kind attn.: HoDs, Librarian

6. AICTE projects

The status of AICTE projects to be submitted this year were reviewed by the committee and it is suggested the HODs to encourage the faculty to submit as early as possible not only for AICTE but also for SERB projects.

Kind attn.: HoDs,

7. IIC cell activities

It was informed to the members that the Institutions Innovation Council (IIC) is organizing one day workshops on “Entrepreneurship for Engineers” and asked the HODs to encourage their students to participate in the event.

Kind attn.: HoDs, IIC cell coordinator

8. BoS Meeting & Syllabus preparation:

The committee has reviewed the second year syllabus and equivalence for R-15 regulation students. It was informed to CSE department to prepare curriculum for the two new courses CSE (Data science) and CSE (AI & ML) likely to be added from the next academic year and advised them to make first year syllabus common with regular CSE students.

Kind attn.: All HoDs

ATR ON MINUTES OF THE IQAC MEETING HELD ON 18.09.2019

S NO	Agenda Item	Action taken
1.	NBA accreditation for 5 UG programs (ECE, EEE, CSE, IT & Mech):	SAR of 5 Departments have been submitted to NBA under Teir-I. A mock NBA visit was organised by Prof Omprakash Kakde,, Director IIITN .
2.	Orientation Programme	Orientation Programme was conducted successfully.
3.	Pre-placement Training	ECE, CSE, IT organised competitive coding classes with CCC. Mechanical, EEE conducted PYTHON programming classes with APSSDC


PRINCIPAL

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No: ANITS/Gen-12/Meeting Notice/2019-20

Date: 18-09-2019

CIRCULAR

A meeting is convened with the members of **IQAC Committee** at **10:30 AM** on **21-09-2019** in the conference hall to discuss the following agenda. All the committee members are requested to make it convenient to attend the meeting and also requested all the HoDs to attend the meeting.

Agenda:

1. Review on internal audit 2018-19
2. NBA accreditation for 5 UG programs (ECE, EEE, CSE, IT & Mech):
3. Orientation Programme
4. Finalization of R – 19 Course Structure & Academic Regulations as specified by Academic Council
5. Pre-placement Training:
6. Any other item


(Prof. T.V. Hanumantha Rao)
PRINCIPAL

To:

1. All the IQAC committee members
2. All the HODs – with a request to attend the meeting
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IQAC meeting minutes held on 21-09-2019 at 10:30 AM at conference hall

Agenda:

1. Review on action taken on minutes of previous committee meeting
2. Review on internal audit 2018-19
3. NBA accreditation for 5 UG programs (ECE, EEE, CSE, IT & Mech):
4. Orientation Programme
5. Finalization of R – 19 Course Structure & Academic Regulations as specified by Academic Council
6. Pre-placement Training:
7. Any other item

Minutes of the meeting:

1. Review on action taken on minutes of previous committee meeting

The coordinator discussed the action taken of previous committee meeting.

2. Review on internal audit 2018-19

The committee has thoroughly discussed about the internal audit conducted across all departments. The committee informed the improvements to be made in each department and also the important points to focus upon in future for the improvement of quality. The detailed internal audit report is enclosed.

Kind attn.: All HoDs

3. NBA accreditation for 5 UG programs (ECE, EEE, CSE, IT & Mech)::

The NBA accreditation for 5 UG programs under Tier –I was discussed and ascertained about the pre-qualifier compliance. The HODs of the departments are advised to prepare a rough SAR draft. It is suggested to have a training session by Prof Kakde, Director, IIIT, Nagpur.

Kind attn.:HoDs of 5 programmes

4. Orientation Programme:

The committee has reviewed the orientation programme for first year students admitted in 2019-20 academic year. An outline of two weeks orientation programme and the schedule was approved.

Kind attn.: All HoDs, I year coordinators

5. Finalization of R – 19 Course Structure & Academic Regulations as specified by Academic Council:

The R19 course structure of all departments was reviewed. The importance of extended hours (E) and outside class room hours (O) in the R19 structure is discussed. All the HODs are advised to finalize and upload in website. The inclusion of emerging courses as mentioned in AICTE like IOT, artificial intelligence, Robotics and other emerging courses as open electives for R15 curriculum was appreciated.

Kind attn.: All HoDs

6. Pre-placement Training:

Apart from CRT classes, it was discussed about the importance of technical training like basic computing, advanced computing and competitive coding to students of III/IV B.Tech across all departments basing on the needs and strengths of students. This kind of training can be treated as summer internships for CSE and IT branches. The opinions of various HODs regarding pre-placement training was ascertained. It is suggested the following training may be followed by various departments.

- Phase – I and Phase – II training during III year- II semester on Technical, programming and analytical skills. The services of reputed agencies such as CCC, Talentio and Face prep can be used for the training.
- 2 week training during summer on QA & VA and computing skills by the internal resources i.e from CSE , IT faculty
- Two week company specific training for the students before the commencement of CR drives.

ATR ON MINUTES OF THE IQAC MEETING HELD ON 25.03.2019

S NO	Agenda Item	Action taken
1.	NBA Accreditation	NBA visit for Chemical and Civil Engineering Departments completed. The remaining departments are ready to upload prequalifiers under Teir-I
2.	Curriculum design for 2019-20 admitted batch	R19 curriculum finalized and is being implemented for 2019-20 batch.
3.	Finalization of annual budget	Budget for the academic year 2019-20 approved.
4.	Perspective plan 2019-24	Perspective plans were framed by the individual departments.


PRINCIPAL

INTERNAL AUDIT 2018-19

ECE						
S.NO	Parameter	Max Marks	Marks Obtained	Percentage	Improvements Shown	To Focus
1	1. Teaching – Learning Processes:	300	250	83.33	Usage of ICT, MOODLE, Q paper quality check, understanding of OBE	The process for attainment of Non - domain outcomes by students
2	2. Student's Performance	200	132	66.00	Overall improvement	% of students without career backlogs need to be focussed
3	3. Faculty contributions	250	117	46.80	NPTEL / short-term courses by faculty	External funding for research activities and grants for seminars etc, number of doctorates
4	4. Co-curricular activities	100	90	90.00	Improvements Shown	Can focus on organizing some international conference etc.
5	5. Students support systems	85	70	82.35	Better training in prog. Skills	GATE coaching discontinued. Can check for external agency training for GATE / Civil Services, can increase professional body activities
6	6. Continuous improvement	40	33	82.50	Satisfying	
7	7. Best Practices	25	20	80.00	Good number	To cover more number of students
	Total	1000	712	71.20		Should target to the level of 5 years NBA accreditation
EEE						
S.NO	Parameter	Max Marks	Marks Obtained	Percentage	Improvements Shown	To Focus
1	1. Teaching – Learning Processes:	300	196	65.33		
2	2. Student's Performance	200	80	40.00	Feedback , Q paper validation, One grant is received from AICTE, financial support to 2 poor students in the	Action to be taken on previous remarks by IA. To improve ICT facilities, Industry interaction, OBE knowledge of new faculty , Indirect assessment not done,
3	3. Faculty contributions	250	99	39.60		
4	4. Co-curricular activities	100	46	46.00		

5	5. Students support systems	85	57	67.06	department..	Projects, publications seminars / journals, placements, students participation in events, <i>Professional membership, o magazine</i>		
6	6. Continuous improvement	40	29	72.50				
7	7. Best Practices	25	12	48.00				
	Total	1000	519	51.90				
Mechanical								
S.NO	Parameter	Max Marks	Marks Obtained	Percentage			Improvements Shown	To Focus
1	Teaching – Learning Processes:	300	221	73.67			Rubrics , MOODLE	The processes for attainment of Non-domain outcomes by students
2	Student's Performance	200	93	46.50		To be improved.		
3	Faculty contributions	250	132	52.80	External funded Projects	All faculty should focus on research projects / grants for seminars. Not only few.		
4	Co-curricular activities	100	95	95.00		Alumni interactions in interaction and support to the department		
5	Students support systems	85	54	63.53	Remerial classes, addl training in prog. / tech Skills	Can check for external agency training for GATE / Civil Services,		
6	Continuous improvement	40	28	70.00		Can be strengthened.		
7	Best Practices	25	18	72.00	Satisfying			
	Total	1000	641	64.10		Should target to the level of 5 years NBA accreditation		
CSE								
S.NO	Parameter	Max Marks	Marks Obtained	Percentage	Improvements Shown	To Focus		

1	Teaching – Learning Processes:	300	181	60.33	ICT, collaborative learning, project review is good, some assignment papers are good, mentoring system	Documentation work needs lot of improvement
2	Student's Performance	200	144	72.00	Overall improvement	% of students without career backlogs need to be focussed
3	Faculty contributions	250	116	46.40	Books and chapters publications	External funding for research activities and grants for seminars etc, number of doctorates, interaction with outside world
4	Co-curricular activities	100	59	59.00		Needs improvement in Alumni activities. More participation events in good institutions
5	Students support systems	85	50	58.82	Identifications of good students and training	ATRs not properly maintained.
6	Continuous improvement	40	24	60.00	Satisfying	
7	Best Practices	25	20	80.00		To be given more thrust and To cover more number of students
	Total	1000	594	59.40		
	IT					
S.NO	Parameter	Max Marks	Marks Obtained	Percentage	Improvements Shown	To Focus
1	Teaching – Learning Processes:	300	204	68.00	Record and Identification of weak students, some assignments provided from multiple sources which encourage self-learning, MOODLE and online resources usage, salesforce lab	Proper documentation of all activities, Departmental calendar, guest lectures and interaction with outside world, ATR on feed back, Publication, research, student participation in co-curri activities, alumni, feed back from external sources, entrepreneurship, PO
2	Student's Performance	200	95	47.50		
3	Faculty contributions	250	99	39.60		
4	Co-curricular activities	100	42	42.00		
5	Students support systems	85	63	74.12		
6	Continuous improvement	40	21	52.50		
7	Best Practices	25	15	60.00		

	Total	1000	539	53.90		attainment,
Civil (Self assessment)						
S.NO	Parameter	Max Marks	Marks Obtained	Percentage	Improvements Shown	To Focus (As mentioned in NBA exit meeting)
1	Teaching – Learning Processes:	300	249	83.00	CO-PO mapping and understanding, identification of curricular gaps	Non mapping of content beyond syllabus Conventional lectures / Lab/ Assignments Impact analysis on industrial training Limited students professional activates / participation in National Conference Faculty qualification / Research Publications should be improved placements in core companies
2	Student's Performance	200	131	65.50		
3	Faculty contributions	250	96	38.40		
4	Co-curricular activities	100	70	70.00		
5	Students support systems	85	76	89.41		
6	Continuous improvement	40	12	30.00		
7	Best Practices	25	20	80.00		
	Total	1000	650	65.00		
Chemical						
S.NO	Parameter	Max Marks	Marks Obtained	Percentage	Improvements Shown	To Focus (As mentioned in NBA exit meeting)
1	Teaching – Learning Processes:	300	249	83.00	OBE understanding, Mini Projects, experimental demos, Lab demonstration is good, assignments for self-learning,	Department Library should be improved Success rate is low
2	Student's Performance	200	101	50.50		
3	Faculty contributions	250	72	28.80		
4	Co-curricular activities	100	77	77.00		
5	Students support systems	85	56	65.88		

6	Continuous improvement	40	32	80.00	<p>Research & Consultancy should be improved</p> <p>Industrial exposure to faculty is required</p>		
7	Best Practices	25	14	56.00			
	Total	1000	601	60.10			
S & H Department							
Mathematics							
S.No	Parameter	Max Marks	Marks Obtained	Percentage		Improvements Shown	To Focus
1	Teaching - Learning Processes	225	159	70.67		<p>Counseling, Good record of weak students, Membership in professional bodies,</p>	<p>Students / faculty awareness on OBE, Faculty publications, Research projects, student performance</p>
2	Faculty contributions	250	56	22.40			
3	Student Support Systems.	75	57	76.00			
4	Best Practices	25	18	72.00			
		575	290	50.43			
Chemistry							
S.NO	Parameter	Max Marks	Marks Obtained	Percentage			
1	Teaching - Learning Processes	250	221	88.40	<p>Counseling, Good record of weak students, Membership in professional bodies,</p>	<p>Students / faculty awareness on OBE, Faculty publications, Research projects, student performance</p>	
2	Faculty contributions	250	80	32.00			
3	Student Support Systems.	75	62	82.67			
4	Best Practices	25	20	80.00			
		600	383	63.83			
Physics							
S.NO	Parameter	Max Marks	Marks Obtained	Percentage			
1	Teaching - Learning Processes	250	206	82.40	<p>Counseling, Good record of weak students, Membership in professional bodies,</p>	<p>Students / faculty awareness on OBE, Faculty publications, Research projects, student performance</p>	
2	Faculty contributions	250	112	44.80			
3	Student Support Systems.	75	63	84.00			

4	Best Practices	25	20	80.00		
	Total	600	401	66.83		
	English					
S.NO	Parameter	Max Marks	Marks Obtained	Percentage		
1	Teaching - Learning Processes	250	210	84.00		
2	Faculty contributions	250	91	36.40		
3	Student Support Systems.	75	45	60.00		
4	Best Practices	25	20	80.00		
	Total	600	366	61.00		