



ADITYA COLLEGE OF ENGINEERING

Punganur Road, Valasapalle (Post), Madanapalle, Annamayya (Dist.,) - 517325

(An Autonomous Institution)

Ref.: ACEM/Office Order/Constitution/AY: 2024-25/SEM-II/01

Date: 15. 07.2024

****OFFICE ORDER****

Subject: Constitution of Internal Quality Assurance Cell (IQAC) – A.Y 2024–25 Semester II-

Reg.

The composition for the constitution of the Internal Quality Assurance Cell (IQAC) is as per the guidelines prescribed by NAAC and is outlined as follows:

1. Chairperson: Head of the Institution
2. Teachers to represent all level (three to eight)
3. One member from the Management
4. Few Senior administrative officers
5. One nominee each from local society, students and alumni
6. One nominee each from Employers /Industrialists/Stakeholders
7. One of the senior teachers as the coordinator/Director of the IQAC

The Internal Quality Assurance Cell (IQAC) has been constituted in accordance with the guidelines of the National Assessment and Accreditation Council (NAAC). The composition of the Cell is as follows:

S. No.	Name of the Member	Designation	Role
1.	Dr. K. Sathish Babu	Principal, A.C.E.M.	Chairman
2.	Dr. S. Vinay Kumar	Assoc. Prof. & Head, Dept. of C.E, A.C.E.M.	Member
3.	Dr. M. Ram Prasad Reddy	Prof. & Head, Dept. of E.E.E, A.C.E.M.	Member
4.	Dr. K. V. Vara Prasad	Prof. & Head, Dept. of E.C.E, A.C.E.M.	Member
5.	Dr. K. Lakshmaiah	Assoc. Prof. & Head, Dept. of C.S.E, A.C.E.M.	Member
6.	Dr. R. Mahammad Shafi	Prof. & Head, Dept. of A.I. & D.S, A.C.E.M.	Member
7.	Dr. M. Roshini	Assoc. Prof. & Head, Dept. of C.A.I, A.C.E.M.	Member
8.	Dr. T. Amaranadha Reddy	Prof. & Head, Dept. of H&S, A.C.E.M.	Member
9.	Dr. C. Sivarami Reddy	Prof., Dept. of H&S, CoE, A.C.E.M..	Member
10.	Sri. C. Manoj Kumar Reddy	Assoc. Prof. of E.C.E, T & P Officer, A.C.E.M.	Member
11.	Dr. S. Ramalinga Reddy	Management Nominee: Director – A.C.E.M.	Member
12.	Sri. B. Chandra Shekar	Administrative Officer, A.C.E.M.	Member
13.	Sri. Ch. Ram Babu	Local Society Member: Director, GramVikas Sanstha, Madanapalle.	Member
14.	Ms. A. Lavanya	Student – Girl : IV CSE (218P1A0550).	Member
15.	Mr. Prudhvi Narayana	Student – Boy : IV ECE (218P1A0474).	Member
16.	Ms. S. Nischitha (138P1A0527)	Alumni : Team Leader, AMZ Client Commercieiq, Bangaluru.	Member
17.	Sri. N. Mallikarjuna Reddy	Industrialist: Center Manager, Quest Global, Primrose Tower, Marathalli, Bangaluru.	Member
18.	Sri. B. Sreekanth	Asst. Professor, Dept. of C.S.E, A.C.E.M.	Asst. Co-ordinator
19.	Dr. S. Muni Rathanam	Dean–IQAC, Prof. of Dept. of E.C.E, A.C.E.M.	Co-ordinator





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Objectives of IQAC:

1. To develop a system for conscious, consistent, and catalytic improvement in the overall performance of the institution.
2. To promote institutional quality enhancement by initiating and sustaining quality culture and best practices.
3. To channelize efforts and measures of the institution towards academic excellence.
4. To internalize quality assurance as a regular part of the institutional functioning.
5. To institutionalize continuous improvement in academic and administrative performance.
6. To ensure transparency and accountability in institutional processes and decision-making.
7. To act as a nodal agency for coordinating quality-related activities and adopting best practices.
8. To prepare and submit Annual Quality Assurance Reports (AQARs) as per NAAC guidelines for accreditation and assessment purposes.

Functions of IQAC:

1. Development and application of quality benchmarks for academic and administrative activities of the institution.
2. Facilitating the creation of a learner-centric environment conducive to quality education and faculty development for adopting the required knowledge and technology for participatory teaching and learning process.
3. Arrangement for feedback response from students, parents, and other stakeholders on institutional processes.
4. Dissemination of information on various quality parameters of higher education.
5. Organization of inter and intra institutional workshops, seminars, and quality-related themes and promotion of quality circles.
6. Documentation of various programs/activities leading to quality improvement.
7. Acting as a nodal agency of the institution for coordinating quality-related activities, including adoption and dissemination of best practices.
8. To develop and maintain a comprehensive institutional database using a Management Information System (MIS) to support and enhance the quality assurance and improvement processes.
9. Periodic conduct of Academic and Administrative Audits (AAA) and follow-up on the findings.
10. Preparation and submission of the Annual Quality Assurance Report (AQAR) to NAAC as per prescribed guidelines.



K. Luni Babu

Principal & Chairman -IQAC

Principal

Aditya College of Engineering
Madanapalle-517 325

Copy to:

Director Sir for kind information

Deans – Academics & IQAC

All HoDs

In-charges of various Academic Support Units

File



Ref: ACEM/IQAC/Meeting/Circular/AY:2024-25/Sem-II

Date: 27.12.2024

Circular

It is to inform you all that, a meeting of the Internal Quality Assurance Cell (IQAC) of Aditya College of Engineering is scheduled on 31.12.2024 at 11.00 AM in Conference Hall (Room No. 110) of our institute to improve the academic and administrative potentiality of the institution. Therefore, all committee members are kindly requested to make it convenient to attend the meeting with all the relevant information.

Agenda:

The agenda of the meeting is as follows:

1. Welcoming IQAC members
2. Review of Action taken report on the previous IQAC meeting held on 03.09.2024
3. Quality Initiatives
4. Curricular Aspects
5. Teaching – Learning & Evaluation
6. Research, Innovation & Extension
7. Infrastructure and Learning Resources
8. Student Support & Progression
9. Governance, Leadership and Management
10. Any other item with the permission of the chair

Copy to:

Director Sir for kind information

Deans – Academics & IQAC

All HoDs

File



K. S. S. S. S.

IQAC Chairman & Principal

Principal

Aditya College of Engineering

Madanapalle-517 325



Minutes of the Meeting (MoM)

The Internal Quality Assurance Cell (IQAC) meeting was conducted on 31st December 2024 at 11:00 AM in the Conference Hall (Room No. 110) of Aditya College of Engineering to review academic and administrative progress, discuss quality enhancement measures, and plan initiatives aligned with institutional goals and NAAC guidelines.

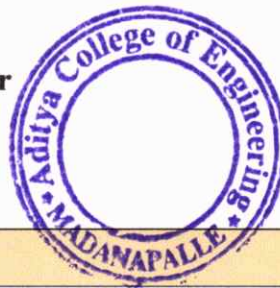
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1. **Welcoming IQAC members**
2. **Review of Action taken report on the previous IQAC meeting held on 03.09.2024**
3. **Quality Initiatives**
4. **Curricular Aspects**
5. **Teaching – Learning & Evaluation**
6. **Research, Innovation & Extension**
7. **Infrastructure and Learning Resources**
8. **Student Support & Progression**
9. **Governance, Leadership and Management**
10. **Any other item with the permission of the chair**

Members Present:

The following members attended the meeting:



S. No.	Name of the Member	Designation	Role
1.	Dr. K. Sathish Babu	Principal, A.C.E.M.	Chairman
2.	Dr. S. Vinay Kumar	Assoc. Prof. & Head, Dept. of C.E, A.C.E.M.	Member
3.	Dr. M. Ram Prasad Reddy	Prof. & Head, Dept. of E.E.E, A.C.E.M.	Member
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7.	Dr. M. Roshini	Prof. & Head, Dept. of C.A.I, A.C.E.M.	Member
8.	Dr.T. Amaranatha Reddy	Prof. & Head, Dept. of H&S, A.C.E.M.	Member
9.	Dr. C. Sivarami Reddy	Prof., Dept. of H&S, C.o.E, A.C.E.M.	Member
10.	Sri. C. Manoj Kumar Reddy	Assoc. Prof. of E.C.E, T & P Officer, A.C.E.M.	Member
11.	Dr. S. Ramalinga Reddy	Management Nominee: Director – A.C.E.M.	Member
12.	Sri. B. Chandra Shekar	Administrative Officer, A.C.E.M.	Member
13.	Sri. Ch. Ram Babu	Local Society Member: Director, GramVikas Sanstha, Madanapalle.	Member
14.	Ms. A. Lavanya	Student – Girl : IV CSE (218P1A0550).	Member



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15.	Mr. Prudhvi Narayana	Student – Boy : IV ECE (218P1A0474).	Member
16.	Ms. S. Nischitha (138P1A0527)	Alumni : Team Leader, AMZ Client Commerceiq, Bengaluru.	Member
17.	Sri. N. Mallikarjuna Reddy	Industrialist : Center Manager, Quest Global, Primrose Tower, Bengaluru.	Member
18.	Sri. B. Sreekanth	Asst. Professor, Dept. of C.S.E, A.C.E.M.	Asst.Co- ordinator
19.	Dr. S. Muni Rathnam	Dean IQAC, Prof. of Dept. of E.C.E, A.C.E.M.	Co-ordinator

Members Absent: - Nil –

Item – 1: Welcoming I.Q.A.C. members

The Principal and Chairman of the IQAC, Aditya College of Engineering, extended a warm welcome to all members at the commencement of the meeting. After his welcome address, the members introduced themselves and exchanged pleasantries, fostering a cordial and collaborative environment for the discussions ahead.

Item -2: Review of Action taken report on the previous IQAC meeting held on 03.09.2024

The committee thoroughly reviewed the Action Taken Report (ATR) presented by the Dean–IQAC, which outlined the initiatives and follow-up actions implemented based on the resolutions of the previous IQAC meeting. The members expressed their appreciation for the significant efforts undertaken by the IQAC in enhancing the academic and administrative quality of the institution. The committee acknowledged the proactive approach, timely execution, and impact of the initiatives carried out, and commended the IQAC for its continued commitment to institutional excellence.

Item -3: Quality Initiatives

It was resolved to participate in the National Institutional Ranking Framework (NIRF) for the academic year 2024–25. The Dean–IQAC was entrusted with the responsibility of completing the necessary documentation for the same.

Item -4: Curricular Aspects

- The Committee instructed the Dean–IQAC and Heads of Departments (HoDs) to prepare academic calendars at both the college and department levels, incorporating quality assurance activities for the academic year 2024–25 and Semester II.
- It was resolved to collect feedback on the curriculum from various stakeholders, analyze the responses, and upload a report on the college website outlining the actions taken.

Item -5: Teaching – Learning & Evaluation

- All HODs were informed to submit the project guide allotment to IQAC, Conduct the reviews as per the calendar given by the IQAC and publish the project work in minimum UGC referred journal.
- The decision has been made to conduct quality internships in the final year, industrial trainings in the third year, and Community Service Projects as per the guidelines given by APSCHE Vijayawada.
- It is decided to monitor the results by segregating subjects under Difficult, Moderate, and Easy with setting targets of getting pass percentage 60%, 70% and 80% respectively and hence were informed to



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conduct a meeting with their faculty members, discuss and submit the segregation of subjects in the prescribed format to IQAC.

- Committee has informed IQAC Coordinator to conduct Students Satisfaction Survey for AY 2024-25 at the end of this semester similar to NAAC and submit the consolidated report in the next IQAC meeting for analysis and to prepare action taken report.

Item -6: Research, Innovation & Extension

- To improve the Research & Innovation Activities, the committee has advised HODs to do following activities effectively
 - Submission of Research Proposals to funding agencies wherever they are announced
 - Encourage the faculties & Students for Filing of Patent & Quality Paper publications.
 - Committee advised to effectively utilize MoUs with industries & academia & arrange more Activities.
 - Institution Innovation Council (IIC), ED Cell and R & D cell are informed to conduct the awareness programs to nurture and transform innovation ideas into Prototype/Project.
- It is resolved to conduct at least two outreach programs during the semester through NSS Cell.

Item -7: Infrastructure and Learning Resources

Library

- The principal informed all HoDs to instruct their concerned faculty members to use ICT tools effectively to enhance the use of ICT in the teaching and learning process.
- All HoDs were informed to instruct their both faculty and students to register for emerging courses with NPTEL in communication with JNTUA guidelines.
- The principal apprised the committee about the construction of a new academic block and a new girls' hostel block to accommodate the additional sanctioned intake for the academic year 2025–26.
- The committee advised that library facilities, including books, journals, and the Integrated Library Management System (ILMS), be properly maintained and regularly updated

Item -8: Student Support & Progression

- Training & Placement Officer informed to plan internal & external training activities for II & III Year students & Placement Drives for Final Year Students.
- All HoDs are informed to prepare a News Letter for every six months & Technical Magazines for every six months at department level and decided to prepare a News Letter at college level for every six months and same to be uploaded to the college website.
- It is decided to conduct more number of Career Guidance Programs and alumni interaction programs to create job awareness among the students.

Item -9: Governance, Leadership and Management

- HODs are informed to plan and organize Faculty Development Programmes & Skill Up Gradation Programs for teaching and Non-teaching Staff respectively.
- The Dean – IQAC advised planning and organizing at least one quality initiative and one collaborative activity during this semester.





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- Dean IQAC presented a report of internal Academic & Administrative Audits and are reviewed. IQAC Coordinator also explained the planning of internal and external Academic Audit to assure the quality in teaching and learning process.
- It is decided to conduct internal audit between 03.02.25 and 08.02.25 and External audit between 02.06.25 and 07.06.25.

Item -10: Any other item with the permission of the chair

Recommendations: Nil

Finally, Dr. S. Muni Rathnam the Dean IQAC has proposed vote thanks to all committee members for sharing their rich knowledge and wide experience for furthering the mission of IQAC and expressed gratitude for their sustained involvement & making the meeting a grand success. The next IQAC meeting is proposed to be hold in August /September 2025.



Principal & Chairman – I.Q.A.C.
(Dr. K. Sathish Babu)
Principal
Aditya College of Engineering
Madanapalle-517 325



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I.Q.A.C. Meeting Attendance

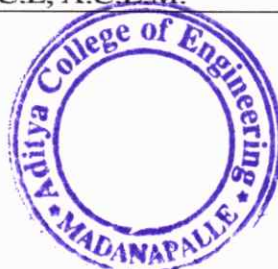
Academic Year & Sem: 2024-25 & II

Date of Meeting: 31.12.2024.

Total Number of Committee Members : 19

Number of Committee Members attended the Meeting : 19

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Principal & Chairman – I.Q.A.C.
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I.Q.A.C. Meeting

Photos

Academic Year & Sem : 2024-25 & II

Date of Meeting: 31.12.2024



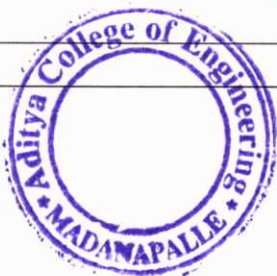
Welcome address by the Principal Dr. K. Sathish Babu



Presentation by the Dean -IQAC



Presentation by the Dean -IQAC



K. Sathish Babu
Principal & Chairman – I.Q.A.C.
Principal
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