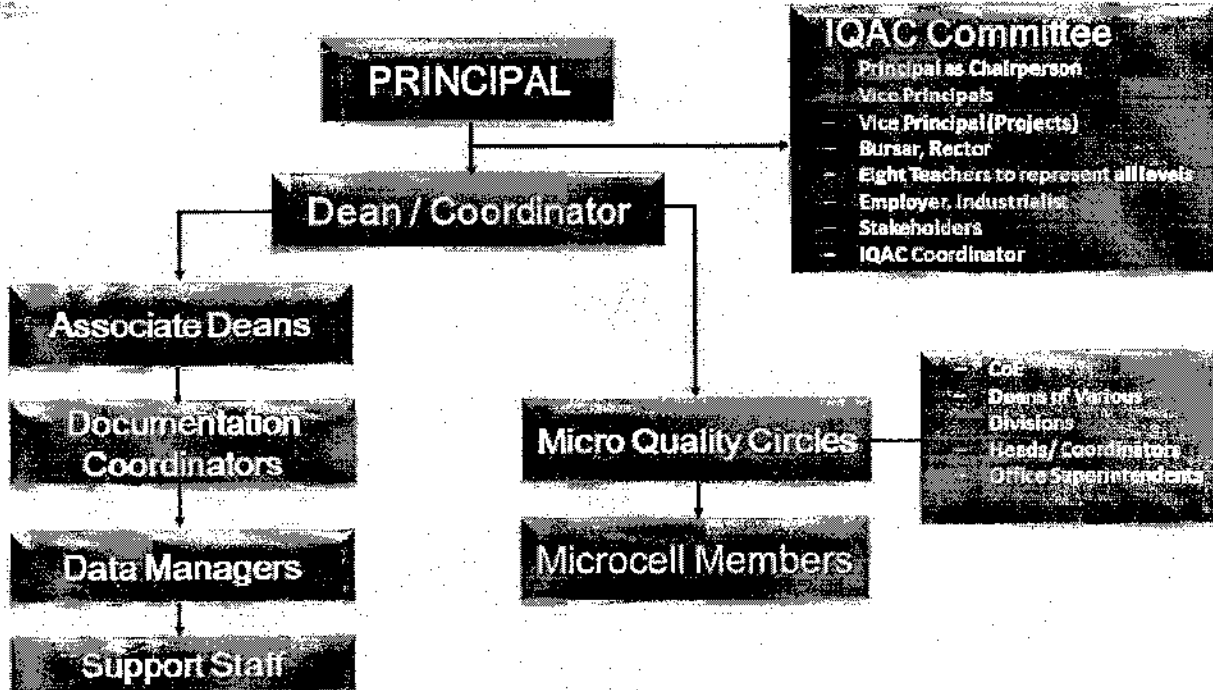




## Organizational Structure of IQAC



"Catalyzing Quality"

# CHALAPATHI INSTITUTE OF ENGINEERING & TECHNOLOGY (AUTONOMOUS)

Approved by AICTE, Affiliated to Acharya Nagarjuna University, Recognized by UGC under section 2(f)  
Accredited by NBA, NAAC with A grade, ISO 9001:2015 Certified Institution  
Chalapathi Nagar, Lam, Guntur-522034, A.P

Date: 06-07-2023

S.NO	Designation	Recommendation of IQAC	Name of office bearer
1	Chair person	Head of the Institution	Dr. M. Chandrasekhar - Principal
2	Senior Teacher	One of the senior faculty as the Coordinator of the IQAC	Dr.V.Nagagopiraju -HOD AI
3	Admin.Representative	Few Senior Administrative Officers	Dr. A. Balaji -HOD CSE Dr K.Venkata Rama Rao - HOD ECE Dr P.V Narendra Kumar - HOD EEE Dr. A. Radhakrishna Murthy -HOD BSH Dr. R Srinivasulu -NSS Coordinator Dr. Sk. Alimoon -Associate professor
4	Management representative	One member from the Management	Sri. Y. Sujith Kumar - Secretary
5	Alumini nominee	One nominee from Students and Alumni	
	Student nomiee		Dasari Gopi Krishna - Associate S/W Engineer TCS
6	Employee nomiee		Dr. Y.Rokesh kumar -TPO
7	Industrialist nominee	One/two nominees from Employers/Industrialist	K.Madhu Kiran -CEO MALTECH

  
Dr. V. Naga Gopi Raju  
IQAC Coordinator

  
Dr. M. Chandrasekhar  
PRINCIPAL

# Chalapathi Institute of Engineering & Technology

(Autonomous. Approved by AICTE, Affiliated to ANU)

Lam, Guntur-522034

## Internal Quality Assurance Cell (IQAC)

---

10.07.2023

### Circular

#### Sub: IQAC Meeting called for- Reg.

This is to inform that Internal Quality Assurance Cell (IQAC) meeting is to be held on 17.07.2023 at 10 a.m. in board room to discuss the following agenda.

1. New Autonomous Regulation R-2023
2. Academic and Administrative Performance
3. Reopening Dates
4. End Semester Results of UG/PG for the academic year 2022-23 (Even semester)
5. Any other matters.

All the members are requested to attend the meeting without fail.

  
IQAC Coordinator

  
Principal

To:

1. All members of IQAC
2. All HODs
3. Office/COE/Library/TPO/Physical Director/Hostels
4. File

# Chalapathi Institute of Engineering & Technology

(Autonomous, Approved by AICTE, Affiliated to ANU)

Lam, Guntur-522034

## Internal Quality Assurance Cell (IQAC)

10.07.2023

### Minutes of the Meeting

The IQAC meeting was conducted on 17.07.2023, 10.00 am at Board room, Chalapathi Institute of Engineering and Technology, Lam, Guntur.

The following members were present

S.No	Name of the Member	Department
1	Dr.V.Nagagopiraju	HOD-AI
2	Dr. A. Balaji	HOD-CSE
3	Mr.J.Bhargav	HOD-CYBER
4	Smt M.Sirisha	ECE
5	Sri G.Bharath Kumar	CSE
6	Mr.Kishore	AI
7	Mrs.D.KiramMai	DS
8	Mr K.Murali Krishna Raju	EEE
9	Mr. B Vijay Kumar	BS&H
10	Mr. J.Rakesh	Civil

Dr. M. Chandrasekhar, Chairman / Principal welcomed all the members of the cell and the following members inducted in the IQAC:


- ▶ The minutes and the action taken report of the previous meeting was read by , Dr.V.Nagagopiraju, IQAC Coordinator and it was confirmed.
- ▶ AQAR submission for the current Academic Year 2023-24 was made successfully by the collective efforts of all the faculty members and it was well appreciated.

The following points were discussed and deliberated.

1. IQAC Coordinator announced that institution application will be submitted for NIRF ranking 2024 and the department coordinators should take the responsibility for collecting the dates.
2. The discussions on the End semester results for the April/May 2023 was carried out and all the members appreciated the OCOE for the efforts taken to conduct the exams and publication of the results.
3. IQAC Coordinator announced the reopening dates for II, III & IV Year was on 25.08.2023.
4. IQAC Coordinator elaborated about the new Autonomous Regulation R-2023 from current semester and also it was decided to introduce Theory cum Lab component to enrich the skills of students. Also announced that Regulation 2024 for PG will be implemented from academic year 2024-2025 onwards.

The meeting ended at 11.30 am with vote of thanks to the chair and other members by the IQAC Coordinator.

  
IQAC Coordinator

  
Head of the Institution  
(Chairman/IQAC)

Copy to,

1. Heads of all Departments
2. All individuals
3. File

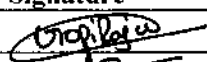

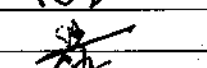
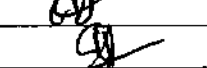
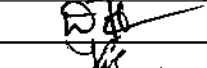

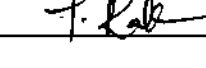



# Chalapathi Institute Of Engineering & Technology

(Autonomous, Approved by AICTE, Affiliated to ANU)

Lam, Guntur-522034

## Internal Quality Assurance Cell (IQAC)

### Internal Quality Assurance Cell (IQAC) Meeting Attendance

S.No	Name of the Member	Department	Signature
1	Dr.V.Nagagopiraju	HOD-AI	
2	Dr. A. Balaji	HOD-CSE	
3	Mr.J.Bhargav	HOD-CYBER	
4	Smt M.Sirisha	ECE	
5	Sri G.Bharath Kumar	CSE	
6	Mr.Kishore	AI	
7	Mrs.D.KiramMai	DS	
8	Mr K.Murali Krishna Raju	EEE	
9	Mr. B Vijay Kumar	BS&H	
10	Mr. J.Rakesh	Civil	

# Chalapathi Institute of Engineering & Technology

(Autonomous, Approved by AICTE, Affiliated to AUC)


Lam, Guntur-522034

## Internal Quality Assurance Cell (IQAC)

### ACTION TAKEN REPORT for MEETING

S.No	Discussions of Previous Meeting	Action Taken Report
1.	AQAR 2022-2023 data collection	Faculty members were motivated to collect the data as per the requirement.
2.	New Autonomous Regulation R-2023	The suggestions to be incorporated in new regulation were well taken
3.	MHRD's Innovation Cell (MIC)	Faculties are motivated to contribute their efforts to obtain higher ratings.
4.	Value Added Courses and Life Skill Enrichment Programmes	Suggestions were well taken and it was discussed in the Board of studies meeting.
5.	Student Induction Program	Dean Academics was assigned the responsibility to facilitate and integrate students into the college learning environment and it was executed through many activities.

  
IQAC Coordinator

  
Head of the Institution  
(Chairman/IQAC)

#### Copy to,

1. Heads of all Departments
2. All individuals
3. File
4. CEO for kind information
5. The Managing Trustee for kind information

# Chalapathi Institute of Engineering & Technology

(Autonomous, Approved by AICTE, Affiliated to ANU)

Lam, Guntur-522034

## Internal Quality Assurance Cell (IQAC)

---

07.12.2023

### Circular

#### Sub: IQAC Meeting called for- Reg.

This is to inform that Internal Quality Assurance Cell (IQAC) meeting is to be held on 14.12.2023 at 10.30 a.m. in board room to discuss the following agenda.

1. Confirmation of Previous Meeting Minutes
2. Previous meeting ATR Submission
3. AQAR Submission 2022-23
4. Results discussion on NBA Visit to CSE/ECE/EEE
5. Office of Controller of Examination - Annual report 2022-23.
6. Curriculum and syllabus framing for new programmes.
7. To brief about the strategic plan of the institute for the current academic year.
8. Any other matters.

All the members are requested to attend the meeting without fail.

  
IQAC Coordinator

  
Principal

To,

1. All HODs
2. Office/COE/Library/TPO/Physical Director/Hostels
3. File



# **Chalapathi Institute of Engineering & Technology**

(Autonomous, Approved by AICTE, Affiliated to ANU)

Lam, Guntur-522034

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

---

07.12.2023

### Minutes of the Meeting

The IQAC meeting was conducted on 14.12.2022, 10.30 am at Board room, Chalapathi Institute of Engineering and Technology, Lam, Guntur.

The following members were present


<b>S.No</b>	<b>Name of the Member</b>	<b>Department</b>
1	Dr.V.Nagagopiraju	HOD-AI
2	Dr. A. Balaji	HOD-CSE
3	Mr.J.Bhargav	HOD-CYBER
4	Smt M.Sirisha	ECE
5	Sri G.Bharath Kumar	CSE
6	Mr.Kishore	AI
7	Mrs.D.KiramMai	DS
8	Mr K.Murali Krishna Raju	EEE
9	Mr. B Vijay Kumar	BS&H
10	Mr. J.Rakesh	Civil

- ▶ Dr. M. Chandrasekhar, Chairperson and Principal greeted the gathering and handed over the session to IQAC coordinator
- ▶ The IQAC Coordinator Dr.V.Nagagopiraju, welcomed the chairperson and all the
- ▶ The new IQAC member, Student nominee included for the current academic year have given their self-introduction.
- ▶ Followed by that the minutes and the action taken report of the previous meeting was read by IQAC Coordinator and it was confirmed.
- ▶ The Management representative appreciated the efforts of the whole team and encouraged all the other eligible programmes to focus on NBA accreditation in future.
- ▶ The Head of the departments are advised to prepare the curriculum and syllabi as per the Regulation R-2023.
- ▶ IQAC Coordinator emphasized about the seed money policies framed to promote the research culture inside and the faculty members should be motivated to make effective utilization of seed money which will be reflected in the performance appraisal. Also it was extended that Faculty members will be rewarded for their research publications.
- ▶ All the HoDs were instructed to stick on to the academic calendar framed by Academic Calendar Adherence Committee which enables the micro level planning thereby maximizing the use of infrastructure and ICT facilities.
- ▶ Faculty members will be encouraged to generate extra-mural funding through funding agencies for organizing Faculty Development programs , workshops, seminars etc.,
- ▶ The Management representative appreciated the whole team for having conducted the EDUCAT event successfully and happily announced this event will be organized every year due to affirmative response this year.

- ▶ IQAC Coordinator announced about the proposal of conducting a Two Days National level seminar on Carbon Neutrality in Industries and Automobiles in the month of April 2024.
- ▶ The Chairperson advised all the Heads of the Departments to conduct more outreach activity in and around Coimbatore as part of contribution to the society.

Finally the IQAC coordinator delivered the vote of thanks and the meeting came to an end at 12.30 pm.

  
IQAC Coordinator

  
Head of the Institution  
(Chairman/IQAC)

Copy to,

1. Head of all Departments
2. All individuals
3. File










# Chalapathi Institute of Engineering & Technology

(Autonomous, Approved by AICTE, Affiliated to ANU)

Lam, Guntur-522034

## Internal Quality Assurance Cell (IQAC)

Attendance for Internal Quality Assurance Cell (IQA) Meeting held on 14.12.2023

S.No	Name of the Member	Department	Signature
1	Dr.V.Nagagopiraju	HOD-AI	
2	Dr. A. Balaji	HOD-CSE	
3	Mr.J.Bhargav	HOD-CYBER	
4	Smt M.Sirisha	ECE	
5	Sri G.Bharath Kumar	CSE	
6	Mr.Kishore	AI	
7	Mrs.D.KiramMai	DS	
8	Mr K.Murali Krishna Raju	EEE	
9	Mr. B Vijay Kumar	BS&H	

## Chalapathi Institute of Engineering & Technology

(Autonomous, Approved by AICTE, Affiliated to ANU)


Lam, Guntur-522034

### Internal Quality Assurance Cell (IQAC)

#### ACTION TAKEN REPORT for MEETING

S.No	Discussions of Previous Meeting	Action Taken Report
1.	NBA Accreditation	CSE,IT,ECE,EEE(4 Departments) were successfully accredited by NBA for the period of 3 years.
2.	Application for new UG Programmes	The suggestion was well taken. Applied for new UG programmes in evolving areas like Biomedical, Agriculture and Food Technology.
3.	Framing of Curriculum and Syllabi	Curriculum and syllabus were framed for new courses.
4.	Application for funding and Research proposals.	Grant was sanctioned from MSME, SERB, Industry partners, TNSCST.
5.	Journal Publications by Faculty members.	Steady rise in the publication records was observed and motivated.

  
IQAC Coordinator

  
Head of the Institution  
(Chairman/IQAC)

**Copy to,**

1. Heads of all Departments
2. All individuals
3. File

# Chalapathi Institute of Engineering & Technology

(Autonomous, Approved by AICTE, Affiliated to ANU)  
Lam, Guntur-522034

## Internal Quality Assurance Cell (IQAC)

---

04.05.2024

### Circular

#### Sub: IQAC Meeting called for- Reg.

This is to inform that Internal Quality Assurance Cell (IQAC) meeting is to be held on 11.05.2024 at 10 a.m. in board room to discuss the following agenda.

1. Introduction of new UG Programme.
2. Teaching-Learning process
3. Discussion about the Ranking
4. Any other matters

All the members are requested to attend the meeting without fail.

  
IQAC Coordinator

  
Principal

To:

1. All members of IQAC
2. All HODs
3. Office/COE/Library/TPO/Physical Director/Hostels
4. File

# Chalapathi Institute of Engineering & Technology

(Autonomous, Approved by AICTE, Affiliated to ANU)

Lam, Guntur-522034

## Internal Quality Assurance Cell (IQAC)

04.05.2024

### Minutes of the Meeting

The IQAC meeting was conducted on 11.05.2024, 10.00 am at Board room, Chalapathi Institute of Engineering and Technology, Lam, Guntur.

The following members were present

S.No	Name of the Member	Department
1	Dr. V. Nagagopiraju	HOD-AI
2	Dr. A. Balaji	HOD-CSE
3	Mr. J. Bhargav	HOD-CYBER
4	Smt M. Sirisha	ECE
5	Sri G. Bharath Kumar	CSE
6	Mr. Kishore	AI
7	Mrs. D. Kiran Mai	DS
8	Mr. K. Murali Krishna Raju	EEE
9	Mr. B. Vijay Kumar	BS&H
10	Mr. J. Rakesh	Civil

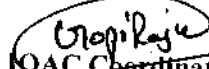
Dr. M. Chandrasekhar, Chairman / Principal welcomed all the members of the cell and the following members inducted in the IQAC:


- ▶ The minutes and the action taken report of the previous meeting was read by Dr.V.Nagagopiraju, IQAC Coordinator and it was confirmed.
- ▶ AQAR submission for the current Academic Year 2023-24 was made successfully by the collective efforts of all the faculty members and it was well appreciated.

The following points were discussed and deliberated.

1. HoDs were requested to instruct all the faculty members to use ICT tools as teaching aids which will enhance the quality of Teaching Learning process in the campus.
2. IQAC Coordinator discussed about the NIRF-Pre-registering process and Data collection on several parameters such as teachers-student ratio, students enrolment, programmes, examination results, finance and infrastructure.
3. IQAC Coordinator discussed on India Today's Ranking and deliberated all the HoDs to render their support for taking up the responsibilities associated with the same.
4. Parent's Feedback and suggestions were also discussed during the meeting.
5. The Principal advised all the heads of the departments to execute the academic activities as per academic calendar and adhere to it without any deviations.
6. Uploading of attendance in the e-campus before evening on daily routine.
7. Remedial classes (evening hours) to be scheduled by all the departments with proper notification to students with the motto to improve

The meeting ended at 11.30 am with vote of thanks to the chair and other members by the IQAC Coordinator.

  
IQAC Coordinator

  
Head of the Institution  
(Chairman/IQAC)

Copy to,

1. Heads of all Departments
2. All individuals
3. File



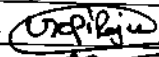

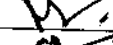




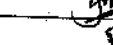
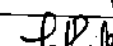
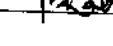
# Chalapathi Institute Of Engineering & Technology

(Autonomous, Approved by AICTE, Affiliated to ANU)

Lam, Guntur-522034

## Internal Quality Assurance Cell (IQAC)

### Internal Quality Assurance Cell (IQAC) Meeting Attendance

S.No	Name of the Member	Department	Signature
1	Dr. V. Nagagopiraju	HOD-AI	
2	Dr. A. Balaji	HOD-CSE	
3	Mr. J. Bhargav	HOD-CYBER	
4	Smt M. Sirisha	ECE	
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8	Mr. K. Murali Krishna Raju	EEE	
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# Chalapathi Institute of Engineering & Technology

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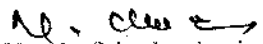
Lam, Guntur-522034

## Internal Quality Assurance Cell (IQAC)

### ACTION TAKEN REPORT for MEETING

S.No	Discussions of Previous Meeting	Action Taken Report
1.	NBA Accreditation for eligible departments for quantity enhancements.	Suggestions was well taken and the process will be initiated soon.
2.	Framing of Curriculum and syllabi (R 2024-25)	The suggestions was well taken and courses were designed.
3.	Utilizations of Infrastructure and ICT facilities.	Faculty members were encouraged to use the available.
4.	Funds/Grants under various Government/Non- Government funding agencies.	Faculty members were motivated to apply for Funds and proposals for conducting faculty development programme were also submitted.
5.	National level seminar on Carbon Neutrality in Industries and Automobiles	It was successfully organized and participants from various colleges participated and got benefitted.
6.	Conducting Outreach Activities	Students were motivated to participate in the activities which are the avenues to bring the growth to the society and raise awareness.

  
IQAC Coordinator

  
Head of the Institution  
(Chairman/IQAC)

#### Copy to,

1. Heads of all Departments
2. All individuals
3. File