

INTERNAL QUALITY ASSURANCE CELL (IQAC)

CIRCULAR

MITSDTBU/IQAC/2025-26/CIR/01

Date: 25.11.2025

Respected Sir/ Madam,

Greetings from IQAC, MITS

The **IQAC meeting** of Madanapalle Institute of Technology & Science (MITS) Deemed to be University, Madanapalle, is scheduled for **Thursday, 28.11.2025**, in the board room, Lakshmi block.

Agenda:

1. IQAC Targets and IQAC Hours for AY 2025–26.
2. NAAC preparedness and AQAR 2024–25 documentation.
3. Review of ISO 21001:2018 EOMS and allied quality audits.
4. Strategic Plan implementation and gap analysis.
5. DQAC activities and departmental quality initiatives.
6. Discussion on Capacity Building and Quality Action Plan for AY 2026–27.

In this connection, we request that you make it convenient for you to attend the meeting and provide valuable input.


Co-Ordinator, IQAC
IQAC Co-ordinator
Madanapalle Institute of
Technology & Science
MADANAPALLE - 517325.


Registrar (I/C)
REGISTRAR
Madanapalle Institute of Technology & Science
(Deemed to be University)
MADANAPALLE - 517 325 A.P. India

Copy to
The Principal
The Heads of the Department
All the members of IQAC



Date: 28.11.25

Minutes of Meeting

According to the proceedings, the Review of **Internal Quality Assurance Cell(IQAC)** was held on 27th November, 2025, in the Board Room from 5:00 to 6:00 p.m., with Dr. D.Pradeep Kumar , Registrar(I/c), in the Chair.

Members Present:

S.No	Name of Members	Designation
1.	Dr. P. Ramanathan	Principal
2.	Dr. K. Sathesh	IQAC Coordinator
3.	Dr. Manish Sharma	NBA Coordinator
4.	Dr. Bhanu Sree Reddy	Professor & Dean-School of Management
5.	Dr. A.V. Pavan Kumar	HOD of EEE
6.	Dr. S. Rajasekaran	HOD of ECE
7.	Dr. M. Sreedevi	HOD of CSE
8.	Dr. S.Baskaran	HOD of MECH
9.	Dr. K.Dinesh	HOD of CST
10.	Dr. M.Kalpana	HOD of CSE-AI
11.	Dr. S.V.S. Ganga Devi	HOD of CSE-CS
12.	Dr.S.Kusuma	HOD of CSE-DS
13.	Dr.N.Naveen Kumar	HOD of MCA
14.	Dr. S. Padma	HOD of CSE(AI & ML)
15.	Dr.Vijay Natarajan	HOD of CIVIL
16.	Dr.G.Sreenivasulu	IQAC Co-Coordinator
17.	Mrs.Anuradha Prudvi	IQAC Document Manager
19.	Mrs.P.Kowsalya	IQAC Document Manager
20.	Mr.Y.Ravi Raju	IQAC Document Manager
20.	Dr. Arunkumar D	Assistant Professor/MECH
21.	Dr. E. Gnanaprasuna	Assistant Professor, MBA
22.	Dr.J.Srivivasan	Assistant Professor, MCA
23.	Dr. R. Praveen Kumar	Assistant Professor, CSE(AI & ML)
24.	Dr. Anurag Kumar Pandey	Assistant Professor, ECE
25.	Mr. Rajesh KS	Mr. Rajesh KS, Assistant Professor/EEE
26.	Mr. Vasudevan M	Mr. Vasudevan M, Assistant Professor/CSE(AI)
27.	Mr. T. Niranjan Babu,	Mr. T. Niranjan Babu, Assistant Professor/CSE(CS)
28.	Dr.Ramaswamy Subramaniam	Assistant Professor, Mathematics
29.	Dr. Ashis Kumar Manna	Assistant Professor, Physics
30.	Dr. Md Nasir Hossain	Assistant Professor, English & FL

Agenda:

IQAC Institutional Review meeting was convened to evaluate progress against the IQAC Targets for Academic Year 2025-26 & Review of 2024-25 Targets on the following initiatives:

1. University-mandated works (Institutional Development Plan, Cells & Committee composition, UGC compliance)
2. NAAC-related initiatives
3. ISO 21001:2018 Educational Organization Management System (EOMS) and allied ISO Audits (ISO 14001:2015, ISO 50001:2018)
4. IQAC core activities (DQAC strengthening, IQAC Hours, Strategic planning, Capacity building)

Minutes of Meeting:

- ❖ **Dr. K. Sathesh, IQAC Coordinator** presented the progress on IQAC Targets for Academic Year 2025-26 with the successful completion of the following:
- ❖ **UGC-mandated deliverables:**

Institutional Development Plan, Cells & Committee compositions, SQAC composition and Draft Policy templates as per UGC norms were reported as completed.
- ❖ It was resolved for reposition of SQAC as NEP-SAARTHI (Student Ambassador for Academic Reforms) and institutionalize student involvement in NEP 2020 implementation. An operational framework for NEP-SAARTHI involving student ambassadors from each department will be finalized and launched.
- ❖ **NAAC-Related Initiatives**
 - i. He ensured that Quantitative (QnM) components are completed, data validation is in progress, and Qualitative (QIM) and Outcome Metrics compilation is underway, with comprehensive validation of all NAAC metrics and finalization of the qualitative component targeted by the second week of December 2025.
 - ii. He presented the roadmap **NAAC Binary Accreditation Task Force** after AQAR submission to map existing institutional practices to the new 10-criterion framework and NEP 44 learner outcome metrics.

❖ ISO 21001:2018 Educational Organization Management System (EOMS)

Following progress was reviewed and all documented information (Policies, Procedures, work instructions, records) will be formally integrated into the ISO 21001 documentation system with clear linkages to IQAC activities (DQAC, NEP-SAARTHI, Strategic planning, Capacity building).

Activity	Status	Remarks
EOMS Procedures and Forms	Completed	
EOMS Exhibits and Flow Charts	In Progress	To be completed before January 2026 Surveillance Audit
Documented Information & Control System	Yet to be completed	Integration with IQAC documentation system pending
Internal Academic & Administrative Audit (AY 2024-25, Sem II)	Completed	Conducted 22 nd -25 th September 2025; Audit reports filed
External Academic & Administrative Audit (AY 2024-25, Sem II)	Yet to be started	Scheduled for last week of January, 2026
ISO 21001 Surveillance Audit	Yet to be scheduled	Planned for 1st week of January 2026

❖ ISO 14001:2015 (EMS) and ISO 50001:2018 (EnMS) – Allied ISO Systems

It is remarked that Internal audit support for Environmental Management System (ISO 14001:2015) and Energy Management System (ISO 50001:2018) has been initiated in collaboration with the Departments of Civil Engineering and Electrical & Electronics Engineering respectively.

- ❖ IQAC Coordinator discussed the Green Audit initiatives being led by the Civil Engineering Department.

IQAC Core Activities and Institutional Strengthening

✦ Department Quality Assurance Cells (DQACs)

He expressed about that “IQAC Hours” is being implemented as a monthly Institutional review mechanism wherein Departments present progress against targets, key achievements challenges with mitigation strategies and resource requirements, while minutes are formally documented with action items assigned clear ownership and completion timelines.

✦ Strategic Plan Status and Gap Analysis

He presented the progress of Strategic Plan status and gap analysis for 2024–25 to be completed by the last week of December 2025 to identify variances between planned and achieved outcomes across academic, research, infrastructure, and governance domains.

✦ Capacity Building and Faculty/Staff Development

He presented the insights on Capacity Building and Faculty/Staff Development including GURU-DAKSHTA Faculty Induction Programme and Professional Development Programmes (PDP)

GURU-DAKSHTA – Faculty Induction Programme (FIP)

- (a) GURU-DAKSHTA will be institutionalized as an annual mandatory program conducted jointly by IQAC and Dean of Academics at the beginning of each academic year.
- (b) Curriculum of GURU-DAKSHTA will be enhanced to include:
 - ✦ Overview of NAAC binary accreditation framework and departmental evidence collection
 - ✦ ISO 21001 expectations and quality assurance processes
 - ✦ NEP 2020 implementation and learner outcome frameworks
 - ✦ Outcomes-based education (OBE) design and assessment
 - ✦ Digital Pedagogy and online learning platforms (Moodle LMS)
 - ✦ Research methodology and publication ethics
- (c) Upon MOU renewal, at least three Professional Development Programmes will be scheduled for AY :2025-26, aligned to Institutional priorities. Participation will be facilitated for at least 30–40 Faculty members across all Departments through a Phased approach.
- (d) Staff Development Programmes (SDP) for administrative and supporting staff are yet to be Planned.

Observations and Recommendations

1. **Integrated Planning:** Institution is in a transition phase with simultaneous activities across NAAC accreditation, ISO 21001 certification, NEP 2020 implementation, and deemed-to-be university compliance. Achieving success requires tightly coordinated timelines and cross-functional collaboration. Monthly IQAC Hours meetings will serve as the coordination mechanism.
2. **Evidence-Based Quality Assurance:** The shift towards the NAAC binary accreditation framework necessitates a fundamental reorientation from process-centric documentation to outcomes-centric evidence. IQAC will facilitate this transition through training, templates, and periodic review.
3. **Student Empowerment:** The repositioning of SQAC as NEP-SAARTHI signals institutional commitment to student-centric governance and academic reforms. This initiative should be visible and impactful across campus communication and student activities.
4. **Resource Mobilization:** Several planned activities (NITTTR PDPs, AADC establishment, enhanced audit processes) will require budgetary support. Finance and Planning cells should ensure timely resource allocation in the budget planning cycle.
5. **Quality Culture:** Success of IQAC initiatives depends upon Faculty and Staff ownership. Institution should foster a culture of quality consciousness through regular communication, recognition, and incentive mechanisms.


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INTERNAL QUALITY ASSURANCE CELL (IQAC)

MITSDTBU/IQAC/2025-26/CIR/02

Date: 09.02.2026

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Respected Sir/ Madam,

Greeting from IQAC, MITS

The **IQAC meeting** of Madanapalle Institute of Technology & Science (MITS) Deemed to be University, Madanapalle, is scheduled for **Thursday, 13.02.2026**, in the board room, Lakshmi block.

Agenda:

1. Discussion on IQAC targets and IQAC hours for the period of November 2025 to January 2026.
2. Staff feedback related to activities to enhance their competence.
3. Discussion on ISO 21001:2018 Certification Audit - EOMS Stage-II.
4. Draft AQAR preparation for the Academic Year 2025-26.
5. Discussion on IQAC core activities (DQAC strengthening, Strategic planning, Capacity building).


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Internal Quality Assurance Cell (IQAC)

MITS DTBU/IQAC/2025-26/MoM/02

Date: 13.02.2026

Minutes of Meeting

Minutes of the IQAC meeting held on Thursday, 13th February 2026 at 4:00 PM in the board room, Lakshmi block. The following members attended the meeting-

Members Present:

S.No	Name of Members	Designation & Role
1.	Dr. P. Ramanathan	Principal
2.	Dr. K. Sathesh	IQAC Coordinator
3.	Dr. A.V. Pavan Kumar	Assistant Dean- Accreditations
4.	Dr. S. Rajasekaran	HOD of ECE
5.	Dr. M. Sreedevi	HOD of CSE
6.	Dr. S. Baskaran	HOD of MECH
7.	Dr. Manavaalan Gunasekaran	HOD of EEE
8.	Dr. K. Dinesh	HOD of CST
9.	Dr. M. Kalpana	HOD of CSE-AI
10.	Dr. S.V.S. Ganga Devi	HOD of CSE-CS
11.	Dr. S. Kusuma	HOD of CSE-DS
12.	Dr. N. Naveen Kumar	HOD of MCA
13.	Dr. S. Padma	HOD of CSE (AI & ML)
14.	Dr. Vijay Natarajan	HOD of CIVIL
15.	Dr. G. Sreenivasulu	IQAC Co-Coordinator
16.	Mrs. Anuradha Prudvi	IQAC Document Manager
17.	Mrs. P. Kowsalya	IQAC Document Manager
19.	Mr. Y. Ravi Raju	IQAC Document Manager
20.	Dr. Arunkumar D	Assistant Professor/MECH, IQAC Member
20.	Dr. E. Gnanaprasuna	Assistant Professor/ MBA, IQAC Member
21.	Dr. J. Srivivasan	Assistant Professor/MCA, IQAC Member
22.	Dr. R. Praveen Kumar	Assistant Professor/CSE(AI & ML), IQAC Member
23.	Dr. Anurag Kumar Pandey	Assistant Professor/ ECE, IQAC Member
24.	Mr. Rajesh KS	Assistant Professor/EEE, IQAC Member
25.	Mr. Y. Ravi Raju	Assistant Professor/CSE(AI), IQAC Member
26.	Mr. T. Niranjan Babu,	Assistant Professor/CSE(CS), IQAC Member
27.	Dr. K Sri Lakshmi	Assistant Professor, Mathematics, IQAC Member
28.	Dr. Ashis Kumar Manna	Assistant Professor, Physics, IQAC Member
29.	Dr. Md Nasir Hossain	Assistant Professor, English & FL, IQAC Member

Agenda:

IQAC Institutional Review meeting was convened to evaluate progress against the IQAC Targets for Academic Year 2025-26 on the following initiatives:

1. Discussion on IQAC targets and IQAC hours for the period of November 2025 to January 2026.
2. Staff feedback related to activities to enhance their competence.



Internal Quality Assurance Cell (IQAC)

3. Discussion on ISO 21001:2018 Certification Audit - EOMS Stage-II.
4. Draft AQAR preparation for the Academic Year 2025-26.
5. Discussion on IQAC core activities (DQAC strengthening, Strategic planning, Capacity building).
6. NITTTR Chennai PDP on "AI in teaching and learning".

Minutes of Meeting:

❖ **Dr. K. Sathesh, IQAC Coordinator** presented the progress on IQAC Targets for Academic Year 2025-26 with the successful completion of the following:

1. **Discussion of IQAC Hours Monthly report:** Dr. K. Sathesh, IQAC Coordinator, discussed the IQAC Hours submission for the month of January 2026. He requested all department IQAC Coordinators to submit the verified data for January 2026 by 26th February 2026.
2. **Staff feedback related to activities to enhance their competence:** The IQAC Coordinator presented staff feedback related to competence enhancement activities. Members reviewed the feedback and approved organizing targeted workshops focusing on modern pedagogy, digital teaching tools, and administrative skill enhancements for AY 2025-26.
3. **Discussion on ISO 21001:2018 Certification Audit - EOMS Stage-II:** The IQAC Coordinator reported on the ISO 21001:2018 Stage-II Certification Audit, which was successfully completed from 22nd – 24th January 2026. Members reviewed the outcome, and the EOMS Team Leader and HODs were instructed to address the observations and maintain continuous process compliance across all departments.
4. **AQAR Submission for the Academic Year 2025-26:** Preparation and data compilation for the AQAR submission for the academic year 2025-26 were reviewed. Criteria leads were assigned to verify uploaded departmental evidence and finalize the report for executive approval by 28th February 2026.
5. **Discussion on IQAC core activities (DQAC strengthening, Strategic planning, Capacity building):** The IQAC Coordinator outlined the core activities of IQAC, emphasizing the strengthening of Department Quality Assurance Cells (DQAC), strategic planning gap analysis, and capacity building. All DQACs were directed to execute monthly internal micro-audits and align departmental action plans with institutional strategic goals.
6. **NITTTR PDP on "AI in teaching and learning":** Professional Development Programme on "AI in Teaching and Learning" in association with NITTTR Chennai was planned to be conducted from 06.04.2026 to 10.04.2026. All department HODs were requested to nominate faculty members (target: 30–40 total participants across departments) and submit the finalized participants list by 05-02-2026.

IQAC meeting concluded with a formal vote of thanks proposed by the coordinator.

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INTERNAL QUALITY ASSURANCE CELL (IQAC)

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MITSDTBU/IQAC/2025-26/CIR/03

Date: 06.06.2026

Respected Sir/ Madam,

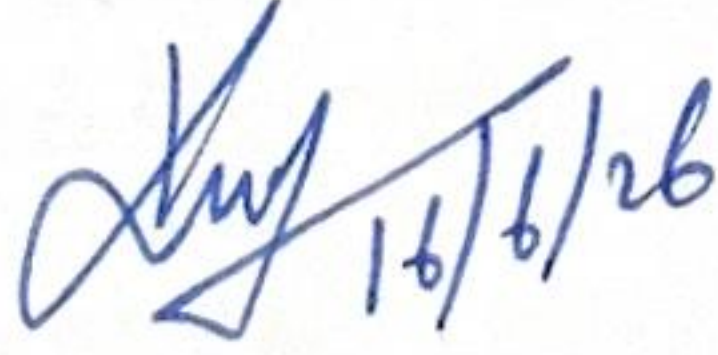
Greeting from IQAC, MITS

The **IQAC meeting** of Madanapalle Institute of Technology & Science (MITS) Deemed to be University, Madanapalle, is scheduled for **Thursday, 11.06.2026**, in the board room, Lakshmi block.

Agenda:

1. Discussion on IQAC targets and IQAC hours for the period of February 2026 to May 2026.
2. Discussion on AQAR 2025-26 preparation, data validation and criterion-wise supporting documentation.
3. Stakeholder feedback analysis and Action Taken Report for the Academic Year 2025-26.
4. Strategic Plan 2022-23 to 2026-27 implementation, gap analysis and corrective measures.
5. Finalization of IQAC quality initiatives and action plan for the Academic Year 2026-27.
6. Internal academic audit for the II Semester, A.Y:2025-26
7. Discussion on IQAC core activities (DQAC strengthening, Strategic planning, Capacity building).

In this connection, we request that you make it convenient for you to attend the meeting and provide valuable input.



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Internal Quality Assurance Cell (IQAC)

MITSDTBU/IQAC/2025-26/MoM/03

Date: 11.06.2026

Minutes of Meeting

Minutes of the IQAC meeting held on Thursday, 13th February 2026, at 4:00 PM in the Board room, Lakshmi block. The following members attended the meeting-

Members Present:

S.No	Name of Members	Designation & Role
1.	Dr. P. Ramanathan	Principal
2.	Dr. K. Sathesh	IQAC Coordinator
3.	Dr. A.V. Pavan Kumar	Assistant Dean – Accreditations.
4.	Dr. Sanjay Kumar C. Gowre	HOD of ECE
5.	Dr. M. Sreedevi	HOD of CSE
6.	Dr. Manavaalan Gunasekaran	HOD of EEE
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29.	Dr. Md Nasir Hossain	Assistant Professor, English & FL, IQAC Member

Agenda:

IQAC Institutional Review meeting was convened to evaluate progress against the IQAC Targets for Academic Year 2025-26 on the following initiatives:

1. Discussion on IQAC targets and IQAC hours for the period of February 2026 to May 2026.
2. Discussion on AQAR 2025–26 preparation, data validation and criterion-wise supporting documentation.



Internal Quality Assurance Cell (IQAC)

3. Stakeholder feedback analysis and Action Taken Report for the Academic Year 2025–26.
4. Strategic Plan 2022–23 to 2026–27 implementation, gap analysis and corrective measures.
5. Finalization of IQAC quality initiatives and action plan for the Academic Year 2026–27.
6. Internal academic audit for the II Semester, A.Y:2025-26
7. Discussion on IQAC core activities (DQAC strengthening, Strategic planning, Capacity building).

Minutes of Meeting:

The IQAC meeting was convened to review the progress of quality initiatives undertaken during the Academic Year 2025–26 and to discuss the action plan and quality enhancement initiatives for the Academic Year 2026–27. The following agenda items were discussed and deliberated upon.

1. Discussion on IQAC targets and IQAC hours for the period of February 2026 to May 2026.

The IQAC Coordinator reviewed the IQAC Hours submissions for the period of February 2026 to May 2026 and discussed the department-wise progress against the identified targets. The achievements, pending activities, challenges and supporting documentation submitted by the departments were reviewed. After reviewing the submissions, the departments were advised to complete the pending activities and submit the supporting documents within the stipulated timeline.

2. AQAR 2025–26 Preparation, Data Validation and Supporting Documentation

The progress of AQAR 2025–26 preparation was reviewed, with particular emphasis on criterion-wise data collection, validation and availability of supporting documents. The members discussed the need to ensure consistency and accuracy of the information provided by various departments and administrative sections. The Criterion and DQAC Coordinators were instructed to verify the data and ensure the completeness and authenticity of all supporting documents before submission to IQAC.

3. Stakeholder Feedback Analysis and Action Taken Report for AY 2025–26

The status of feedback collected from various stakeholders, including students, faculty, alumni and employers, was reviewed. The members discussed the importance of analysing the feedback systematically and identifying areas requiring improvement. The members agreed that the stakeholder feedback shall be consolidated and analysed, and appropriate actions shall be initiated based on the observations received, and that the Feedback Analysis and Action Taken Report (ATR) for AY 2025–26 shall be prepared. The actions initiated based on stakeholder suggestions shall be properly documented with supporting evidence.

4. Strategic Plan 2022–23 to 2026–27 – Implementation, Gap Analysis and Corrective Measures

The progress of the Strategic Plan 2022–23 to 2026–27 was reviewed with reference to the targets and achievements of the departments and institutional cells. The members discussed the gaps between planned targets and actual achievements in various academic, research, student development and institutional quality parameters. Following the discussion, each department/cell was asked to undertake a target-versus-achievement analysis, identify the gaps and initiate appropriate corrective measures during AY 2026–27.

5. Finalization of IQAC Quality Initiatives and Action Plan for AY 2026–27

The members discussed the proposed IQAC quality initiatives and action plan for AY 2026–27, taking into consideration the outcomes of the current academic year, identified gaps, audit

Internal Quality Assurance Cell (IQAC)

observations, stakeholder feedback and institutional strategic priorities. The meeting recommended the preparation of a comprehensive IQAC Action Plan for AY 2026–27 with measurable targets, timelines, responsibilities and expected outcomes.

6. Phase-II Internal Academic Audit for AY 2025–26

The members discussed the conduct of the Phase-II Internal Academic Audit for AY 2025–26. The audit shall focus on verifying the implementation of academic processes, maintenance of course files and records, teaching-learning and assessment documentation, attainment-related records and compliance with institutional academic requirements. It was decided to finalize the audit schedule and audit teams and communicate the requirements to all departments for necessary preparation. HoDs and departmental coordinators shall ensure that the required academic records and supporting documents are updated and made available for verification.

7. IQAC Core Activities – DQAC Strengthening, Strategic Planning and Capacity Building

The progress of the major IQAC core activities, particularly DQAC strengthening, Strategic Planning and Capacity Building, was discussed. The members emphasized the role of DQACs in monitoring departmental quality initiatives and supporting the implementation of institutional quality objectives.

IQAC meeting concluded with a formal vote of thanks proposed by the coordinator.



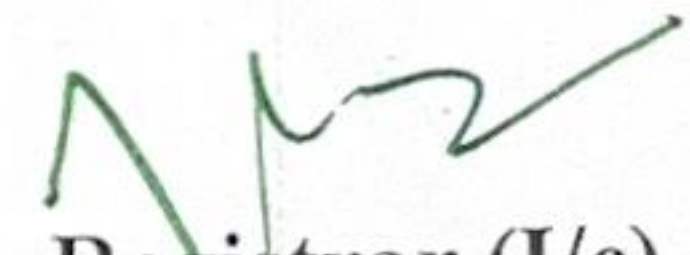
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Principal

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