

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.


IQAC Coordinator

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.

Cells Review Meeting

Date 27/11/2025

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Cells Review Meeting For PAARC and IQAC held on 27/11/2025 in Board Room at 4.30 PM.

Agenda :

- Review for IQAC (2024-25) Target & 2025-26 Targets
- 1. University - mandated Works
- 2. NAAC Related Initiatives
- 3. ISO 21001:2018 (EOMS) and allied ISO Audits.
- 4. IQAC Core activities

Members Attended :-

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|-------------------------------|------------------|--|
| 1) DR. RAMANATHAN | P. Kanjha | |
| 2) DR. R. Nidhya Pro Vice | R. NIDYA | |
| 3) DR. BHANU SREE REDDY (SOM) | | |
| 4) Dr. S. Keerema | Keerema | |
| 5) Dr. S. V. S. Gangadri | HOD, CSE(CS) | |
| 6) Dr. S. PADMA | HOD / AIML | |
| 7. Dr. R. Kalpana | HOD / AI | |
| 8 Dr. KP. Manikandan | AC / CSE(CS) | |
| 9. Dr. B. Jagadeesh | IB Tech Alland | |
| 10. Mrs. K. Pugezhavar | AP / CSD, NBA | |
| 11. Dr. R. Manjunath | AP / MCA | |
| 12. Dr. C. Sivaraj | AS. P / MCA | |
| 13. Mr. B. Seelam | AK P / MBA | |
| 14 Dr. A. Naveen Kumar | Prof / MCA | |
| 15. Dr. Menikandan | Assoc prof / CST | |
| 16. Dr. D. Pradeep Kumar | Asst. Prof | |
| 17. S. Rajashekar | HOD / EEE | |
| 18. Dr. Vijayakumar Natesan | HOD / CE | |
| 19. Dr. A. V. Pavan Kumar | HOD / EEE | |
| 20. Dr. K. Chokkanathan | AI | |
| 21 Dr. T. S. Balaji Dhanu | AP / EEE | |

22.	Dr. Janmani Basak	Asst. Prof (ECE)	Jub
23	E. Sathiyenarayanan	AP / Principal - office	Elly
24	Dr. R. Ramesh	AICTE Coordinator	ul
25	G.R. Hemanth Kumar	PAARC Cell	Shen
26.	P. Kowsalya.	IQAC Docu. Manager	P. Koush
27.	Dr. K. SATHYAN	IQAC Co-ord -	ky
28	Dr. SKINIVASAN	IQAC Co-ord (MCA)	Y
29.	Dr. Ashis Kr. Manna	IQAC Co-ord (Physics)	AK
30	Dr. Anurag K Pandey	DQAC Co-ord (ECE)	Ally
31	Y. Ravi Rayu	DQAC (CST) IQAC member	(By)
32	Dr. R. Praveen Kumar	IQAC Co-ord 2 (CSE - ARMY)	PRG
33	Mr. T. Vignarajan Babu.	DQAC Co-ord (CSE - CS)	CSUR
34	M. VASUDEVAN	IQAC Co-ordinator (CSE - AI)	M. Vasu
35	Ramasamy . S	" (Mathematics)	S. Ram
36	Rajesh K. S	DQAC Coordinator (EEE)	R
37.	Dr. M. Naeem Hossain	DQAC " (E&EL)	M
38	D. Anu Kumar	AP/IEE	DM
39	P. Anusudha	DQAC (DS) / IQAC	Anusudha
40.	Dr. E. Gnanapraguna	DQAC (MBA/IQAC)	G. E.
41.	Dr. S. Senthil Kumar	MOD/ME	S. S.
42.	B. G. Sreenivasal	IQAC/CSE	B. G.
43	Dr. K. SATHYAN	IQAC Co-ord	ky