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Balaji Institute of Technology & Science

Laknepally, Narsampet, Warangal - 506331
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INTERNAL QUALITY ASSURANCE CELL

Ref. No. BITS/IQAC/C-1/2025-26

CIRCULAR

Date: 09.06.2025

All the members of the Internal Quality Assurance Cell (IQAC) are hereby informed that a meeting of the IQAC will be held on 11.06.2025 in committee room at 2:30 pm.

The meeting is being conducted prior to the commencement of the new academic year to discuss the academic plan, quality initiatives, NAAC-related activities, and other important matters.

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

Agenda:

1. Review of previous academic year activities
2. Planning for upcoming academic year
3. Quality enhancement initiatives
4. NPTEL Course Registrations
5. Workshops and FDPs
6. To approve the list of faculties in charge of various clubs, cells and committees of the present academic year
7. Any other matter with the permission of the Chair


IQAC Coordinator


Chairperson

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Ref. No. BITS/IQAC/MOM-1/2025-26

Date : 11.06.2025

Minutes of Meeting

The Minutes of Meeting (MoM) for the meeting chaired by the Chairman, Principal and Dean Academics with all HoDs, In-charges and IQAC coordinator on 11.06.2025.

Date : 09.06.2025

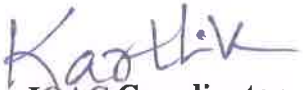
Time : 02.30 pm – 04.00 pm

Venue : Committee Room

Agenda	Resolution
1. Review of Previous Academic Year Activities	The committee reviewed the academic and quality-related activities of the previous academic year. It appreciated the efforts taken and resolved to improve documentation and strengthen outcome-based reporting for NAAC requirements.
2. Planning for the Upcoming Academic Year	It was resolved to finalize the academic calendar and academic plan in alignment with institutional objectives and regulatory guidelines, ensuring effective curriculum delivery and student support activities.
3. Quality Enhancement Initiatives	The IQAC decided to implement new quality initiatives focusing on student-centric learning, innovative teaching methods, mentoring systems, and continuous improvement practices.
4. NPTEL Course Registrations	It was resolved to encourage maximum participation of faculty and students in NPTEL courses and to appoint a faculty coordinator to monitor registrations and certifications.
5. Workshops and FDPs	The committee resolved that each department should organize at least one Workshop/Seminar/FDP in a semester with IQAC support to enhance academic and research skills.

Agenda	Resolution
6. Approval of Faculty In-charge for Clubs, Cells, and Committees	The list of proposed faculty in-charges for various clubs, cells, and committees was reviewed and unanimously approved for the current academic year.
7. Any Other Matter with the Permission of the Chair	No additional matters were discussed. The Chair emphasized teamwork, timely execution of activities, and proper documentation of all IQAC-related activities.

The meeting concluded with a vote of thanks proposed by the IQAC Coordinator. The Chair thanked all members for their active participation and valuable suggestions.


IQAC Coordinator
IQAC Co-ordinator
 Balaji Institute of Technology & Science
 Laknepally, Narsampet, Warangal.


Chairperson
Principal
 Balaji Institute of Technology & Science
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 Laknepally, Narsampet, Warangal Dist-506 331

Members Present:

S. NO.	NAME OF THE MEMBER	DESIGNATION
1	Dr. V. S. Hariharan, Principal	CHAIRPERSON
2	Dr. A. Rajendra Prasad Reddy, Chairman, BGI	MEMBER
3	Dr. V. Narayana, Dean Academics	MEMBER
4	Mr. J. Chaitanya, Dean Students affairs	MEMBER
5	Mr. S. Santhosh Kumar, Dean R&D	MEMBER
6	Mr. S. Suresh, Administrative Officer	MEMBER
7	Mr. P. Sudheer Kumar, HoD, Civil Dept.	MEMBER
8	Dr. S. Mallikarjun Reddy, HoD, EEE. Dept.	MEMBER
9	Dr. L. RadhaKrishna, HoD, Mech. Dept.	MEMBER
10	Dr. P. Kiran Kumar, HoD, ECE Dept.	MEMBER
11	Dr. Raziya Begum, HoD, CSE Dept.	MEMBER
12	Dr. J. VijayKumar, HoD, CSE(AI&ML) Dept.	MEMBER
13	Dr. M. Sridhar, HoD, CSE(DS) Dept.	MEMBER
14	Dr. L. Mohan, HoD, CSE(SE) Dept.	MEMBER
15	Dr. R. Saravanan, Assoc. Prof, EEE Dept.	MEMBER
16	Dr. V. Madhu Kumar, Assoc. Prof, ECE Dept.	MEMBER
17	Dr. V. Sravan Kumar, Assoc. Prof, CSE Dept.	MEMBER
18	Dr. A. GopiKrishna, HoD, MBA Dept.	MEMBER
19	Mr. G. Srinivas, HoD, H&S Dept.	MEMBER
20	Dr. V. Sudhakar Rao, Assoc. Prof, H&S Dept.	MEMBER
21	Mr. Fasi Ahmed Parvez, Head T&P	MEMBER
22	Dr. Ch. Sudhakar, Professor, CSE Dept., NIT Warangal	MEMBER
23	Mr. R. Madhukar Reddy, Asst. Divisional Engineer, TSNPDCL, Warangal	MEMBER
24	Mr. Pinninti Ashok, (H.T. No: 22C31A04B9), Student Representative	MEMBER
25	Mr. Gurrapu Varun Teja, (H.T. No: 20C35A0507), Alumni Representative	MEMBER
26	Dr. V. Karthik Kumar, Assoc. Prof, ECE Dept.	COORDINATOR



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INTERNAL QUALITY ASSURANCE CELL

Ref. No. BITS/IQAC/C-2/2025-26

CIRCULAR

Date: 02.08.2025

All the members of the Internal Quality Assurance Cell are hereby informed that a meeting of the IQAC will be held on 04.08.2025 in committee room at 3:00 pm.

The meeting is convened to review academic progress and discuss important quality initiatives for the ongoing academic year. All members are requested to attend the meeting without fail.

Agenda

1. Review of the minutes and action taken report of the previous meeting
2. Discussion on mid examination syllabus coverage
3. Review of feedback received from students
4. Planning to conduct awareness program on NEP-2020
5. Planning and review of campus recruitment training programs
6. Review of student mentoring activities
7. Preparation and updating of subject-wise question bank
8. Review of ongoing project work
9. Review of laboratory syllabus completion
10. Discussion on the action plan of various departments, clubs and cells for the academic year
11. Lateral entry orientation program
12. Any other matter with the permission of the Chair


IQAC Coordinator


Chairperson

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Ref. No. BITS/IQAC/MOM-2/2025-26

Date : 04.08.2025

Minutes of Meeting

The Minutes of Meeting for the meeting chaired by the Chairman, Principal, Dean Academics and AO, CoE with all HoDs on 04.08.2025.

Date: 04.08.2025

Time: 03.00 pm – 04.00 pm

Venue: Committee Room

The meeting of the IQAC was held on the above-mentioned date and time under the chairmanship of Dr. V. S. Hariharan. The following agenda items were discussed and the resolutions were passed.

Agenda & Resolutions

Agenda	Resolutions / Decisions Taken
1. Review of the minutes and action taken report of the previous meeting	The minutes of the previous meeting were reviewed and approved. Action taken report was presented and accepted by the members.
2. Mid-1 Examination syllabus coverage	Heads of Departments informed that syllabus coverage is progressing as per academic plan. Faculty members were instructed to ensure timely completion before mid examinations.
3. Feedback from students	Student feedback was reviewed. It was resolved to address suggestions regarding teaching methods, lab facilities, and infrastructure improvements.
4. NEP-2020	It is decided to conduct an awareness program on National Education Policy 2020.

Agenda	Resolutions / Decisions Taken
5. Campus recruitment training	It was decided to conduct regular campus recruitment training sessions including aptitude, technical, and soft skills training for all students.
6. Student mentoring	Mentoring records were reviewed. Mentors were advised to conduct regular mentoring sessions and maintain proper documentation.
7. Question Bank preparation	All departments were instructed to prepare and update subject-wise question banks as per Bloom's Taxonomy pattern.
8. Status of project work	Project guides updated the progress. Students were instructed to follow timelines strictly and submit progress reports periodically.
9. Laboratory syllabus coverage	Lab in-charges reported satisfactory progress. It was resolved to ensure all practical sessions are completed as per schedule.
10. Action plan of departments, clubs, and cells	Departments, clubs, and cells presented their action plans for the academic year. The plans were reviewed and approved with suggestions for quality improvement initiatives.
11. Lateral entry orientation program.	It was decided to conduct B.Tech Lateral entry orientation Program on 07.08.2025


IQAC Coordinator
IQAC Co-ordinator
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Chairperson
Principal
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IQAC Meeting on 04.08.2025

Members Present:

S. NO.	NAME OF THE MEMBER	DESIGNATION
1	Dr. V. S. Hariharan, Principal	CHAIRPERSON
2	Dr. A. Rajendra Prasad Reddy, Chairman, BGI	MEMBER
3	Dr. V. Narayana, Dean Academics	MEMBER
4	Mr. J. Chaitanya, Dean Students affairs	MEMBER
5	Mr. S. Santhosh Kumar, Dean R&D	MEMBER
6	Mr. S. Suresh, Administrative Officer	MEMBER
7	Mr. P. Sudheer Kumar, HoD, Civil Dept.	MEMBER
8	Dr. S. Mallikarjun Reddy, HoD, EEE. Dept.	MEMBER
9	Dr. L. RadhaKrishna, HoD, Mech. Dept.	MEMBER
10	Dr. P. Kiran Kumar, HoD, ECE Dept.	MEMBER
11	Dr. Raziya Begum, HoD, CSE Dept.	MEMBER
12	Dr. J. VijayKumar, HoD, CSE(AI&ML) Dept.	MEMBER
13	Dr. M. Sridhar, HoD, CSE(DS) Dept.	MEMBER
14	Dr. L. Mohan, HoD, CSE(SE) Dept.	MEMBER
15	Dr. R. Saravanan, Assoc. Prof, EEE Dept.	MEMBER
16	Dr. V. Madhu Kumar, Assoc. Prof, ECE Dept.	MEMBER
17	Dr. V. Sravan Kumar, Assoc. Prof, CSE Dept.	MEMBER
18	Dr. A. GopiKrishna, HoD, MBA Dept.	MEMBER
19	Mr. G. Srinivas, HoD, H&S Dept.	MEMBER
20	Dr. V. Sudhakar Rao, Assoc. Prof, H&S Dept.	MEMBER
21	Mr. Fasi Ahmed Parvez, Head T&P	MEMBER
22	Dr. Ch. Sudhakar, Professor, CSE Dept., NIT Warangal	MEMBER
23	Mr. R. Madhukar Reddy, Asst. Divisional Engineer, TSNPDCL, Warangal	MEMBER
24	Mr. Pinninti Ashok, (H.T. No: 22C31A04B9), Student Representative	MEMBER
25	Mr. Gurrapu Varun Teja, (H.T. No: 20C35A0507), Alumni Representative	MEMBER
26	Dr. V. Karthik Kumar, Assoc. Prof, ECE Dept.	COORDINATOR



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INTERNAL QUALITY ASSURANCE CELL

Ref. No. BITS/IQAC/C-3/2025-26

CIRCULAR

Date: 10.11.2025

All the members of the Internal Quality Assurance Cell are hereby informed that a meeting of the IQAC will be held on 12.11.2025 in committee room at 11.30 am.

The meeting is convened to review academic progress, examination schedules, project evaluation status, and reports on academic activities conducted during the semester. All members are requested to attend the meeting without fail.

Agenda

1. Review of the minutes and action taken report of the previous meeting
2. Review of syllabus coverage status
3. Review of laboratory syllabus completion
4. Finalization of Internal Laboratory Examination dates
5. Discussion on Semester End Examination schedule
6. Review of Project Evaluation status
7. Review of Mid-II Examination
8. Discussion regarding NPTEL examination status
9. Review of Campus Recruitment Training (CRT) examinations
10. Presentation of reports on completed Workshops and FDPs
11. Any other matter with the permission of the Chair


IQAC Coordinator


Chairperson

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Ref. No. BITS/IQAC/MOM-3/2025-26

Date : 12.11.2025

Minutes of Meeting

The Minutes of Meeting for the meeting chaired by the Chairman, Principal and Dean Academics AO, HoDs and In-charges.

Date : 12.11.2025

Time : 11.30 pm -1.00 pm

Venue : Committee Room

The meeting of the IQAC was held on the above-mentioned date and time under the chairmanship of Dr.V.S.Hariharan. The following agenda items were discussed and the resolutions were passed.

Agenda	Resolutions / Decisions Taken
1. Review of the minutes and action taken report of the previous meeting	The minutes of the previous meeting were reviewed and confirmed. The action taken report was discussed and approved by the members.
2. Review of syllabus coverage status	Heads of Departments presented the syllabus completion status. It was resolved to ensure completion of remaining portions as per academic calendar without delay.
3. Review of laboratory syllabus completion	Lab in-charges reported satisfactory progress. It was decided to complete all pending experiments before the commencement of internal lab examinations.
4. Internal Laboratory Examination dates	The committee finalized the schedule for internal laboratory examinations. Departments were instructed to circulate the timetable to students in advance.
5. Semester End Examination schedule	The tentative semester examination schedule was discussed. Once it is finalized the final timetable will be informed to students.

Agenda	Resolutions / Decisions Taken
6. Project Evaluation status	Project coordinators presented the progress of project work. It was resolved to conduct internal project evaluations as per schedule and ensure timely submission of reports.
7. Mid Examination–II completion	The status of Mid-II examinations was reviewed. Evaluation of answer scripts is to be completed within the stipulated time and marks uploaded promptly.
8. NPTEL examination status	The progress of students enrolled in NPTEL courses was reviewed. Students appearing for the NPTEL exams were encouraged to perform well and departments were instructed to provide necessary support.
9. CRT Examinations	The schedule and performance in Campus Recruitment Training (CRT) examinations were discussed. Additional practice sessions will be arranged based on performance analysis.
10. Report on completed Workshops and FDPs	Reports of recently conducted Workshops and FDPs were presented. The committee appreciated the efforts and suggested organizing more quality enhancement programs.


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Principal
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IQAC Meeting on 12.11.2025 – Members Present

S. NO.	NAME OF THE MEMBER	DESIGNATION
1	Dr. V. S. Hariharan, Principal	CHAIRPERSON
2	Dr. A. Rajendra Prasad Reddy, Chairman, BGI	MEMBER
3	Dr. V. Narayana, Dean Academics	MEMBER
4	Mr. J. Chaitanya, Dean Students affairs	MEMBER
5	Mr. S. Santhosh Kumar, Dean R&D	MEMBER
6	Mr. S. Suresh, Administrative Officer	MEMBER
7	Mr. P. Sudheer Kumar, HoD, Civil Dept.	MEMBER
8	Dr. S. Mallikarjun Reddy, HoD, EEE. Dept.	MEMBER
9	Dr. L. RadhaKrishna, HoD, Mech. Dept.	MEMBER
10	Dr. P. Kiran Kumar, HoD, ECE Dept.	MEMBER
11	Dr. Raziya Begum, HoD, CSE Dept.	MEMBER
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17	Dr. V. Sravan Kumar, Assoc. Prof, CSE Dept.	MEMBER
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21	Mr. Fasi Ahmed Parvez, Head T&P	MEMBER
22	Dr. Ch. Sudhakar, Professor, CSE Dept., NIT Warangal	MEMBER
23	Mr. R. Madhukar Reddy, Asst. Divisional Engineer, TSNPDCL, Warangal	MEMBER
24	Mr. Pinninti Ashok, (H.T. No: 22C31A04B9), Student Representative	MEMBER
25	Mr. Gurrupu Varun Teja, (H.T. No: 20C35A0507), Alumni Representative	MEMBER
26	Dr. V. Karthik Kumar, Assoc. Prof, ECE Dept.	COORDINATOR



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Ref. No. BITS/IQAC/C-4/2025-26

CIRCULAR

Date: 29.11.2025

INTERNAL QUALITY ASSURANCE CELL

All the members of the IQAC are hereby informed that a meeting of the IQAC will be held on 01.12.2025 in committee at 2:30 pm. The meeting is convened to review academic progress, examination schedules, project evaluation status, and reports on academic activities conducted during the semester. All members are requested to attend the meeting without fail.

Agenda

1. Review of the minutes and action taken report of the previous meeting
2. Commencement of II Sem class work
3. Time table for subject and laboratory
4. Course file submissions
5. Lesson plan preparation
6. Discussion regarding NPTEL examination status
7. Campus Recruitment Training (CRT)
8. Exam invigilation's
9. Counseling the students to attend the class work
10. NSS related programs
11. Departmental Activities
12. NIRF Data collection and form filling
13. Graduation Day
14. Any other matter with the permission of the Chair


IQAC Coordinator


Chairperson

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Ref. No. BITS/IQAC/MOM-4/2025-26

Date: 01.12.2025

MINUTES OF MEETING

The meeting of the IQAC was held on 01 December 2025 at 2:30 PM in the Committee Room under the chairmanship of the Principal. The meeting began with a formal welcome address by the Principal, Dr. V. S. Hariharan. The members discussed the agenda items related to academic progress, examination activities, and quality initiatives for the semester.

Agenda & Resolutions :

Agenda	Resolutions / Decisions Taken
1. Review of the minutes and action taken report of the previous meeting	The minutes of the previous meeting were reviewed and confirmed. The Action Taken Report was presented and approved by the members.
2. Commencement of II Semester Class Work	It was informed that II Semester class work will commence from 11.12.2025 as per the academic calendar. All departments were instructed to ensure smooth commencement of classes.
3. Time Table for Subjects and Laboratory	Departments were instructed to prepare and circulate the subject and laboratory timetables to students and faculty members in advance.
4. Course File Submissions	Faculty members were instructed to prepare and submit course files including syllabus, lesson plans, assignments, and teaching materials as per IQAC guidelines.
5. Lesson Plan Preparation	Faculty members were advised to prepare detailed lesson plans for all subjects and submit them to the respective Heads of Departments for review.
6. NPTEL Examination Status	The status of NPTEL course registrations and examinations was reviewed. Students were encouraged to participate actively and faculty coordinators were instructed to guide them.
7. Campus Recruitment Training (CRT)	It was decided to continue Campus Recruitment Training programs focusing on aptitude, technical skills, and soft skills to improve placement opportunities.



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Agenda	Resolutions / Decisions Taken
8. Examination Invigilation	Faculty members were instructed to follow examination invigilation duties responsibly and maintain proper examination discipline.
9. Counseling Students to Attend Classes	Faculty mentors were advised to counsel students regarding regular class attendance and CRT training.
10. NSS Related Programs	NSS unit was instructed to organize social service and community development activities involving student participation.
11. Departmental Activities	All departments are requested to conduct various academic and skill development activities for students. These may include workshops, seminars, guest lectures, industrial training, and personality development programs, etc.
12. Discussion on NIRF	The committee discussed the importance of participation in the NIRF ranking process. Departments were instructed to collect and submit required data to the IQAC.
13. Graduation Day	It was decided to organize the Graduation Day ceremony in January 2026 to honor graduating students and celebrate their academic achievements. After the formation of various committees, necessary arrangements will be made by the respective committees.
13. Any Other Matter with the Permission of the Chair	No additional matters were discussed. The Chair emphasized timely completion of academic activities and maintaining proper documentation for IQAC records.

The meeting concluded with a vote of thanks to the Chair for presiding over the meeting and guiding the deliberations.

IQAC Co-ordinatorBalaji Institute of Technology & Science
Laknepally, Narsampet, Warangal.**Chairperson/Head of the Institution****Principal**
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IQAC Meeting on 01.12.2025**Members Present**

S. NO.	NAME OF THE MEMBER	DESIGNATION
1	Dr. V. S. Hariharan, Principal	CHAIRPERSON
2	Dr. A. Rajendra Prasad Reddy, Chairman, BGI	MEMBER
3	Dr. V. Narayana, Dean Academics	MEMBER
4	Mr. J. Chaitanya, Dean Students affairs	MEMBER
5	Mr. S. Santhosh Kumar, Dean R&D	MEMBER
6	Mr. S. Suresh, Administrative Officer	MEMBER
7	Mr. P. Sudheer Kumar, HoD, Civil Dept.	MEMBER
8	Dr. S. Mallikarjun Reddy, HoD, EEE. Dept.	MEMBER
9	Dr. L. RadhaKrishna, HoD, Mech. Dept.	MEMBER
10	Dr. P. Kiran Kumar, HoD, ECE Dept.	MEMBER
11	Dr. Raziya Begum, HoD, CSE Dept.	MEMBER
12	Dr. J. VijayKumar, HoD, CSE(AI&ML) Dept.	MEMBER
13	Dr. M. Sridhar, HoD, CSE(DS) Dept.	MEMBER
14	Dr. L. Mohan, HoD, CSE(SE) Dept.	MEMBER
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16	Dr. V. Madhu Kumar, Assoc. Prof, ECE Dept.	MEMBER
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18	Dr. A. GopiKrishna, HoD, MBA Dept.	MEMBER
19	Mr. G. Srinivas, HoD, H&S Dept.	MEMBER
20	Dr. V. Sudhakar Rao, Assoc. Prof, H&S Dept.	MEMBER
21	Mr. Fasi Ahmed Parvez, Head T&P	MEMBER
22	Dr. Ch. Sudhakar, Professor, CSE Dept., NIT Warangal	MEMBER
23	Mr. R. Madhukar Reddy, Asst. Divisional Engineer, TSNPDCL, Warangal	MEMBER
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26	Dr. V. Karthik Kumar, Assoc. Prof, ECE Dept.	COORDINATOR



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Laknepally, Narsampet, Warangal - 506331

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Ref. No. BITS/IQAC/C-5/2025-26

CIRCULAR

Date: 06.02.2026

INTERNAL QUALITY ASSURANCE CELL

All the members of the IQAC are hereby informed that a meeting of the IQAC will be held on 10.02.2026 in committee at 3:00 pm.

The meeting is convened to review academic progress, examination schedules, project evaluation status, and reports on academic activities conducted during the semester. All members are requested to attend the meeting without fail.

Agenda

1. Review of the minutes and action taken report of the previous meeting
2. Discussions about Collaborations and MoUs
3. To confirm data collection format for each criterion
4. To discuss AQAR criteria wise distribution and action plan
5. Course attainment as per revised NAAC guidelines (after getting results of sem-I)
6. Awareness program for IPR
7. Collection of feedback from stakeholders.
8. Registration of college in Unnat Bharath Abhiyan programme of central government
9. Faculty appreciation for Newly awarded Ph.D and other achievements
10. Any other matter with the permission of the Chair


IQAC Coordinator


Chairperson

Copy to:

Dean Academics

AO

Dean Students Affairs

Dean R&D

T&P

CoE

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Ref. No. BITS/IQAC/MOM-5/2025-26

10.02.2026

MINUTES OF MEETING

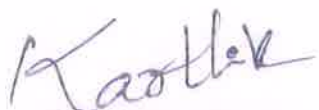
The meeting of the Internal Quality Assurance Cell was held on 10.02.2026 at 3:00 PM in the Committee Room under the chairmanship of the Principal. The members discussed various academic and quality-related matters pertaining to institutional development, NAAC documentation, and quality initiatives.

Agenda & Resolutions

Agenda	Resolutions / Decisions Taken
1. Review of the minutes and action taken report of the previous meeting	The minutes of the previous meeting were reviewed and confirmed. The Action Taken Report was presented and approved by the members.
2. Discussions about Collaborations and MoUs	The committee discussed strengthening academic collaborations with industries and academic institutions. Departments were encouraged to initiate new MoUs for academic, research, and internship opportunities.
3. Confirmation of data collection format for each NAAC criterion	The IQAC finalized the data collection formats for all NAAC criteria to ensure systematic documentation and ease of data compilation.
4. AQAR criteria-wise distribution and action plan	Responsibilities for AQAR preparation were distributed among IQAC members and departmental coordinators. An action plan was prepared for timely submission of AQAR.
5. Course attainment as per revised NAAC guidelines	It was decided that course attainment will be calculated after the declaration of Semester-I results in accordance with the revised NAAC guidelines.
6. Awareness program on Intellectual Property Rights (IPR)	It was resolved to organize an awareness program on Intellectual Property Rights to promote research, innovation, and patent awareness among faculty and students.
7. Collection of feedback from stakeholders	IQAC decided to collect feedback from students, alumni, employers, and parents through structured feedback forms for quality improvement.

Agenda	Resolutions / Decisions Taken
8. Registration of the college in Unnat Bharat Abhiyan	The committee resolved to initiate the process of registering the institution under the Unnat Bharat Abhiyan Programme of the Government of India to promote community engagement and rural development activities.
9. Faculty Appreciation	It was resolved to felicitate the faculty members who have been newly awarded the Ph.D. degree.
10. Any other matter with the permission of the Chair	The Chair emphasized the importance of timely submission of NAAC/NBA related documentation and active participation of departments in quality initiatives.

The meeting concluded with a vote of thanks to the Chair for presiding over the meeting and guiding the deliberations.



IQAC Coordinator

IQAC Co-ordinator

Balaji Institute of Technology & Science
Laknepally, Narsampet, Warangal;



Chairperson /Head of the Institution

Principal

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www.bitswgl.ac.in, email: principal@bitswgl.ac.in, Ph: 98660 50044, Fax: 08718-230521**IQAC Meeting on 10.02.2026 – Members Present**

S. NO.	NAME OF THE MEMBER	DESIGNATION
1	Dr. V. S. Hariharan, Principal	CHAIRPERSON
2	Dr. A. Rajendra Prasad Reddy, Chairman, BGI	MEMBER
3	Dr. V. Narayana, Dean Academics	MEMBER
4	Mr. J. Chaitanya, Dean Students affairs	MEMBER
5	Mr. S. Santhosh Kumar, Dean R&D	MEMBER
6	Mr. S. Suresh, Administrative Officer	MEMBER
7	Mr. P. Sudheer Kumar, HoD, Civil Dept.	MEMBER
8	Dr. S. Mallikarjun Reddy, HoD, EEE. Dept.	MEMBER
9	Dr. L. RadhaKrishna, HoD, Mech. Dept.	MEMBER
10	Dr. P. Kiran Kumar, HoD, ECE Dept.	MEMBER
11	Dr. Raziya Begum, HoD, CSE Dept.	MEMBER
12	Dr. J. VijayKumar, HoD, CSE(AI&ML) Dept.	MEMBER
13	Dr. M. Sridhar, HoD, CSE(DS) Dept.	MEMBER
14	Dr. L. Mohan, HoD, CSE(SE) Dept.	MEMBER
15	Dr. R. Saravanan, Assoc. Prof, EEE Dept.	MEMBER
16	Dr. V. Madhu Kumar, Assoc. Prof, ECE Dept.	MEMBER
17	Dr. V. Sravan Kumar, Assoc. Prof, CSE Dept.	MEMBER
18	Dr. A. GopiKrishna, HoD, MBA Dept.	MEMBER
19	Mr. G. Srinivas, HoD, H&S Dept.	MEMBER
20	Dr. V. Sudhakar Rao, Assoc. Prof, H&S Dept.	MEMBER
21	Mr. Fasi Ahmed Parvez, Head T&P	MEMBER
22	Dr. Ch. Sudhakar, Professor, CSE Dept., NIT Warangal	MEMBER
23	Mr. R. Madhukar Reddy, Asst. Divisional Engineer, TSNPDCL, Warangal	MEMBER
24	Mr. Pinninti Ashok, (H.T. No: 22C31A04B9), Student Representative	MEMBER
25	Mr. Gurrapu Varun Teja, (H.T. No: 20C35A0507), Alumni Representative	MEMBER
26	Dr. V. Karthik Kumar, Assoc. Prof, ECE Dept.	COORDINATOR



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Ref. No. BITS/IQAC/C-6/2025-26

CIRCULAR

Date: 10.04.2026

INTERNAL QUALITY ASSURANCE CELL

All the members of the Internal Quality Assurance Cell (IQAC) are hereby informed that a meeting of the IQAC will be held on 13.04.2026 in committee hall at 11.30am.

The meeting is convened to review academic progress, examination schedules, project evaluation status, and reports on academic activities conducted during the semester. All members are requested to attend the meeting without fail.

Agenda

1. Review of the minutes and action taken report of the previous meeting
2. Syllabus coverage
3. Mid exam moderation
4. Mid exam paper evaluation with blooms
5. External lab examinations
6. External duties for project stage II and lab exams
7. Farewell Get-Together Celebrations
8. Souvenir data verification for printing
9. External lab and semester exam schedule
10. Review on Cultural Fest activities committee wise
11. Completion and updating NAAC 2025-26 files
12. NPTEL exams
13. Key papers submission
14. Felicitation of faculty members in recognition of their achievements.
15. Any other matter with the permission of the Chair


IQAC Coordinator


Chairperson

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Dean Academics

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Dean Students Affairs

Dean R&D

T&P

CoE

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Ref. No. BITS/IQAC/MOM-5/2025-26

Date : 13.04.2026

MINUTES OF MEETING

The meeting of the Internal Quality Assurance Cell was held on 13.04.2026 at 11.30am in the Committee Room under the chairmanship of the Principal. The members discussed various academic and quality-related matters pertaining to institutional development, NAAC/NBA documentation, and quality initiatives.

Agenda & Resolutions:

Agenda	Resolutions / Decisions Taken
1. Review of the minutes and action taken report of the previous meeting	The minutes of the previous meeting were reviewed and confirmed. The Action Taken Report was presented and approved by the members.
2. Syllabus coverage	Heads of Departments reviewed the syllabus coverage status and instructed faculty to complete the remaining syllabus as per the academic schedule.
3. Mid exam moderation	It was resolved to carry out moderation of mid examination papers and evaluation to ensure uniformity and fairness.
4. Mid exam paper evaluation with Bloom's Taxonomy	Faculty members were instructed to evaluate answer scripts based on Bloom's Taxonomy to ensure proper assessment of different cognitive levels.
5. External lab examinations	It was decided to conduct external laboratory examinations as per university guidelines with proper planning and supervision.
6. External duties for project stage II and lab exams	Faculty members were informed to attend external duties related to Project Stage-II evaluations and laboratory examinations as assigned by the institute.
7. Farewell day celebrations	It was resolved to organize Farewell Day celebrations for outgoing students with active participation and proper arrangements.
8. Souvenir data verification for printing	The committee decided to verify and finalize souvenir data before sending it for printing.



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Agenda	Resolutions / Decisions Taken
9. External semester exam schedule	The external semester examination schedule was discussed, and departments were instructed to inform students and make necessary arrangements.
10. External lab exam schedule	The schedule for external laboratory examinations was finalized and will be communicated to students in advance.
11. Review on cultural fest activities	The progress of cultural fest activities was reviewed committee-wise, and coordination was emphasized for successful execution.
12. Completion and updating NAAC/NBA files for the academic year 2025–26	Departments were instructed to complete and update NAAC/NBA files for the academic year 2025–26 and submit them to IQAC for verification.
13. NPTEL exams	The status of NPTEL examinations was reviewed, and students were encouraged to participate actively with guidance from faculty coordinators.
14. Key papers submission	Faculty members were instructed to prepare and submit key papers to the examination branch within the stipulated time.
15. Faculty felicitation	It is decided to felicitate faculty members in recognition of their notable achievements and contribution
16. Any other matter with the permission of the Chair	The Chair emphasized timely completion of academic activities, proper documentation, and active participation in quality initiatives.

The meeting concluded with a vote of thanks to the Chair for presiding over the meeting and guiding the deliberations.

IQAC Coordinator

IQAC Co-ordinator

Balaji Institute of Technology & Science
Laknepally, Narsampet, Warangal.

Chairperson /Head of the Institution

Principal

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IQAC Meeting on 13.04.2026 – Members Present

S. NO.	NAME OF THE MEMBER	DESIGNATION
1	Dr. V. S. Hariharan, Principal	CHAIRPERSON
2	Dr. A. Rajendra Prasad Reddy, Chairman, BGI	MEMBER
3	Dr. V. Narayana, Dean Academics	MEMBER
4	Mr. J. Chaitanya, Dean Students affairs	MEMBER
5	Mr. S. Santhosh Kumar, Dean R&D	MEMBER
6	Mr. S. Suresh, Administrative Officer	MEMBER
7	Mr. P. Sudheer Kumar, HoD, Civil Dept.	MEMBER
8	Dr. S. Mallikarjun Reddy, HoD, EEE. Dept.	MEMBER
9	Dr. L. RadhaKrishna, HoD, Mech. Dept.	MEMBER
10	Dr. P. Kiran Kumar, HoD, ECE Dept.	MEMBER
11	Dr. Raziya Begum, HoD, CSE Dept.	MEMBER
12	Dr. J. VijayKumar, HoD, CSE(AI&ML) Dept.	MEMBER
13	Dr. M. Sridhar, HoD, CSE(DS) Dept.	MEMBER
14	Dr. L. Mohan, HoD, CSE(SE) Dept.	MEMBER
15	Dr. R. Saravanan, Assoc. Prof, EEE Dept.	MEMBER
16	Dr. V. Madhu Kumar, Assoc. Prof, ECE Dept.	MEMBER
17	Dr. V. Sravan Kumar, Assoc. Prof, CSE Dept.	MEMBER
18	Dr. A. GopiKrishna, HoD, MBA Dept.	MEMBER
19	Mr. G. Srinivas, HoD, H&S Dept.	MEMBER
20	Dr. V. Sudhakar Rao, Assoc. Prof, H&S Dept.	MEMBER
21	Mr. Fasi Ahmed Parvez, Head T&P	MEMBER
22	Dr. Ch. Sudhakar, Professor, CSE Dept., NIT Warangal	MEMBER
23	Mr. R. Madhukar Reddy, Asst. Divisional Engineer, TSNPDCL, Warangal	MEMBER
24	Mr. Pinninti Ashok, (H.T. No: 22C31A04B9), Student Representative	MEMBER
25	Mr. Gurrapu Varun Teja, (H.T. No: 20C35A0507), Alumni Representative	MEMBER
26	Dr. V. Karthik Kumar, Assoc. Prof, ECE Dept.	COORDINATOR

ACTION TAKEN REPORT
INTERNAL QUALITY ASSURANCE CELL (IQAC)
Academic Year: 2025–2026

1. Action Taken Report – IQAC Meeting held on 11.06.2025

Following actions were taken based on the resolutions of the IQAC meeting held on 11.06.2025.

- The activities of the previous academic year were reviewed and documentation related to academic and quality initiatives was strengthened for NAAC requirements.
- The academic calendar and academic plan for the new academic year were finalized and circulated to all departments.
- Quality enhancement initiatives focusing on student-centric learning, innovative teaching methods, and mentoring activities were initiated.
- Faculty members and students were encouraged to register for NPTEL courses, and a faculty coordinator was assigned to monitor registrations and certifications.
- Departments planned to organize workshops, seminars, and FDPs during the academic year to enhance academic and research activities.
- The Department of ECE organized an industrial visit to the National Remote Sensing Centre (NRSC) - ISRO, located at Jeedimetla, Hyderabad on 30.06.2025 for II B.Tech 45 students.
- A Front-End Development with JavaScript training program was successfully organized for B.Tech III Year CSM students (Sections A & B) from 30.06.2025 to 04.07.2025.
- A Front-End Development with JavaScript training program was successfully organized for B.Tech III Year CSE students (Sections A & C) from 07.07.2025 to 11.07.2025.
- A Front-End Development with JavaScript training program was successfully organized for B.Tech III Year CSE students (Section B) from 14.07.2025 to 18.07.2025.
- A Database Programming with SQL training program was successfully organized for B.Tech III Year CSW students from 14.07.2025 to 18.07.2025.
- Dept of ECE organized a Guest Lecture on “Higher Education & Career Development” to the III & IV Year students on 18.07.2025.
- A 21st Century Transferable Skills training program was successfully organized for B.Tech III & IV Year CE students from 23.07.2025 to 25.07.2025.

- An Embedded Systems (8051 Micro Controller) training program was successfully organized for B.Tech III Year ECE students (Section C) from 28.07.2025 to 30.07.2025.
- The Centre of Excellence was established with an amount of Rs.25,00,000/- from the Edunet Foundation. The Student Development Program on SAP Code Unnati was successfully conducted on 28th July 2025 in association with Edunet Foundation.
- An Embedded Systems (8051 Micro Controller) training program was successfully organized for B.Tech III Year ECE students (Section A) from 31.07.2025 to 02.08.2025.
- Faculty members were assigned responsibilities as in-charges for various clubs, cells, and committees for this academic year.
- Departments were instructed to maintain proper documentation of all academic and IQAC related activities.
- The results of the Regular and Supplementary Examinations held in May/June 2025 were approved by JNTUH and declared on 01.08.2025.



Kaotlik
IQAC Co-ordinator
 Balaji Institute of Technology & Science
 Laknepally, Narsampet, Warangal.

2. Action Taken Report – IQAC Meeting held on 04.08.2025

Following actions were taken based on the resolutions of the IQAC meeting held on 04.08.2025.

- The minutes and action taken report of the previous meeting were reviewed and circulated among all departments.
- Faculty members ensured timely completion of syllabus before the mid examinations as per the academic plan.
- Student feedback regarding teaching methods, laboratory facilities, and infrastructure was reviewed and necessary improvements were initiated.
- Campus Recruitment Training (CRT) sessions including aptitude, technical, and soft skills training were conducted for final year students.
- Mentors conducted regular mentoring sessions and maintained mentoring records for students.
- Departments prepared and updated subject-wise question banks according to Bloom's Taxonomy and university examination pattern.
- Project guides monitored student project progress and collected periodic progress reports.
- The laboratory in-charges ensured the completion of practical sessions in accordance with the prescribed schedule.
- Departments, clubs, and cells implemented their approved action plans for this academic year.
- Online learning was supported through digital platforms such as Moodle, StreamYard, Microsoft Teams, OBS Studio, and Google Workspace.
- An Embedded Systems (8051 Micro Controller) training program was successfully organized for B.Tech III Year ECE students (Section B) from 04.08.2025 to 06.08.2025.
- The B.Tech Lateral Entry Orientation Programme was successfully conducted on 07.08.2025.
- Dept of CSE (AI & ML) organized a Faculty Development Program (FDP) on "Flutter-Cross Platform App Development" from 18.08.2025 to 23.08.2025.
- III & IV B.Tech I Semester I-Mid Examinations were conducted from 18.08.2025 to 22.08.2025.
- POs, COs, and PSOs provisions were incorporated into the Internal Examinations.
- An awareness program on NEP-2020 was organized on 30.08.2025.

- Department of Civil Engineering has organized an industrial visit to the Mission Bhagiratha, Dharma Sagar Water Treatment Plant for III & IV B.Tech 50 students on 15.10.2025.
- Feedback on the effectiveness of classes was collected from faculty members and students to implement corrective measures. The feedback analysis report revealed a mixed response, with teachers and students expressing differing views on the effectiveness of classes.
- Remedial classes were initiated for students identified as slow learners based on the analysis of MID-1 Examination results.
- Independence Day Celebrations were successfully organized by NSS for all students on 15.08.2025, marking the spirit of patriotism and national unity.
- A Programming Essentials in Python training program was successfully organized for B.Tech IV Year CSE students (Sections A, B & C) from 05.08.2025 to 07.08.2025.
- A Front-End Development with JavaScript training program was successfully organized for B.Tech III Year CSD students (Sections A & B) from 12.08.2025 to 14.08.2025.
- IV B.Tech I Semester I-Mid Examinations were conducted from 18.08.2025 to 21.08.2025.
- III B.Tech I Semester I-Mid Examinations were conducted from 21.08.2025 to 25.08.2025.
- An Essentials of Data Science with R training program was successfully organized for B.Tech IV Year CSE students (All Sections) from 22.08.2025 to 23.08.2025.
- An Essentials of Data Science with R training program was successfully organized for B.Tech III Year CSD students (All Sections) from 22.08.2025 to 23.08.2025.
- An Anti-Ragging Awareness Program was successfully conducted by NSS for all students on 26.08.2025 to promote a safe and respectful campus environment.
- National Sports Day was successfully celebrated by NSS on 29.08.2025, encouraging students to participate in sports and highlighting the importance of physical fitness.
- Department of Mechanical Engineering has organized an industrial visit to Kakatiya Thermal Power Plant, Jayashankar Bhupalpally on 20.09.2025 for II & III B.Tech 30 students.
- A Swachhata Hi Seva Program was successfully organized by NSS in the campus on 23.09.2024 to promote cleanliness and social responsibility among students.
- II B.Tech I Semester I-Mid Examinations were conducted from 24.09.2025 to 27.09.2025.

- A Programming Essentials in Python & Django training program was successfully organized for B.Tech III Year CSM students (Sections A & B) from 07.10.2025 to 11.10.2025.
- The IEEE SIGHT Hyderabad Section, in collaboration with the IEEE Student Branch of Balaji Institute of Technology and Science, Narsampet, successfully organized a three-day technical outreach program titled "Project AshaKiran – Bringing Technology to the Grassroots" from 14th to 16th October 2025.
- A Programming Skills in C & Data Structures training program was successfully organized for B.Tech III Year CSE students (Section A) from 13.10.2025 to 15.10.2025.
- A 21st Century Transferable Skills training program was successfully organized for B.Tech IV Year students under INFOSYS from 23.10.2025 to 25.10.2025.
- The online meeting of the College Academic Council was conducted on 23.10.2025.
- An Aptitude and Reasoning training program was successfully organized for B.Tech IV Year students under INFOSYS from 24.10.2025 to 25.10.2025.
- A 21st Century Transferable Skills training program was successfully organized for B.Tech IV Year students under INFOSYS from 27.10.2025 to 29.10.2025.
- A Programming Skills in C & Data Structures training program was successfully organized for B.Tech II Year CSM students (Sections A & B) from 27.10.2025 to 29.10.2025.
- An Aptitude & Reasoning training program was successfully organized for B.Tech II Year CSE students (Sections B, C & D) from 29.10.2025 to 30.10.2025.
- A Front-End Development with HTML5 & CSS3 training program was successfully organized for B.Tech II Year CSD students (Sections A & B) from 03.11.2025 to 06.11.2025.
- III B.Tech I Semester II-Mid Examinations were conducted from 03.11.2025 to 10.11.2025.
- The Training and Placement Cell organized various placement drives.



Kaathik
IQAC Co-ordinator
 Balaji Institute of Technology & Science
 Laknepally, Narsampet, Warangal.

3. Action Taken Report – IQAC Meeting held on 12.11.2025

Following actions were taken based on the resolutions of the IQAC meeting held on 12 November 2025.

- The minutes and action taken report of the previous meeting were reviewed and confirmed.
- Heads of Departments monitored syllabus coverage and ensured completion as per the academic calendar.
- Laboratory in-charges completed pending experiments before the internal laboratory examinations.
- Departments finalized and circulated the internal laboratory examination timetable to students.
- Students were informed about the semester-end examination schedule once the timetable was finalized.
- Internal project evaluations were conducted and students were instructed to submit project reports on time.
- Evaluation of Mid Examination-II answer scripts was completed and marks were uploaded.
- Students appearing for NPTEL examinations were guided and supported by faculty coordinators.
- Additional practice sessions were arranged for students based on the analysis of CRT examination performance.
- Reports of workshops and FDPs conducted during the semester were collected and reviewed by the committee.
- A Programming Skills in C & Data Structures training program was successfully organized for B.Tech II Year ECE students (Section A) from 10.11.2025 to 12.11.2025.
- IV B.Tech I Semester II-Mid Examinations were conducted from 17.11.2025 to 20.11.2025.
- A Programming Skills in C & Data Structures training program was successfully organized for B.Tech II Year ECE students (Section B) from 13.11.2025 to 15.11.2025.
- A Front-End Development with HTML5 & CSS3 training program was successfully organized for B.Tech II Year CSD students (Sections A & B) from 13.11.2025 to 15.11.2025.

- A Programming Skills in C & Data Structures training program was successfully organized for B.Tech II Year ECE students from 17.11.2025 to 19.11.2025.
- An Auto CAD Beginner Level training program was successfully organized for B.Tech II Year CE & ME students from 20.11.2025 to 21.11.2025.
- A Programming Skills in C & Data Structures training program was successfully organized for B.Tech II Year CSE students from 20.11.2025 to 22.11.2025.
- I B.Tech I Semester I-Mid Examinations were conducted from 20.11.2025 to 24.11.2025.
- A Programming Skills in C & Data Structures training program was successfully organized for B.Tech II Year CSE students from 24.11.2025 to 26.11.2025.
- A CPR Awareness Program was successfully conducted by NSS on 20.11.2025 to educate students on life-saving emergency response techniques.
- Dept of CSE (AI&ML) is organizing a six days AICTE ATAL Faculty Development Program on “Ethical Hacking” in association with EduSkills from 08.12.2025 to 13.12.2025.
- Department of Electrical & Electronics Engineering has organized an industrial visit to Kakatiya Thermal Power Plant, Jayashankar Bhupalpally on 09.12.2025 for II B.Tech 50 students.
- II B.Tech I Semester II-Mid Examinations were conducted from 12.12.2025 to 16.12.2025.
- Dept of CSE (AI&ML) is organized a Guest Lecture on “JAVA Programming Placement Orientation” to the III Year students on 22.12.2025.



Kaathu
IQAC Co-ordinator
 Balaji Institute of Technology & Science
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ACTION TAKEN REPORT

INTERNAL QUALITY ASSURANCE CELL

Academic Year: 2025–2026

4. Action Taken Report – IQAC Meeting held on 01.12.2025

Following actions were taken based on the resolutions of the IQAC meeting held on 01.12.2025.

1. The minutes of the previous meeting and Action Taken Report were reviewed, approved, and circulated to all departments for implementation and record.
2. II Semester class work commenced from 11.12.2025 as per the academic calendar, ensuring smooth academic progression.
3. Departments prepared and circulated subject and laboratory timetables to students and faculty members prior to the commencement of classes.
4. PO's, CO's and PSO's Provision were incorporated in Internal Examinations.
5. Faculty members prepared and submitted course files including syllabus, teaching materials, assignments, and evaluation methods to the Heads of Departments.
6. Lesson plans were prepared by all faculty members and reviewed by HoDs to ensure effective course delivery. student centric methods were incorporate into the lesson plans.
7. The status of NPTEL course registrations and examinations was monitored, and faculty coordinators guided students for successful completion.
8. Campus Recruitment Training (CRT) programs were conducted focusing on aptitude, technical, and soft skills for improving student placement readiness.
9. Faculty members carried out examination invigilation duties as per schedule, maintaining discipline and transparency.
10. Faculty mentors conducted student counseling sessions to improve attendance, academic performance, and participation in CRT programs.
11. The NSS unit organized social service and community engagement activities with active student involvement.
12. Various placement drives were organized by the Training and Placement Cell.
13. Various activities were organized by different cells and committees.



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14. Departments organized workshops, seminars, and technical programs to enhance student knowledge and practical exposure.
15. Departments were instructed to maintain proper documentation of academic and co-curricular activities for IQAC records.
16. A significant number of students have enrolled in certificate courses.
17. Students undertook project work/fieldwork, and internships as part of their academic curriculum.
18. Feedback was collected and analyzed systematically.
19. Grants were received from government and non-government agencies.
20. Many faculty members have published research papers in Scopus and Web of Science-indexed journals. Books and book chapters have also been published in edited volumes and conference proceedings.
21. The results were presented by the Principal and the Controller of Examinations. All members acknowledged that the overall performance of the institute has improved.
22. Graduation Day was successfully organized on 24.01.2026 for all eligible students.
23. The Board of Governors (BoG) meeting was conducted on 24.01.2026.
24. Departments collected and submitted necessary data for NIRF ranking participation to the IQAC.



Karthik
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Internal Quality Assurance Cell (IQAC)

5. Action Taken Report – IQAC Meeting held on 10.02.2026

Following actions were taken based on the resolutions of the IQAC meeting held on 10th February 2026.

1. The minutes of the previous meeting and Action Taken Report were reviewed, confirmed, and documented.
2. Departments initiated steps to establish and strengthen academic collaborations and MoUs with industries and institutions for internships, research, and training.
3. The finalized data collection formats for NAAC criteria were implemented across departments for systematic documentation.
4. Responsibilities for AQAR preparation were assigned to IQAC members and departmental coordinators, and the action plan was implemented for timely submission.
5. Course attainment calculations were initiated after the declaration of Semester-I results as per revised NAAC guidelines.
6. An awareness program on Intellectual Property Rights (IPR) was organized to promote research and innovation among faculty and students.
7. Feedback was collected from students, alumni, employers, and parents, and analysis was initiated for quality improvement measures.
8. The process of registration under Unnat Bharat Abhiyan was initiated to promote rural development and community engagement activities.
9. Departments were instructed to ensure timely submission of NAAC-related documents and active participation in quality enhancement initiatives.
10. PO's, CO's and PSO's Provision were incorporated in Examinations.
11. B.Tech III & IV Year Mid-I examinations were conducted in February 2026.
12. Dr. S. Suresh and Dr. Fasi Ahmed Parvez were felicitated on the occasion of their recent award of Ph.D. degrees.
13. The Training and Placement Cell conducted multiple placement drives.
14. Different cells and committees carried out a variety of activities.



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15. Departments conducted workshops, seminars, and technical programs to improve students' knowledge and practical skills.
16. The institution received grants from both government and non-government agencies.
17. The Principal and the Controller of Examinations presented the results, and all members noted an overall improvement in the institute's performance.
18. Faculty members published research papers in Scopus and Web of Science-indexed journals, along with books and book chapters in edited volumes and conference proceedings.
19. The ISO 2nd Surveillance Audit Visit was held on 31.03.2026.



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Internal Quality Assurance Cell (IQAC)

6. Action Taken Report (Based on Meeting held on 13.04.2026)

Following actions were taken based on the resolutions of the IQAC meeting:

1. The minutes of the previous meeting and Action Taken Report were reviewed, approved, and circulated to all departments for implementation and record.
2. Syllabus coverage was reviewed by Heads of Departments, and faculty members ensured completion of the remaining syllabus as per the academic schedule.
3. Mid examinations for B.Tech III and IV years were conducted from 20.04.2026 to 25.04.2026.
4. Mid examination moderation was carried out by subject experts to ensure uniformity and fairness in evaluation.
5. Mid examination answer scripts were evaluated in accordance with Bloom's Taxonomy, ensuring proper distribution of marks based on cognitive levels.
6. The external laboratory examination schedule was finalized and circulated to all departments and students.
7. Laboratory and Project Stage-II examinations for B.Tech III and IV years were conducted from 25.04.2026 to 30.04.2026.
8. External laboratory examinations were conducted as per the institute guidelines with proper arrangements and supervision.
9. Faculty members were deputed to perform external duties for Project Stage-II evaluations and external laboratory examinations.
10. Farewell get-together celebrations were successfully organized for the outgoing students with active participation from both faculty and students.
11. The souvenir data was verified, compiled, and finalized for printing by the concerned committee.
12. The external semester examinations for B.Tech III and IV years were scheduled from 04.05.2026 to 15.05.2026. The schedule was communicated to students, and necessary arrangements were made for their smooth conduct.
13. The progress of cultural fest activities was reviewed committee-wise, and necessary coordination measures were taken to ensure successful execution.



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14. Departments updated the completion status of NAAC/NBA files for the academic year 2025-26 and submitted the relevant documents to IQAC for verification.
15. Students appearing for NPTEL examinations were guided and supported by faculty coordinators to ensure better performance.
16. Faculty members completed the submission of key papers to the examination branch as per schedule.
17. Dr. V. Venkateshwarlu was felicitated for achieving a Guinness World Record for delivering continuous instruction in C programming for 64 hours.
18. All departments were instructed to ensure timely completion of academic and administrative tasks and maintain proper documentation for IQAC and NAAC purposes.
19. The Training and Placement Cell conducted multiple placement drives.
20. Different cells and committees carried out a variety of activities.
21. Departments conducted workshops, seminars, and technical programs to improve students' knowledge and practical skills.
22. Faculty members published research papers in Scopus and Web of Science-indexed journals, along with books and book chapters in edited volumes and conference proceedings.



Kaathik

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