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CHRISTU JYOTHI INSTITUTE OF TECHNOLOGY & SCIENCE

A Catholic Christian Minority Institution

Colombonagar, Yeshwanthapur(PO), Jangaon Dist. - 506 167, T.S.

NBA Accredited Programme, Affiliated to AICTE & JNTU-Hyd

Date: 08-07-2022

CJITS/IQAC/CIR/2022/

CIRCULAR

The following members of IQAC committee are requested to attend the meeting in the IQAC Cell, on 11-07-2022 to discuss the following agenda points at 10.00 am.

- 1. Review of Strategic plan and Implementation
- 2. Status of Internships /Industry oriented Mini projects of pre-final year students
- 3. To conduct Technical Skill training programs
- 4. Course files, timetables, lecture plans, curriculum
- 5. To review the performance in various academic activities and feedback analysis
- 6. To review the student performance in academics:
- 7. To review the outcome of faculty development training programs conducted

The following members of the IQAC committee are informed to attend the meeting.

	CHRISTU JYOTHI INSTITUTE OF TECHNO		E
IQAC COMMITTEE FOR THE ACADEMIC YEAR 2022-2023			Sign
S. No.	Name of the Member	Designation	
1	Dr. S. Chandrashekhar Reddy, Principal	Chairman	Cu
2	Rev.T. Augustine Reddy	Director	Fr. T. Angen Aire A
3	Mrs. G.Saritha, HOD/EEE	Convener	are.
4	Mr. Md. Azam, HOD/CE	Member	Am
5	Mr. P. Karunakar, HOD/ME	Member	Van -
6	Mrs. S. S. Sreeja Mole, HOD/ECE	Member	2 V
7	Mr. M. Rama Raju, HOD/CSE	Member	Walt
8	Mr. K. M. V. Ramana, HOD/H & BS	Member	The
9	Mr. G. Rama Rao, I/C Examination Branch	Member	6~
10	Mr. K. Yakoob, Assistant Professor, ME	Member	120
11	Mr. P. Thirupathi, Assistant Professor, ECE	Member	. l Oxcoo
12	Mr. B. V. Pranay Kumar, Assistant Professor, CSE	Member	Donney
13	Mrs. B. Swapna, Assistant Professor, H & S	Member	X90
14	Mr. K. Yellaraju, Assistant Professor, CE	Member	100
15	Mr.Y. Vijay Jawahar paul, Assistant Professor, EEE	Member	1
16	Mr. A.Susheel Kumar, MSRIT Employer	Member	A. Susheel
17	Mr. G. Ravi Kumar, Software Developer	Member	C. Dul
18	Mr. M. Srinivas, Parent	Member	OSM_
19	Ms. A. Joseph Mary, Alumn	Member	mon
20	Mrs.M.Santhosha Kumari	Coordinator	mof.

Term: One year and shall continue in force until reconstruction

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Meeting Duration: As required and necessary. Copy to:

- 1. All heads of departments for information and circulation among concerned faculty members and students
- 2. AO, TPO, Library, Examination Branch for information
- 3. Vice-Principal

Co-ordinator

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CJITS/IQAC/MOM/2022/

Date: 11-07-2022

MINUTES OF MEETING OF IQAC

The IQAC meeting is conducted on 11-07-2022in IQAC Cell, under the chairmanship of Principal, Dr. S. Chandrashekhar Reddy. The meeting started by welcoming all the members of IQAC by the Coordinator Mrs. M.Santhosha Kumari, CJITS.

The following committee members attended the meeting.

	CHRISTU JYOTHI INSTITUTE OF TECHNOL IQAC COMMITTEE FOR THE ACADEMIC YEAR 2	2022-2023	Sign
S. No.	Name of the Member	Designation	_ Sign
1.	Dr. S. Chandrashekhar Reddy, Principal	Chairman	- En
2.	Rev.T. Augustine Reddy	Director	Fr.T. Angrotine Ro
3.	Mrs. G.Saritha, HOD/EEE	Convener	Our
4.	Mr. Md. Azam, HOD/CE	Member	AM
5.	Mr. P. Karunakar, HOD/ME	Member	1600
6.	Mrs. S. S. Sreeja Mole, HOD/ECE	Member	and the
7.	Mr. M. Rama Raju, HOD/CSE	Member	ite
8.	Mr. K. M. V. Ramana, HOD/H & BS	Member	10.0
9.	Mr. G. Rama Rao, I/C Examination Branch	Member	and the same of th
10.	Mr. K. Yakoob, Assistant Professor, ME	Member	130
11.	Mr. P. Thirupathi, Assistant Professor, ECE	Member	lover_
12.	Mr. B. V. Pranay Kumar, Assistant Professor, CSE	Member	Datur
13.	Mrs. B. Swapna, Assistant Professor, H & S	Member	120
14.	Mr. K. Yellaraju, Assistant Professor, CE	Member	100
15.	Mr.Y. Vijay Jawahar paul, Assistant Professor, EEE	Member	11
16.	Mr. A.Susheel Kumar, MSRIT Employer	Member	Asurher
17.	Mr. G. Ravi Kumar, Software Developer	Member	Copy
18.	Mr. M. Srinivas, Parent	Member	Carl
19.	Ms. A. Joseph Mary, Alumn	Member	ama
20.	Mrs.M.Santhosha Kumari	Coordinator	

The meeting concluded with the following points:

- Minutes of the previous meeting were confirmed
- All faculties are informed to submit the course files, lecture plans for the coming semester.
- Guidelines for internal administrative audit are set. The team decided in the meeting to conduct the administrative audit on 04th August 2022.
- 4. The committee reviewed the Strategic plan and Implementation for the A. Y.2022-23.
- The committee reviewed the Status of Internships /Industry oriented Mini projects of prefinal year students the committee acknowledged good status

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- The committee decided to conduct the Technical Skill training programs under TASK for all Departments on CAD, PYTHON, MATLAB courses by month ending
- 7. Reviewed the Course files, timetables, lecture plans, curriculum
- The committee reviewed the performance in various academic activities and feedback analysis
- The committee reviewed the student performance in academics, the committee instructed HODs to improve the pass percentage of students at end exams
- The committee reviewed the outcome of faculty development training programs conducted. The committee noticed that total 18 FDPs are conducted in 2021-2022.

INTERNAL QUALITY ASSURANCE CELL ACTION REPORT

The following list describes the actions taken based on the meeting held on 11-07-2022.

S. No.	Plan of Action	Action Taken	
1	Strategic Plan Implementation	i. Cubicles for Teaching and Non-Teaching staff ii. One e-Class room in each department iii. NCC cell iv. EDC cell v. Woman Welfare Cell vi. Industry Collaborative Projects(R&D) vii. Organize Labs Using Emerging Technologies viii. All Class rooms/Labs with LCD ix. Extension of RO water plant	
2	Skill Training Programs	Following Programs were conducted in association with TASK 1.MATLAB: ECE & EEE 2.CAD: CE & ME 3.PYTHON: CSE	
3	Course files and workloads	Completed	
4	Remedial classes	Implemented	
5	Faculty Development Programs	Total18 FDPs are conducted during 2019-2020 and planning to conduct at least 20 FDPs	

Co-ordinator



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CJITS/IQAC/CIR/2022/

Date: 16-12-2022

CIRCULAR

The following members of IQAC Committee are requested to attend the meeting at IQAC cell on 19-12-2022 to discuss about following agenda points at 02.00 pm.

- 1. Professional body memberships for staff
- 2. Self-Appraisal of Teaching and Non-Teaching staff
- 3. Discussion on ADD-ON courses
- 4. Workshops and Co-curriculum activities
- 5. Discussion on Placements/Industry Institute Interaction
- 6. Student Feedback

The following members of the IQAC committee are informed to attend the meeting.

Sign		IQAC COMMITTEE FOR THE ACADEMIC YEAR Name of the Member	S. No.
7	Designation	Dr. S. Chandrashekhar Reddy, Principal	1.
	Chairman	Rev.T. Augustine Reddy	2.
Frit Angentine	Director		3.
as	Convener	Mrs. G.Saritha, HOD/EEE	
A	Member	Mr. Md. Azam, HOD/CE	4.
Mark	Member	Mr. P. Karunakar, HOD/ME	5.
8	Member	Mrs. S. S. Sreeja Mole, HOD/ECE	6.
VI	Member	Mr. M. Rama Raju, HOD/CSE	7.
The s	Member	Mr. K. M. V. Ramana, HOD/H & BS	8.
aure	Member	Mr. G. Rama Rao, I/C Examination Branch	9.
239	Member		10.
200'cell-	Member	Mr. P. Thirupathi, Assistant Professor, ECE	11.
Thornay	Member	Mr. B. V. Pranay Kumar, Assistant Professor, CSE	12.
X	Member	Mrs. B. Swapna, Assistant Professor, H & S	13.
VerD	Member	Mr. K. Yellaraju, Assistant Professor, CE	14.
	Member	Mr.Y. Vijay Jawahar paul, Assistant Professor, EEE	15.
A. Suglard	Member	Mr. A.Susheel Kumar, MSRIT Employer	16.
Gent	Member	Mr. G. Ravi Kumar, Software Developer	17.
894	Member	Mr. M. Srinivas, Parent	18.
mon	Member	Ms. A. Joseph Mary, Alumn	19.
and.	Coordinator	Mrs.M.Santhosha Kumari	20.

Term: One year and shall continue in force until reconstruction

Meeting Duration: As required and necessary.

Copy to:

- 1. All heads of departments for information and circulation among concerned faculty members and students
- 2. AO, TPO, Library, Examination Branch for information

3. Vice-Principal

Co-ordinator

Date: 19-12-2022

CJITS/IQAC/MOM/2022/

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MINUTES OF MEETING OF IOAC

ATTACHE .

The IQAC meeting is conducted on 19-12-2022 in IQAC cell under the chairmanship of Principal, Dr. S. Chandra Shekhar Reddy. The meeting started by welcoming all the members of IQAC by the Coordinator Mrs. M.Santhosha Kumari, CJITS.

The following committee members attended the meeting.

IQAC COMMITTEE FOR THE ACADEMIC YEAR 2022-2023		Sign	
S. No.	Name of the Member	Designation	
1.	Dr. S. Chandrashekhar Reddy, Principal	Chairman	Co
2.	Rev.T. Augustine Reddy	Director	for Angustine &
3.	Mrs. G.Saritha, HOD/EEE	Convener	as .
4.	Mr. Md. Azam, HOD/CE	Member	And
5.	Mr. P. Karunakar, HOD/ME	Member	1100
6.	Mrs. S. S. Sreeja Mole, HOD/ECE	Member	841
7.	Mr. M. Rama Raju, HOD/CSE	Member	H. A.
8.	8. Mr. K. M. V. Ramana, HOD/H & BS Member		The
9.	Mr. G. Rama Rao, I/C Examination Branch	Member	@ina
10.	Mr. K. Yakoob, Assistant Professor, ME	Member	m
11.	Mr. P. Thirupathi, Assistant Professor, ECE	Member	loicos
12.	Mr. B. V. Pranay Kumar, Assistant Professor, CSE	Member	Diahay
13.	Mrs. B. Swapna, Assistant Professor, H & S	Member	10
14.	Mr. K. Yellaraju, Assistant Professor, CE	Member	Rel
15.	Mr.Y. Vijay Jawahar paul, Assistant Professor, EEE	Member	1
16.	Mr. A.Susheel Kumar, MSRIT Employer	Member	Asveheel
17.	Mr. G. Ravi Kumar, Software Developer	Member	Cost
18.	Mr. M. Srinivas, Parent	Member	(804
19.	Ms. A. Joseph Mary, Alumn	Member	mon
20.	Mrs.M.Santhosha Kumari	Coordinator	my.

The meeting concluded with the following points:

- Chair has advised to HODs to plan to conduct the one Workshop/ Co-curriculum activity by January 2022.
- Committee has decided to make an Industry Institute Interaction with any one of the companies
- The committee are insisting the faculty members to take Professional body memberships, the 50% of amount has bare by college
- Chair has discussed on Add-On courses and advised to HODs to conduct at least one course for each class to every department
- All the Teaching and Non-Teaching staff are advised to submit their self-appraisal form by December 31st-2022.
- Student feedback upto Mid-1 is analyzed

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INTERNAL QUALITY ASSURANCE CELL ACTION REPORT

The following list describes the actions taken based on the meeting held on 19-12-2022.

S.No.	PlanofAction	ActionTaken
1	Administrative Audit Report	Reviewed the reports and submitted to Principal for further action.
3	Student Feedback	Collected feedback forms students on faculty
4	Add-On courses	Add-On courses are identified for EEE, ME, CE, CSE and completed for 4 th and 3 rd year students
5	Co-Curricular activity	The 4 th year students went on Industrial visit to: EEE-TSGENCO Palvoncha (KTPS) ECE-ECIL CSE- TCS at adibatla
6	Self-Appraisal system	Faculty Self-Appraisal completed

Co-ordinator

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CJITS/IQAC/CIR/2023/

Date: 10-03-2023

CIRCULAR

The following members of IQAC Committee are requested to attend the meeting at IQAC cell on 13-03-2023 to discuss about following agenda points at 02.00 pm.

- 1. Resources and Infrastructure requirement for NAAC
- 2. Academic audit, green audit, Environment audit and Energy audit
- 3. Establishment of Institute Innovation Council
- 4. Participation in NIRF and ARIIA ranking 2023
- 5. Students Participation in Hackathon/Technical Events
- 6. Faculty members to publish quality papers
- 7. To take Institutional Memberships
- 8. Programs conducted Under NSS unit

The following members of the IQAC committee are informed to attend the meeting.

	IQAC COMMITTEE FOR THE ACADEMIC YEAR 2	2022-2023	Sign
S. No.	Name of the Member	Designation	
1.	Dr. S. Chandrashekhar Reddy, Principal	Chairman	(ve
2.	Rev.T. Augustine Reddy	Director	Fr. By Augustin Re
3.	Mrs. G.Saritha, HOD/EEE	Convener	the
4.	Mr. Md. Azam, HOD/CE	Member	Am
5.	Mr. P. Karunakar, HOD/ME	Member	Affre
6.	Mrs. S. S. Sreeja Mole, HOD/ECE	Member	RAN
7.	Mr. M. Rama Raju, HOD/CSE	Member	11 h
8.	Mr. K. M. V. Ramana, HOD/H & BS	Member	The
9.	Mr. G. Rama Rao, I/C Examination Branch	Member	an
10.	Mr. K. Yakoob, Assistant Professor, ME	Member	32
11.	Mr. P. Thirupathi, Assistant Professor, ECE	Member	lesice 90-
12.	Mr. B. V. Pranay Kumar, Assistant Professor, CSE	Member	Dranans
13.	Mrs. B. Swapna, Assistant Professor, H & S	Member	780
14.	Mr. K. Yellaraju, Assistant Professor, CE	Member	
15.	Mr.Y. Vijay Jawahar paul, Assistant Professor, EEE	Member	21
16.	Mr. A.Susheel Kumar, MSRIT Employer	Member	Acribul
17.	Mr. G. Ravi Kumar, Software Developer	Member	aper
18.	Mr. M. Srinivas, Parent	Member	894
19.	Ms. A. Joseph Mary, Alumn	Member	May
20.	Mrs.M.Santhosha Kumari	Coordinator	my.

Term: One year and shall continue in force until reconstruction

Meeting Duration: As required and necessary.

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- 3. Vice-Principal

CJITS/IQAC/MOM/2023/

Date: 13-03-2023

MINUTES OF MEETING OF IQAC

The IQAC meeting is conducted on 13-03-2023 in IQAC cell under the chairmanship of Principal, Dr. S. Chandrashekhar Reddy. The meeting started by welcoming all the members of IQAC by the Coordinator Mrs. M.Santhosha Kumari, CJITS.

The following committee members attended the meeting.

	CHRISTU JYOTHI INSTITUTE OF TECHNOL		
IQAC COMMITTEE FOR THE ACADEMIC YEAR 2022-2023			Sign
S. No.	Name of the Member	Designation	
1.	Dr. S. Chandrashekhar Reddy, Principal	Chairman	1
2.	Rev.T. Augustine Reddy	Director	Fry oughthe De
3.	Mrs. G.Saritha, HOD/EEE	Convener	are
4.	Mr. Md. Azam, HOD/CE	Member	Act
5.	Mr. P. Karunakar, HOD/ME	Member	Ma
6.	Mrs. S. S. Sreeja Mole, HOD/ECE	Member	847
7.	Mr. M. Rama Raju, HOD/CSE	Member	M.h.
8.	Mr. K. M. V. Ramana, HOD/H & BS	Member	The .
9.	Mr. G. Rama Rao, I/C Examination Branch	Member	Gine.
10.	Mr. K. Yakoob, Assistant Professor, ME	Member	ma
11.	Mr. P. Thirupathi, Assistant Professor, ECE	Member	lever.
12.	Mr. B. V. Pranay Kumar, Assistant Professor, CSE	Member	(Doman)
13.	Mrs. B. Swapna, Assistant Professor, H & S	Member	180
14.	Mr. K. Yellaraju, Assistant Professor, CE	Member	
15.	Mr.Y. Vijay Jawahar paul, Assistant Professor, EEE	Member	X
16.	Mr. A.Susheel Kumar, MSRIT Employer	Member	A. Suglier
17.	Mr. G. Ravi Kumar, Software Developer	Member	Cores
18.	Mr. M. Srinivas, Parent	Member	824
19.	Ms. A. Joseph Mary, Alumn	Member	mgy.
20.	Mrs.M.Santhosha Kumari	Coordinator	mf.

The meeting concluded with the following points:

- The Committee identified the resources and Infrastructure requirement for NAAC and same as bring to kind notice of management
- The committee is identified the requirements to complete the Academic audit, green audit, Environment audit and Energy audit and same as bring to kind notice of management

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- iii. The committee /Chair decided to Establish the Institute Innovation Council
- iv. The Chair insisted the convener to enroll in NIRF and ARIIA ranking portal for 2023.
- v. The committee has approved the Academic Maintenance, Research, IT Infrastructure, Document Policy, Gender Policy, Staff Intensives Policy etc.)
- vi. The Committee has decided to apply for funding to AICTE/DST, to get funding through government Agencies for conduction workshops and FDPs etc.
- vii. The chair advised the HODs to insist the Students Participation in Technical Events
- viii. The chair gave massage to the faculty members to publish quality papers in good journals
- ix. Chair taken decision to take Institutional Members ships for all departments
- x. The Chair advised the NSS coordinator to conduct the various Programs Under NSS unit

INTERNAL QUALITY ASSURANCE CELL ACTION REPORT

The following list describes the actions taken based on the meeting held on 13-03-2023.

S. No.	Plan of Action	ActionTaken	
1	Resources for NAAC	Following are completed 1. New seminar Halls and E-Class rooms in two building 2. Faculty cubicles 3. ICT class rooms 4. Divyangan washrooms 5. Extension of Administrative office and Exam Branch 6. Cubicles/Partitions for Department staff rooms and separate cabins for Professors	
2	Registration in NIRF	Completed	
3	Policy Documents	Completed and approved	
4	NSS Unit	Several Programs conducted in different villages 1. Voter's day 2. Distribution of masks and sanitizers to citizen 3. Medical Camp in CJITS campus 4. Youth day 5. Engineers Day 6. Haritha Haram at Pocharam village 7. Ganesh and Bathukamma festivals 8. Distribution of cloths to blind students in Spoorthy Jyothi Foundation 9. Food items to Matha Pithrula old age home 10. Computer training to Govt High school student at MP patel guda village	

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11. Anti-Drug awareness program by NGO organization

(co-ordinator)