



# VIJAYA INSTITUTE OF TECHNOLOGY FOR WOMEN

An ISO 9001:2015 Certified Institute, Approved by AICTE, Affiliated to JNTU Kakinada, AP  
Phone: 0866-2844444, Email: [vijayatechfw@gmail.com](mailto:vijayatechfw@gmail.com) Website: [www.vitw.edu.in](http://www.vitw.edu.in)  
College Code: NP, Enikepadu, Vijayawada-521108

RefNo: VITW/IQAC/2021-2022/CIR-01

Date: 06-12-2021

## CIRCULAR

The college strongly believes that “prevention is better than cure”, quality assurance ensures seamless services to students by setting clear quality goals, defining criteria and implementing control measures. To achieve this college has decided to setup Internal Quality Assurance Cell(IQAC) Committee, to develop and promote a quality culture by coordinating all quality-related activities.

The IQAC Cell shall comprise the following faculty as its members:

S. No.	Name of the Person	Designation	Designation in the Committee
1	Dr. G.Chenchamma	Chairperson & Principal	Chairperson
2	Ms. K.Prasuna	Associate Professor, HOD(ECE)	Coordinator
3	Mr. B.S.Sri Krishna	Secretary, SRK Foundation	Management
4	Dr. M.Ekambaram Naidu	Principal, SRKIT	Member
5	Dr. V.Raghava Lakshmi	Vice Principal, HoD(S&H)	Member
6	Dr. A.C.P.Ranjani	Associate Professor, HoD(CSE)	Member
7	Mrs. Y.Vijaya	Associate Professor, HoD(IT)	Member
8	Dr. P.Subbaiah	Professor & HoD(MBA)	Member
9	Mr. J.Krishna	Assistant Professor, HoD(EEE)	Member
10	Dr. K.Murali	Associate Professor, Dept. of ECE	Member
11	Mrs. J.Hymavathi	Assistant Professor, Dept. of CSE	Member
12	Dr. G.Madhusri	Associate Professor, Dept. of MBA	Member
13	Mr. M.Saranya	Assistant Professor, Dept. of ECE	Member
14	Mr. V.Govinda Rao	Managing Director, Microlink Information Technologies	Member
15	Ms. S.Prathyusha	Alumni(17NP1A0458)	Member
16	Ms. T.Kowsalya	Student(19NP1A0424)	Member
17	Mrs. Y.Anjani	Parent	Member





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The IQAC shall be responsible for the following:

- Development and implementation of quality assurance policies and procedures.
- Design and implementation of quality assessment and accreditation processes.
- Monitoring and evaluation of academic and administrative activities to ensure quality standards are met.
- Facilitating and coordinating internal and external quality audits.
- Conducting regular reviews and analysis of internal performance.
- Promoting research and innovation in teaching-learning processes.
- Developing mechanisms for feedback collection from stakeholders.
- Organizing and conducting faculty and staff development programs.

K. Prasanna  
CO-ORDINATOR

G. Chandra  
PRINCIPAL

Copy To:

1. The Secretary
2. The Principal
3. All HoDs
4. All Members of IQAC
5. Office

G. Chandra  
S. H.

J. H. H.  
M. S. S.

ACP. Rajani  
CSE

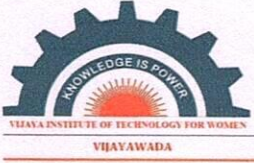
U. S. R.

P. S.

J. K. S. R.  
EEE

N. U. S.





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Ref No: VITW/IQAC/2020-2021/CIR-02

Date: 06-12-2021

## CIRCULAR

The First meeting of IQAC is scheduled on 09-12-2021 at 1.00pm at Principal's Chamber to discuss the following agenda points:

### AGENDA:

1. Brief overview of objectives for constituting the IQAC and its scope.
2. Recording and documentation of the acceptance of IQAC members.
3. Discussion and agreement on the roles and responsibilities of IQAC members.
4. Research and innovation activities and their integration with the institution's quality enhancement efforts.
5. Open floor for additional points and discussions with the permission of the Chair.
6. Scope of IQAC

All Members of IQAC are requested to attend the meeting.

K. Prabhara  
CO-ORDINATOR

G. Chinn  
PRINCIPAL

Copy To:

1. The Secretary
2. The Principal
3. All HoDs
4. All Members of IQAC
5. Office

*Seb*  
*K. Prabhara*  
*EE*  
*T. H. S.*  
*Shankar*  
*M. George*  
*S. S. H.*  
*A. P. Rajani*  
*CSE*  
*N. U. S.*  
*U. S. M. G.*





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Ref No: VITW/IQAC/2021-2022/MOM-01

Date: 10-12-2021

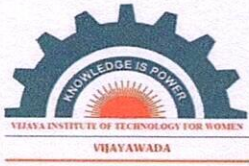
## MINUTES OF MEETING

The First meeting of IQAC was held on 9-12-2021 at 1:00pm at Principal's Chamber.

Following Members were present during the Meeting:

S. No.	Name of the Person	Designation	Designation in the committee	Signature
1	Dr. G.Chenchamma	Chairperson & Principal	Chairperson	G.Chm
2	Ms. K.Prasuna	Associate Professor, HOD(ECE)	Coordinator	K.Prasuna
3	Mr. B.S.Sri Krishna	Secretary, SRK Foundation	Management	
4	Dr. M.Ekambaram Naidu	Principal, SRKIT	Member	
5	Dr. V.Raghava Lakshmi	Vice Principal, HoD(S&H)	Member	V.Raghava Lakshmi
6	Dr. A.C.P.Ranjani	Associate Professor, HoD(CSE)	Member	A.C.P.Ranjani
7	Mrs. Y.Vijaya	Associate Professor, HoD(IT)	Member	Y.Vijaya
8	Dr. P.Subbaiah	Professor & HoD(MBA)	Member	P.Subbaiah
9	Mr. J.Krishna	Assistant Professor, HoD(EEE)	Member	J.Krishna
10	Dr. K.Murali	Associate Professor, Dept. of ECE	Member	K.Murali
11	Mrs. J.Hymavathi	Assistant Professor, Dept. of CSE	Member	J.Hymavathi
12	Dr. G.Madhusri	Associate Professor, Dept. of MBA	Member	G.Madhusri
13	Mr. M.Saranya	Assistant Professor, Dept. of ECE	Member	M.Saranya
14	Mr. V.Govinda Rao	Managing Director, Microlink Information Technologies	Member	V.Govinda Rao
15	Ms. S.Prathyusha	Alumni(17NP1A0458)	Member	S.Prathyusha
16	Ms. T.Kowsalya	Student(19NP1A0424)	Member	T.Kowsalya
17	Mrs. Y.Anjani	Parent	Member	Y.Anjani





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The IQAC coordinator initiated the meeting by extending a warm welcome to all participants and expressed gratitude for their attendance. Subsequently, provided a concise overview of the meeting's agenda. The coordinator elucidated that the formation of the IQAC aimed at securing continuous improvement and enhancing the overall quality of the education. The IQAC shoulders the responsibility of establishing a system conducive to conscious, consistent, and catalytic improvements in internal performance.

The coordinator presented the meeting's agenda, encompassing various topics for discussion and resolution. Opening the floor for discussion, the coordinator encouraged participants to share their perspectives, suggestions, and concerns related to the agenda items. Active participation and the contribution of ideas were emphasized for the betterment of the institution.

Ensuring meticulous documentation of resolutions, the coordinator conveyed the importance of accountability and assigned responsibilities to individuals tasked with implementing the resolutions. In concluding remarks, she advocated for a collaborative approach towards quality enhancement and continuous improvement. Participants were requested to engage actively in future IQAC endeavors, and the coordinator expressed gratitude for their valuable contribution, encouraging sustained involvement in ongoing efforts to uphold and improve internal quality.

The IQAC's scope was defined to include the encouragement and support of research and innovation activities, as well as ensuring the quality and relevance of academic programs.

The following Scope was fixed for IQAC:

Encouraging and supporting research and innovation activities, Ensuring the quality and relevance of academic programs.





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## Resolutions:

During the meeting, all the members have accepted to be as members for the academic year 2021-2022. It was discussed to encourage faculty members to integrate active learning strategies in their syllabi, such as group discussions, case studies, problem-solving exercises, or hands-on projects. This can help foster student engagement, critical thinking, and application of knowledge. The Coordinator on the basis of suggestions from all the IQAC members suggested to Promote interdisciplinary collaboration among faculty members to foster innovative research ideas and enhance the quality and impact of their work.

The Minutes are issued with the approval of the Chairperson.

*K. Prasanna*  
CO-ORDINATOR

*G. Chm*  
PRINCIPAL

## Copy To:

1. The Secretary
2. The Principal
3. All HoDs
4. All Members of IQAC
5. Office

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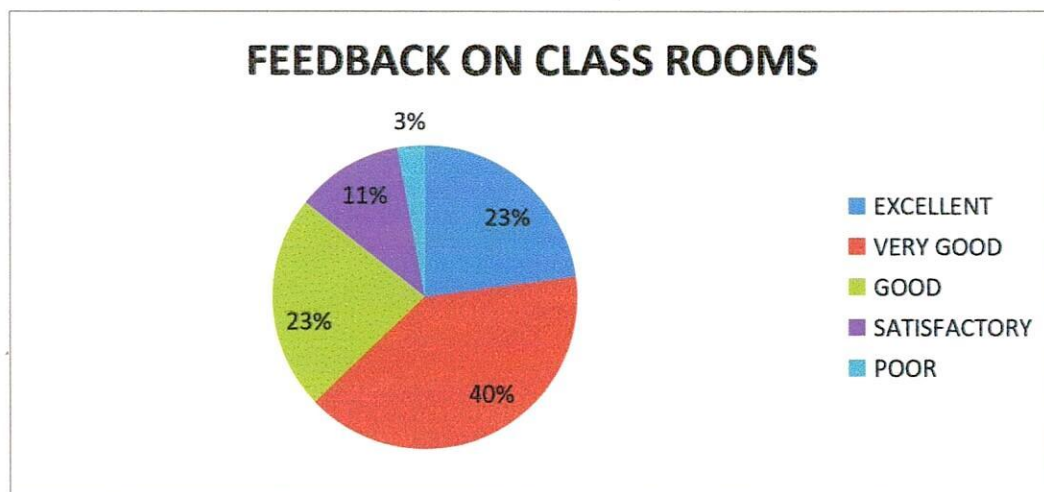
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## STUDENT FEED BACK, ANALYSIS AND ACTION TAKEN REPORT

College environment that is conducive to learning, research and comradeship is vital for any college in order to attract student enrolment. It also plays key role in ensuring student and faculty satisfaction, it directly affect staff and student satisfaction rate. Facilities management is necessary for safety compliance, reducing costs and optimizing workflows and boosting student enrolment and satisfaction.

Vijaya Institute of Technology for Women strives hard to maintain conducive and congenial environment by collecting student feedback, analysing and taking appropriate action on various parameters viz: feedback on class rooms, laboratories, health and wellness, internet, rest room & hygienity, drinking water, extra-curricular activities, co-curricular activities, learning centre-library & e-learning, transportation, college atmosphere. The feedback is analysed by grouping the first three variables as “happy” because the three variables represent positive feedback and remaining two variables as “unhappy”.

### PARAMETER-1: CLASS ROOMS



**Analysis:** It is observed from the above diagram that 86 percent of the students are happy w.r.t class rooms and only 14 percent are not happy with the present condition of the class rooms.

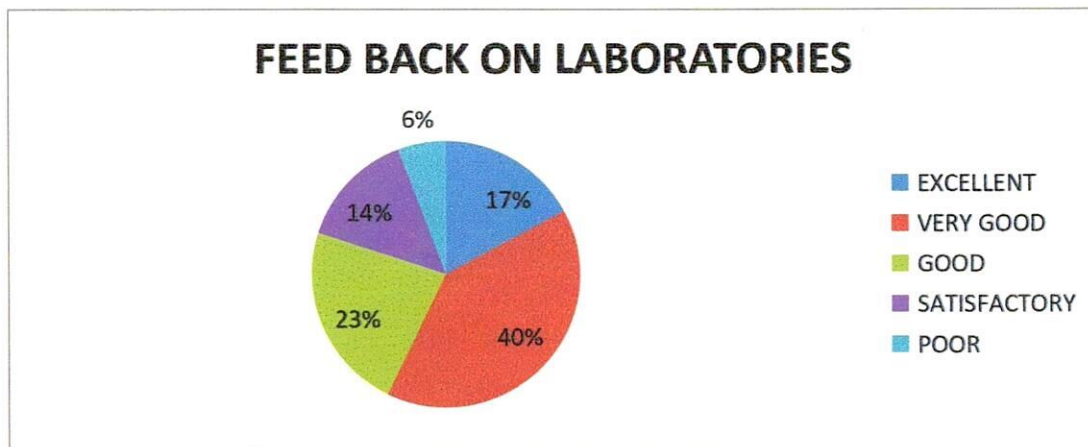
**Action Taken:** Class room ambience is improved and cleanliness is also improved, and writing boards are replaced where ever are required.

*G. Chm*

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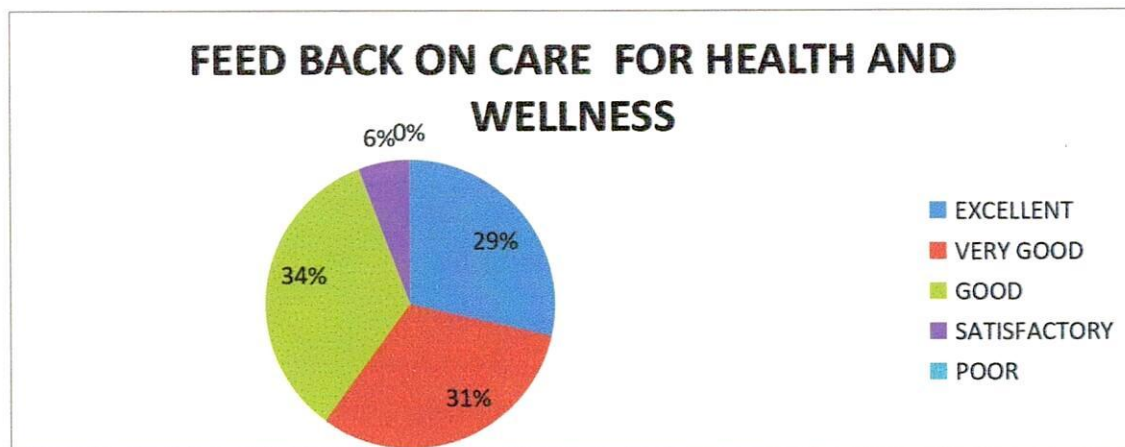
## PARAMETER-2: LABORATORIES



**Analysis:** It is observed from the above diagram that 80 percent of the students are happy w.r.t laboratories and only 20 percent are not happy with the present condition of the laboratories.

**Action Taken:** Repairs and equipment is updated from time to time and malfunctioning systems are replaced, strict monitoring is ensured.

## PARAMETER-3: CARE FOR HEALTH AND WELLNESS



**Analysis:** It is observed from the above diagram that 94 percent of the students satisfied w.r.t health and wellness and only 6 percent are not happy with the health and wellness.

**Action Taken:** the principal along with HoD's are always in touch with the students, if at all any health problem to any student arises then that student is taken to hospital immediately by the college vehicle. Frequent free medical camps are conducted in the campus to ensure health of the faculty and students.

*G. Chm*  
**PRINCIPAL**



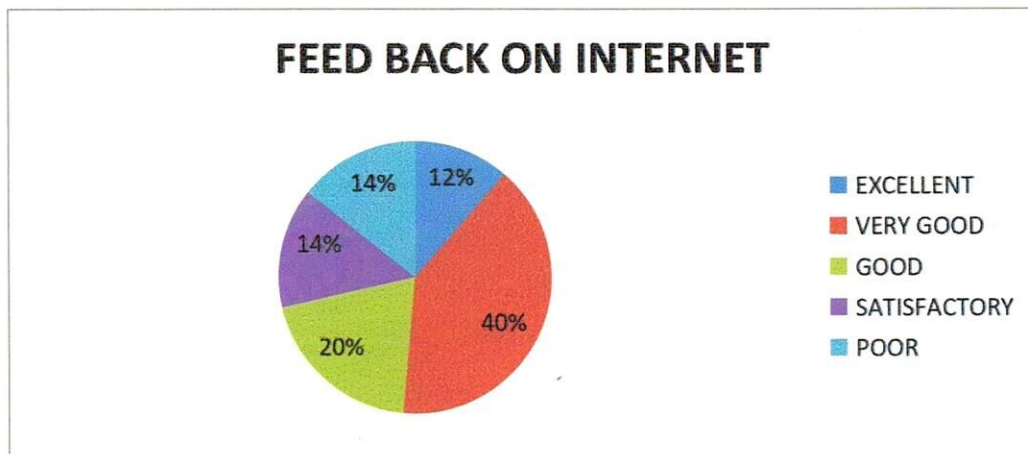


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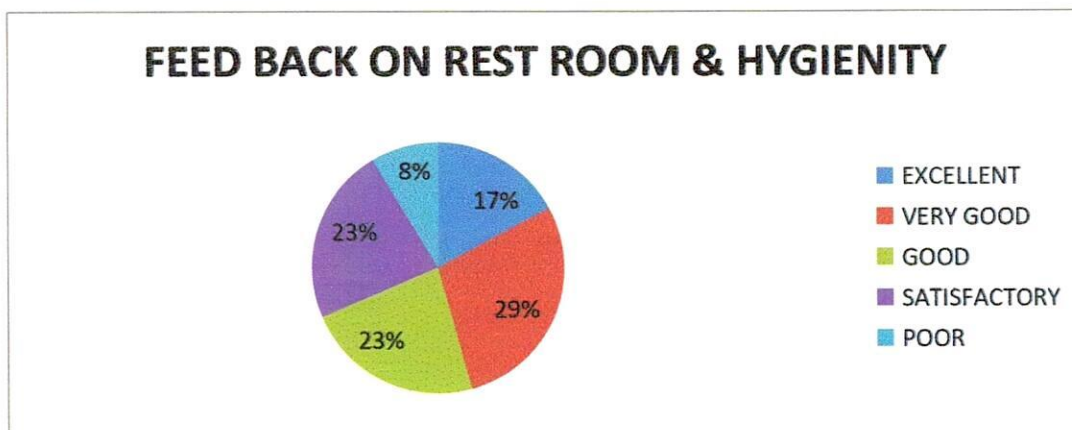
## PARAMETER-4: INTERNET



**Analysis:** It is observed from the above diagram that 72 percent of the students are happy w.r.t Internet and only 28 percent are not happy with the present internet availability.


**Action Taken:** the college have taken multiple internet connections to overcome the internet problem, Wi Fi access is provided to 120 users concurrently during training programs.

## PARAMETER-5: REST ROOM & HYGIENITY



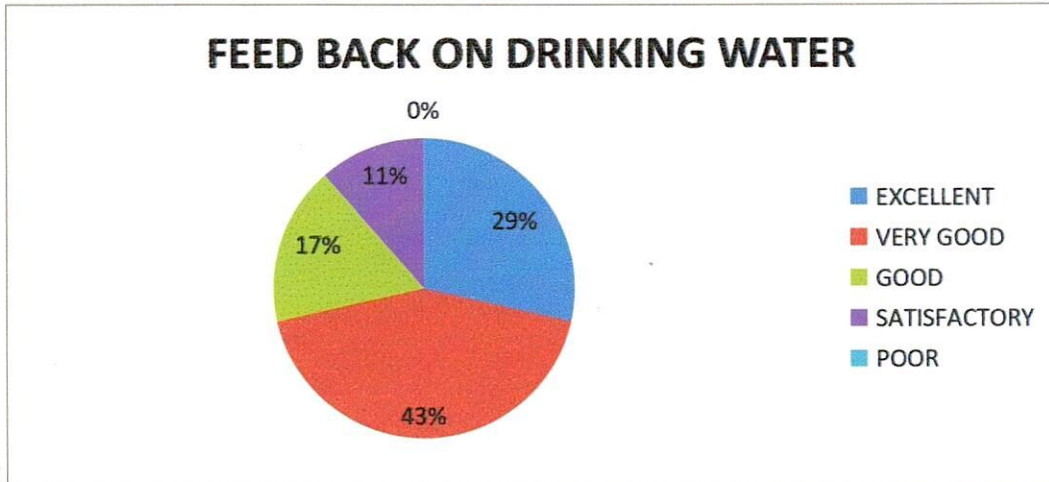
**Analysis:** It is observed from the above diagram that 69 percent of the students are happy w.r.t rest room and hygiene and 31 percent are not happy with the present rest room and hygiene.

**Action Taken:** A new sick room is identified and it is in the process of making, soon this problem is overcome.

  
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## PARAMETER-6: DRINKING

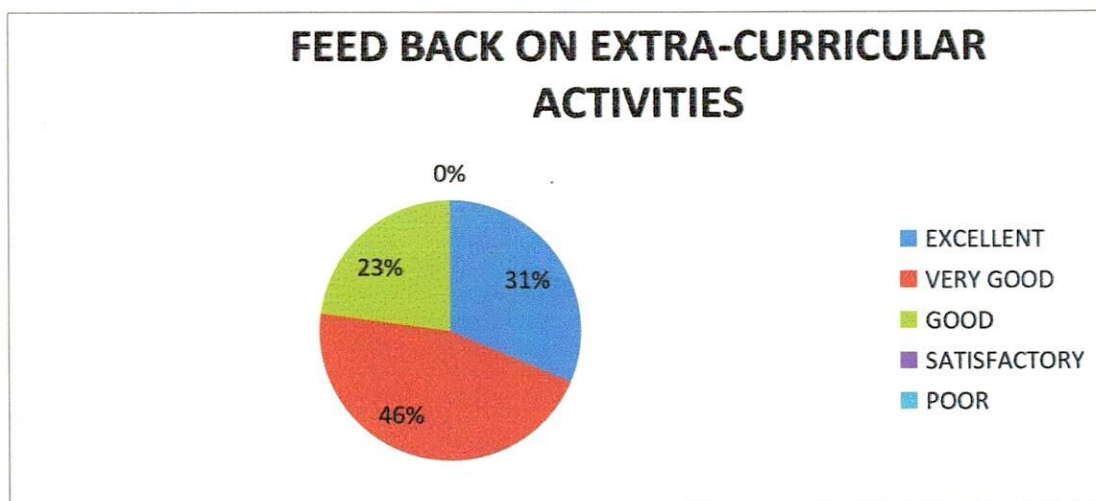


WATER

**Analysis:** It is observed from the above diagram that 89 percent of the students are happy w.r.t drinking water and 11 percent are not happy with the present drinking water.


**Action Taken:** RO Purified Drinking Water is made available to students.

## PARAMETER-7: EXTRA-CURRICULAR ACTIVITIES



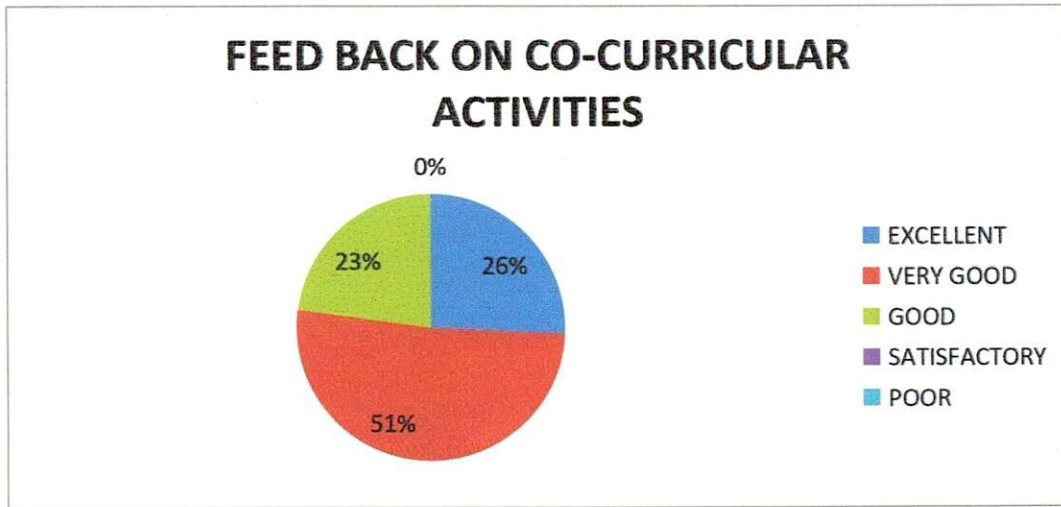
**Analysis:** It is observed from the above diagram that 100 Percent of the students are happy with extra - curricular activities.

**Action taken:** Nil

  
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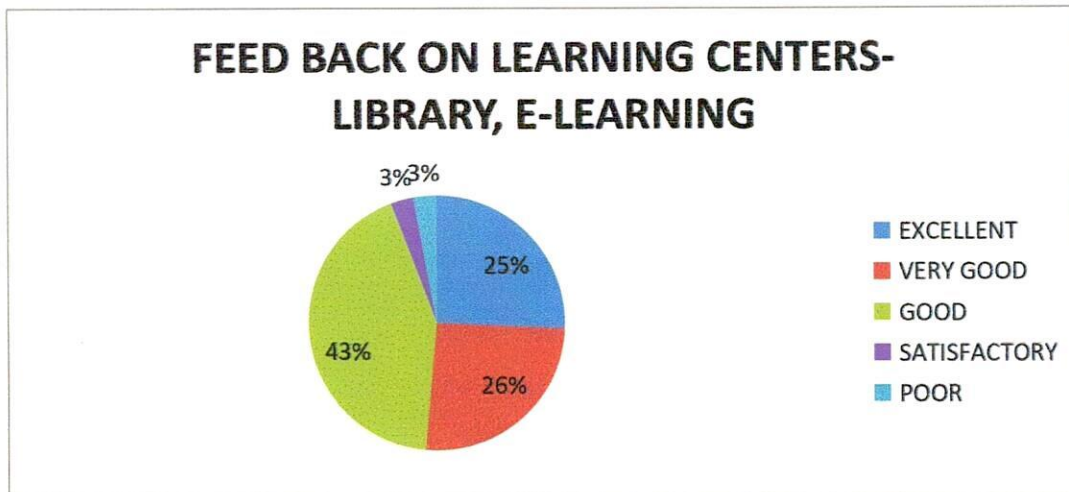
## PARAMETER-8:CO-CURRICULAR ACTIVITIES



**Analysis:** It is observed from the above diagram that 100 Percent of the students are happy with co - curricular activities.

**Action taken:** Nil

## PARAMETER-9:LEARNING CENTERS-LIBRARY, E-LEARNING



**Analysis:** It is observed from the above diagram that 94 percent of the students are happy w.r.t learning centres – library, E – Learning and 6 percent are not happy with the present learning centres – library, E – Learning.

**Action Taken:** Sufficient number of titles is provided and digital library is strengthened

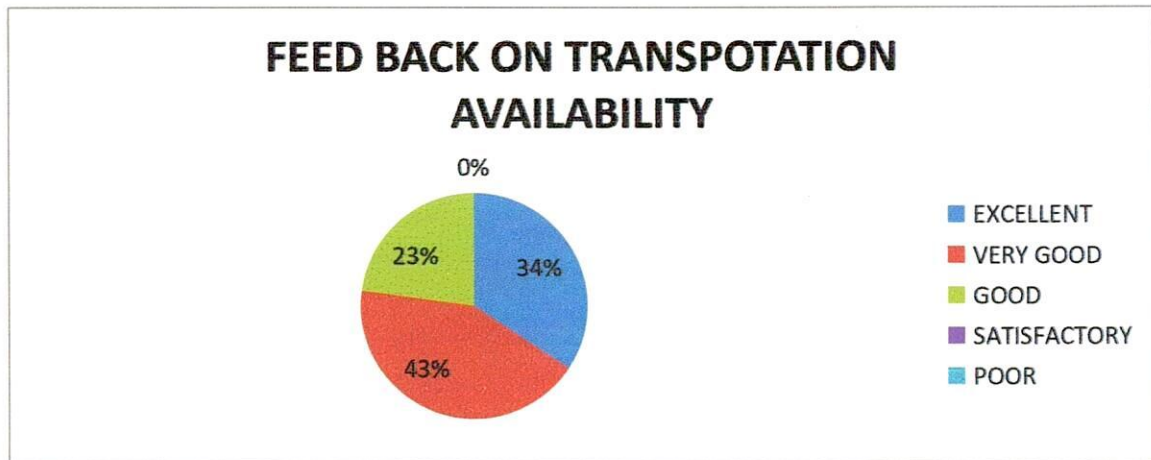
*G. Chinn*

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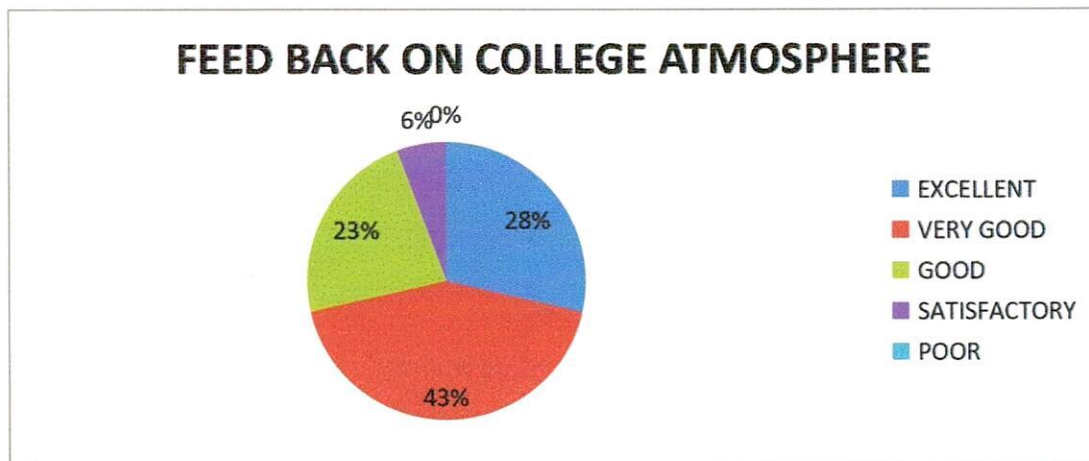
## PARAMETER-10: TRANSPORTATION AVAILABILITY



**Analysis:** It is observed from the above diagram that 100 percent of the students are happy w.r.t transportation availability.

**Action taken:** Nil

## PARAMETER-11: COLLEGE ATMOSPHERE



**Analysis:** It is observed from the above diagram that 94 percent of the students are happy w.r.t college atmosphere and 6 percent are not happy with the present college atmosphere.

**Action Taken:** Gardening and landscaping is undertaken to increase the shade in campus.

*G. Chon*

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