



# Geethanjali College of Engineering and Technology

(UGC Autonomous)

(Accredited by NAAC with 'A' Grade & NBA, Approved by AICTE and Permanently Affiliated to JNTUH)  
Cheeryal(V), Keesara(M), Medchal Dist., Telangana State – 501 301.

---

## INTERNAL QUALITY ASSURANCE CELL (IQAC)

### CIRCULAR

GCET/IQAC/2021-22/01

DATE: 01/06/2021

IQAC Meeting is scheduled as per the following agenda to discuss the following agenda points.

Time: 2.30PM

Venue: Board room

Date: 03-06-2021

1. Feedback analysis of the stakeholders of the AY: 2020-21
2. Action plan preparation for IQAC for the AY: 2021-22
3. Discussions with HoDs regarding soft skills and advanced software training.
4. Any other point with the permission of the Chair.

**Coordinator –IQAC**

#### **Copy to:**

- 1) All HODs & Deans
- 2) Members of IQAC



# Geethanjali College of Engineering and Technology

(UGC Autonomous)

(Accredited by NAAC with 'A' Grade & NBA, Approved by AICTE and Permanently Affiliated to JNTUH)  
Cheeryal(V), Keesara(M), Medchal Dist., Telangana State – 501 301.

## INTERNAL QUALITY ASSURANCE CELL (IQAC)

GCET/IQAC/2021-22/01

DATE: 03/06/2021

The following members have attended the IQAC meeting.

S.No	Name of the member	Designation	Remarks
1.	Dr. S. Udaya Kumar	Chairman-IQAC	Principal
2.	Mr. V. Sai Kishore	Assoc Professor-MBA	Teacher Representative
3.	Mr. E. Mahender	Asst. Professor-CSE	Teacher Representative
4.	Ms. V. Padmaja	Asst. Professor-EEE	Teacher Representative
5.	Dr. P. Srihari	Professor-ECE	Teacher Representative
6.	Dr. P. Vijai Bhaskar	Dean-Academics	Teacher Representative
7.	Dr. G.Neeraja Rani	Professor and Head-FED	Teacher Representative
8.	Dr. R. Prasanna Kumar	Professor and Head-CE	Teacher Representative
9.	Dr. S. Shyam Kumar	Professor and Head-ME	Teacher Representative
10.	Ms. G. Madhumitha*	Member-Teja Education	Management
11.	Mr. G.Naveen Ram	Admin. Officer	Administrative Officer
12.	Mr. Bala*	Head Master-Primary	Local Society nominee
13.	Ms. K. Rashmi Sri*	H.T.No. 17R11A04G6	Student Representative
14.	Mr. Viswa Aditya*	H.T.No.06R11A0203	Alumni
15.	Mr. V. Sri Hari*	Sitra Infotech	Employer
16.	Sri L. Srinivasa Murthy*	Founder-Bees	Industrialist
17.	Ms. G. Padmaja	Senior Admin. Assistant	Parent
18.	Dr. B. L. Prakash	Coordinator-IQAC	Professor-ECE

\*Indicates, members not present

Meeting was held in Board Room on 03-June-2021 at 2.30 PM.

### **Agenda:**

- Feedback analysis of the stakeholders for AY: 2020-21
- Action plan for IQAC in AY: 2021-22
- Interaction with placement Cell to improve the employability of the students.
- Any other point with the permission of the Chair

### **Minutes of Meeting:**

- i. Dr B. L. Prakash, the coordinator-IQAC welcomed all the members of IQAC of each department to the meeting.
- ii. The members have discussed about future skill requirement for students and decided to interact with recruiters along with Placement and Institution Innovation Cell (IIC) to improve the employability of the students.
- iii. The members have discussed the feedback given by stake holders (Recruiters, Employers and Alumni) on introducing Value Added courses to the students to make them Industry ready products.
- iv. It is also decided to initiate Value Added courses in the respective programs and train them in the identified areas.
- v. Coordinator - IQAC thanked the members for their efforts in collecting data for successful submission of AQAR to NAAC.



Coordinator-IQAC



# Geethanjali College of Engineering and Technology

(UGC Autonomous)

(Accredited by NAAC with 'A' Grade & NBA, Approved by AICTE and Permanently Affiliated to JNTUH)  
Cheeryal(V), Keesara(M), Medchal Dist., Telangana State – 501 301.

---

## INTERNAL QUALITY ASSURANCE CELL (IQAC)

### **Action Taken Report on IQAC Meeting held on 3<sup>rd</sup> June, 2021**

#### **Action Taken Report:**

1. Action Plan preparation is initiated.
2. Alumni had delivered technical lectures and also motivated students to improve employability skills.
3. IQAC interacted with placement cell on the required skills for employability and details are disseminated to department HoDs. IQAC team along with Institution Innovation Cell (IIC) and T&P cell always interacts with recruiters on fairly good number of occasions. They have expressed the concern with regard to inadequacy of excellent soft skills and strong programming skills, which are needed, and stated that soft skills are very important as they have to interact with clients on regular basis. Hence, it has been decided to speak to all Heads of the Departments (majority of them are members of IQAC). During the interaction, it is decided to give soft skills training program to all the students and advanced software training such as “Smart Interviews” training to advanced learners.
4. Suggested the Heads of the departments to initiate Value added courses to enhance the employability skills of the students.

*B. Prakash*

Coordinator-IQAC



# Geethanjali College of Engineering and Technology (UGC Autonomous)

(Accredited by NAAC with 'A' Grade & NBA, Approved by AICTE and Permanently Affiliated to JNTUH)  
Cheeryal(V), Keesara(M), Medchal Dist., Telangana State – 501 301.

---

## INTERNAL QUALITY ASSURANCE CELL (IQAC)

### CIRCULAR

GCET/IQAC/2021-22/02

DATE: 05/07/2021

IQAC Meeting is scheduled as per the following agenda to discuss the following agenda points.

Time: 1.30PM

Venue: Board room

Date: 06-07-2021

1. Discussion on Review comments by NAAC on submitted AQAR\_2019-20.
2. Timeline for re-submitting the same to NAAC.
3. Review of departmental academic calendars.
4. Any other point with the permission of the Chair.

Time: 1.30PM

Venue: Board room

Date: 06-07-2021

**Coordinator –IQAC**

#### **Copy to:**

- 1) All HODs & Deans
- 2) Members of IQAC



# Geethanjali College of Engineering and Technology

(UGC Autonomous)

(Accredited by NAAC with 'A' Grade & NBA, Approved by AICTE and Permanently Affiliated to JNTUH)  
Cheeryal(V), Keesara(M), Medchal Dist., Telangana State – 501 301.

## INTERNAL QUALITY ASSURANCE CELL(IQAC)

GCET/IQAC/2021-22/02

DATE: 06/07/2021

Venue: Board Room

Time: 1.30 PM

The following members have attended the IQAC meeting.

S.No	Name of the member	Designation	Remarks
1.	Dr. S. Udaya Kumar	Chairman-IQAC	Principal
2.	Mr. V. Sai Kishore	Assoc Professor-MBA	Teacher Representative
3.	Mr. E. Mahender	Asst. Professor-CSE	Teacher Representative
4.	Ms. V. Padmaja	Asst. Professor-EEE	Teacher Representative
5.	Dr. P. Srihari	Professor-ECE	Teacher Representative
6.	Dr. P. Vijai Bhaskar	Dean-Academics	Teacher Representative
7.	Dr. G.Neeraja Rani	Professor and Head-FED	Teacher Representative
8.	Dr. R. Prasanna Kumar	Professor and Head-CE	Teacher Representative
9.	Dr. S. Shyam Kumar	Professor and Head-ME	Teacher Representative
10.	Ms. G. Madhumitha*	Member-Teja Education Society	Management Representative
11.	Mr. G.Naveen Ram	Admin. Officer	Administrative Officer
12.	Mr. Bala*	Head Master-Primary School, Cheeryal(V)	Local Society nominee
13.	Ms. K. Rashmi Sri*	H.T.No. 17R11A04G6	Student Representative
14.	Mr. Viswa Aditya*	H.T.No.06R11A0203	Alumni
15.	Mr. V. Sri Hari*	Sitra Infotech	Employer
16.	Sri L. Srinivasa Murthy*	Founder-Bees Consultancy	Industrialist
17.	Ms. G. Padmaja	Senior Admin. Assistant	Parent
18.	Dr. B. L. Prakash	Coordinator-IQAC	Professor-ECE

**Agenda:**

- Discussion on Review comments by NAAC on submitted AQAR\_2019-20.
- Timeline for re-submitting the same to NAAC
- Review of departmental academic calendars.
- Any other point with the permission of the Chair

**Minutes of Meeting:**

- i. Dr B. L. Prakash, the coordinator-IQAC welcomed all the members of IQAC of each department to the meeting.
- ii. It is decided to review academic calendars of all the departments and suggest modifications if needed.
- iii. The members have discussed the feedback given by NAAC on AQAR\_2019-20.
- iv. It is also decided to fulfill all the queries raised by NAAC and to submit the same on or before 20-07-2021.
- v. Coordinator-IQAC thanked the members for their efforts in collecting data for successful submission of AQAR to NAAC.



Coordinator-IQAC



# Geethanjali College of Engineering and Technology

(UGC Autonomous)

(Accredited by NAAC with 'A' Grade & NBA, Approved by AICTE and Permanently Affiliated to JNTUH)  
Cheeryal(V), Keesara(M), Medchal Dist., Telangana State – 501 301.

---

## INTERNAL QUALITY ASSURANCE CELL(IQAC)

### **Action Taken Report on IQAC Meeting held on 6<sup>th</sup> July, 2021**

#### **Action Taken Report:**

1. The web link for AQAR of previous year i.e., AY:2019-20 was created and uploaded to NAAC as per their suggestion.
2. IQAC reviewed academic and suggested to align the activities for the holistic development of the students.
3. The blanks are filled with 'NIL' or 'NA' and uploaded as suggested by NAAC.
4. After all modifications done and after thorough verification by HoDs and Principal it is decided to submit it within the given time.

*B. Praveen*

Coordinator-IQAC





# Geethanjali College of Engineering and Technology

(UGC Autonomous)

(Accredited by NAAC with 'A' Grade & NBA, Approved by AICTE and Permanently Affiliated to JNTUH)  
Cheeryal(V), Keesara(M), Medchal Dist., Telangana State – 501 301.

---

## INTERNAL QUALITY ASSURANCE CELL(IQAC)

### CIRCULAR

GCET/IQAC/2021-22/03

DATE: 30/08/2021

IQAC Meeting is scheduled as per the following agenda to discuss the following agenda points.

Time: 1.30PM

Venue: Board room

Date: 01-09-2021

1. Modalities and time schedule to conduct Phase-1 TLP feedback from III and IV B. Tech students.
2. To get ready for External Audit to held in all departments on 18-09-2021.
3. To review the action taken based on Minutes of meeting 1 on employability of students.
4. To request to NAAC to put format for AQAR\_2020-21
5. To gather the data for AQAR for AY: 2020-21 as per previous formats.
6. Any other item.

*B. Prakash*

**Coordinator –IQAC**

#### **Copy to:**

- 1) All HODs & Deans
- 2) Members of IQAC



# Geethanjali College of Engineering and Technology

(UGC Autonomous)

(Accredited by NAAC with 'A' Grade & NBA, Approved by AICTE and Permanently Affiliated to JNTUH)  
Cheeryal(V), Keesara(M), Medchal Dist., Telangana State – 501 301.

## INTERNAL QUALITY ASSURANCE CELL(IQAC)

GCET/IQAC/2021-22/03

DATE: 01/09/2021

### Minutes of IQAC Members held on September 01, 2021

The meeting was held in Board room during 01:30 to 02:30 PM. The list of group members present is:

S.No	Name of the member	Designation	Remarks
1.	Dr. S. Udaya Kumar	Chairman-IQAC	Principal
2.	Mr. V. Sai Kishore	Assoc Professor-MBA	Teacher Representative
3.	Mr. E. Mahender	Asst. Professor-CSE	Teacher Representative
4.	Ms. V. Padmaja	Asst. Professor-EEE	Teacher Representative
5.	Dr. P. Srihari*	Professor-ECE	Teacher Representative
6.	Dr. P. Vijai Bhaskar	Dean-Academics	Teacher Representative
7.	Dr. G.Neeraja Rani*	Professor and Head-FED	Teacher Representative
8.	Dr. R. Prasanna Kumar	Professor and Head-CE	Teacher Representative
9.	Dr. S. Shyam Kumar	Professor and Head-ME	Teacher Representative
10.	Ms. G. Madhumitha*	Member-Teja Education	Management
11.	Mr. G.Naveen Ram	Admin. Officer	Administrative Officer
12.	Mr. Bala*	Head Master-Primary	Local Society nominee
13.	Ms. K. Rashmi Sri*	H.T.No. 17R11A04G6	Student Representative
14.	Mr. Viswa Aditya*	H.T.No.06R11A0203	Alumni
15.	Mr. V. Sri Hari*	Sitra Infotech	Employer
16.	Sri L. Srinivasa Murthy*	Founder-Bees	Industrialist
17.	Ms. G. Padmaja*	Senior Admin. Assistant	Parent
18.	Dr. B. L. Prakash	Coordinator-IQAC	Professor-ECE

\*Could not be present

**Agenda:**

- Modalities and time schedule to conduct Phase-1 TLP feedback from III and IV B. Tech students.
- To get ready for External Audit to held in all departments on 18-09-2021.
- To review the action taken based on Minutes of meeting 1 on employability of students.
- To request to NAAC to put format for AQAR\_2020-21
- To gather the data for AQAR for AY: 2020-21 as per previous formats.
- Any other item

**Minutes of Meeting:**

- i. Dr. B. L. Prakash, Coordinator-IQAC welcomed all the members to the meeting.
- ii. He requested the members to initiate TLP Phase-1 feedback from III- and IV-year students as per the instructions of Principal.
- iii. It is decided to talk to the HoDs on training programs to the students for better placements.
- iv. He informed the members that the external audit for the AY:2019-20 will be conducted across all departments on 18<sup>th</sup> September 2021
- v. He also instructed the members to start gathering the data for AQAR for AY: 2020-21 as per previous templates with the cooperation of other members in the department.
- vi. It is decided to send a mail to NAAC requesting them to put AQAR format for AY: 2020-21.



**(Dr. B. L. Prakash)**  
IQAC-Coordinator

Copy to: 1. Principal  
2. Dean-Academics



# Geethanjali College of Engineering and Technology

(UGC Autonomous)

(Accredited by NAAC with 'A' Grade & NBA, Approved by AICTE and Permanently Affiliated to JNTUH)  
Cheeryal(V), Keesara(M), Medchal Dist., Telangana State – 501 301.

---

## INTERNAL QUALITY ASSURANCE CELL(IQAC)

### **Action Taken Report on IQAC Meeting held on 1<sup>st</sup> September, 2021**

#### **Action Taken Report:**

1. TLP Phase-1 feedback of III and IV-year students is initiated.
2. On the suggestions of IQAC, members of CAC decided to impart training to the advanced learners through smart interviews.
3. The format for external AAA is sent to all HODs. And the expert members.
4. Informed the members and HODs to get ready with all necessary documents to be presented for external Audit to be held across all departments on 18-09-2021.
5. Information through mail is sent to NAAC to upload the format for AQAR\_2020-21.

*B. Praveen*

Coordinator-IQAC



# Geethanjali College of Engineering and Technology

(UGC Autonomous)

(Accredited by NAAC with 'A' Grade & NBA, Approved by AICTE and Permanently Affiliated to JNTUH)  
Cheeryal(V), Keesara(M), Medchal Dist., Telangana State – 501 301.

---

## INTERNAL QUALITY ASSURANCE CELL(IQAC)

### CIRCULAR

GCET/IQAC/2021-22/04

DATE: 18/10/2021

IQAC Meeting is scheduled as per the following agenda to discuss the following agenda points.

Time: 2.30PM

Venue: Board room

Date: 20-10-2021

1. Initiation to collect data for AQAR-2020-21
2. Discussion on comments made by expert members on External Academic and Administrative Audit held on 18-09-2021
3. ATRs preparation on External Academic Audit held.
4. Proposal for arranging one-day webinar on Importance of Publications in Scopus and SCI Journals
5. Sending TLP Phase-1 feedback analysis report to all HoDs and monitoring the action taken report.
6. Any other point.

*B. Praveen*

**Coordinator –IQAC**

#### **Copy to:**

- 1) All HODs & Deans
- 2) Members of IQAC



# Geethanjali College of Engineering and Technology

(UGC Autonomous)

(Accredited by NAAC with 'A' Grade & NBA, Approved by AICTE and Permanently Affiliated to JNTUH)  
Cheeryal(V), Keesara(M), Medchal Dist., Telangana State – 501 301.

## INTERNAL QUALITY ASSURANCE CELL(IQAC)

GCET/IQAC/2021-22/04

DATE: 20/10/2021

The following members have attended the meeting.

S.No	Name of the member	Designation	Remarks
1.	Dr. S. Udaya Kumar*	Chairman-IQAC	Principal
2.	Mr. V. Sai Kishore	Assoc Professor-MBA	Teacher Representative
3.	Mr. E. Mahender	Asst. Professor-CSE	Teacher Representative
4.	Ms. V. Padmaja	Asst. Professor-EEE	Teacher Representative
5.	Dr. P. Srihari	Professor-ECE	Teacher Representative
6.	Dr. P. Vijai Bhaskar*	Dean-Academics	Teacher Representative
7.	Dr. G.Neeraja Rani*	Professor and Head-FED	Teacher Representative
8.	Dr. R. Prasanna Kumar*	Professor and Head-CE	Teacher Representative
9.	Dr. S. Shyam Kumar	Professor and Head-ME	Teacher Representative
10.	Ms. G. Madhumitha*	Member-Teja Education	Management
11.	Mr. G.Naveen Ram*	Admin. Officer	Administrative Officer
12.	Mr. Bala*	Head Master-Primary	Local Society nominee
13.	Ms. K. Rashmi Sri*	H.T.No. 17R11A04G6	Student Representative
14.	Mr. Viswa Aditya*	H.T.No.06R11A0203	Alumni
15.	Mr. V. Sri Hari*	Sitra Infotech	Employer
16.	Sri L. Srinivasa Murthy*	Founder-Bees	Industrialist
17.	Ms. G. Padmaja*	Senior Admin. Assistant	Parent
18.	Dr. B. L. Prakash	Coordinator-IQAC	Professor-ECE

\*Indicates, members not present

Meeting was held in Board Room on 20-10-2021 at 2.30 pm.

### Agenda:

- Initiation to collect data for AQAR-2020-21
- Discussion on comments made by expert members on External Academic and Administrative Audit held on 18-09-2021
- ATRs preparation on External Academic Audit held.
- Proposal for arranging one-day webinar on Importance of Publications in Scopus and SCI Journals

- Sending TLP Phase-1 feedback analysis report to all HoDs and monitoring the action taken report.
- Any other point.

**Minutes of Meeting:**

- i. Dr B. L. Prakash, the coordinator-IQAC welcomed all the members of IQAC of each department. to the meeting.
- ii. Coordinator-IQAC informed that the revised AQAR format for AY:2020-21 has been uploaded in the NAAC website. Hence it is requested to fasten the data collection for the same.
- iii. Members discussed the comments made by External Audit committee and suggestions given by them.
- iv. It is also decided that the ATRs to be collected from all departments on AAA on deficiencies and concerns.
- v. Coordinator-IQAC informed that the TLP feedback-1 analysis is done and is sent to all HoDs for further action.
- vi. It is decided to arrange one day webinar on “Importance of Publications in Scopus and SCI Journals” on 12-11-2021.



Coordinator-IQAC



# Geethanjali College of Engineering and Technology

(UGC Autonomous)

(Accredited by NAAC with 'A' Grade & NBA, Approved by AICTE and Permanently Affiliated to JNTUH)  
Cheeryal(V), Keesara(M), Medchal Dist., Telangana State – 501 301.

---

## INTERNAL QUALITY ASSURANCE CELL(IQAC)

Action Taken Report on IQAC Meeting held on 20<sup>th</sup> October, 2021

### **Action Taken Report:**

1. AQAR data collection is initiated as per the format put on NAAC website.
2. The comments and suggestions by external AAA committee are sent and requested HODs to prepare for ATRs.
3. IQAC monitored the action taken report on TLP Feedback analysis.
4. Made a phone call to the Resource person Dr.B.T.P. Madhav, Professor, K L University to give a webinar on "Importance of Publications in Scopus and SCI Journals". He formally agreed for it.

*B. Prakash*

Coordinator-IQAC





# Geethanjali College of Engineering and Technology

(UGC Autonomous)

(Accredited by NAAC with 'A' Grade & NBA, Approved by AICTE and Permanently Affiliated to JNTUH)  
Cheeryal(V), Keesara(M), Medchal Dist., Telangana State – 501 301.

---

## INTERNAL QUALITY ASSURANCE CELL(IQAC)

### CIRCULAR

GCET/IQAC/2021-22/05

DATE: 25/11/2021

IQAC Meeting is scheduled as per the following agenda to discuss the following agenda points.

Time: 3.00PM

Venue: IQAC room

Date: 27-11-2021

1. Proposal of dates for External audit for the AY 2020-21.
2. Review on AQAR data collection for AY 2020-21
3. Proposal for conducting ISO-9001-2015 audit.

**Coordinator –IQAC**

#### **Copy to:**

- 1) All HODs & Deans
- 2) Members of IQAC



# Geethanjali College of Engineering and Technology

(UGC Autonomous)

(Accredited by NAAC with 'A' Grade & NBA, Approved by AICTE and Permanently Affiliated to JNTUH)  
Cheeryal(V), Keesara(M), Medchal Dist., Telangana State – 501 301.

## INTERNAL QUALITY ASSURANCE CELL(IQAC)

GCET/IQAC/2021-22/05

DATE: 27/11/2021

The following members have attended the meeting.

S.No	Name of the member	Designation	Remarks
1.	Dr. S. Udaya Kumar	Chairman-IQAC	Principal
2.	Mr. V. Sai Kishore	Assoc Professor-MBA	Teacher Representative
3.	Mr. E. Mahender	Asst. Professor-CSE	Teacher Representative
4.	Ms. V. Padmaja	Asst. Professor-EEE	Teacher Representative
5.	Dr. P. Srihari	Professor-ECE	Teacher Representative
6.	Dr. P. Vijai Bhaskar*	Dean-Academics	Teacher Representative
7.	Dr. G.Neeraja Rani	Professor and Head-FED	Teacher Representative
8.	Dr. R. Prasanna Kumar	Professor and Head-CE	Teacher Representative
9.	Dr. S. Shyam Kumar*	Professor and Head-ME	Teacher Representative
10.	Ms. G. Madhumitha*	Member-Teja Education	Management
11.	Mr. G.Naveen Ram*	Admin. Officer	Administrative Officer
12.	Mr. Bala*	Head Master-Primary	Local Society nominee
13.	Ms. K. Rashmi Sri	H.T.No. 17R11A04G6	Student Representative
14.	Mr. Viswa Aditya*	H.T.No.06R11A0203	Alumni
15.	Mr. V. Sri Hari*	Sitra Infotech	Employer
16.	Sri L. Srinivasa Murthy*	Founder-Bees	Industrialist
17.	Ms. G. Padmaja*	Senior Admin. Assistant	Parent
18.	Dr. B. L. Prakash	Coordinator-IQAC	Professor-ECE

\*Indicates, members not present

Meeting was held in IQAC cell on 27/11/2021 at 3 PM.

### **Agenda:**

- Proposal of dates for External audit for the AY 2020-21.
- Review on AQAR data collection for AY 2020-21
- Proposal for conducting ISO-9001-2015 audit

### **Minutes of Meeting:**

- i. Dr B. L. Prakash, the coordinator-IQAC welcomed all the members of IQAC of each department. to the meeting.
- ii. Members have discussed and reviewed the data collection for AQAR-2020-21 of all departments.
- iii. It is also decided that ISO-Audit has to be conducted during the last week of November 2021.



**Coordinator-IQAC**

**Geethanjali College of Engineering and Technology**  
(UGC Autonomous)

(Accredited by NAAC with 'A' Grade & NBA, Approved by AICTE and Permanently Affiliated to JNTUH)  
Cheeryal(V), Keesara(M), Medchal Dist., Telangana State – 501 301.

---

**INTERNAL QUALITY ASSURANCE CELL(IQAC)**

Action Taken Report on IQAC Meeting held on 27/11/2021

**Action Taken Report:**

1. Reviewed the status of data collection for AQAR and informed the HoDs to coordinate with the department IQAC members.
2. Contacted the audit team to conduct ISO audit.
3. Identified the experts for conducting external audit.

*B. Praveen*

Coordinator-IQAC



# Geethanjali College of Engineering and Technology

(UGC Autonomous)

(Accredited by NAAC with 'A' Grade & NBA, Approved by AICTE and Permanently Affiliated to JNTUH)  
Cheeryal(V), Keesara(M), Medchal Dist., Telangana State – 501 301.

---

## INTERNAL QUALITY ASSURANCE CELL(IQAC)

### CIRCULAR

GCET/IQAC/2021-22/06

DATE: 15/01/2022

IQAC Meeting is scheduled as per the following agenda to discuss the following agenda points.

Time: 3.00PM

Venue: IQAC room

Date: 17-01-2022

1. AQAR review and fixing the time line for completing the same.
2. NAAC – IIQA preparations
3. Review on employers feedback through placement cell
4. Review of proposed activities in academic calendar of various departments.
5. Collecting the Action taken reports on external audit held on 08-01-2022.

*Byrakan*

**Coordinator –IQAC**

#### **Copy to:**

- 1) All HODs & Deans
- 2) Members of IQAC



# Geethanjali College of Engineering and Technology

(UGC Autonomous)

(Accredited by NAAC with 'A' Grade & NBA, Approved by AICTE and Permanently Affiliated to JNTUH)  
Cheeryal(V), Keesara(M), Medchal Dist., Telangana State – 501 301.

## INTERNAL QUALITY ASSURANCE CELL(IQAC)

GCET/IQAC/2021-22/06

DATE: 17/01/2022

The following members have attended the meeting.

S.No	Name of the member	Designation	Remarks
1.	Dr. S. Udaya Kumar	Chairman-IQAC	Principal
2.	Mr. V. Sai Kishore	Assoc Professor-MBA	Teacher Representative
3.	Mr. E. Mahender	Asst. Professor-CSE	Teacher Representative
4.	Ms. V. Padmaja	Asst. Professor-EEE	Teacher Representative
5.	Dr. P. Srihari	Professor-ECE	Teacher Representative
6.	Dr. P. Vijai Bhaskar	Dean-Academics	Teacher Representative
7.	Dr. G.Neeraja Rani*	Professor and Head-FED	Teacher Representative
8.	Dr. R. Prasanna Kumar*	Professor and Head-CE	Teacher Representative
9.	Dr. S. Shyam Kumar*	Professor and Head-ME	Teacher Representative
10.	Ms. G. Madhumitha*	Member-Teja Education	Management
11.	Mr. G.Naveen Ram*	Admin. Officer	Administrative Officer
12.	Mr. Bala*	Head Master-Primary	Local Society nominee
13.	Ms. K. Rashmi Sri*	H.T.No. 17R11A04G6	Student Representative
14.	Mr. Viswa Aditya	H.T.No.06R11A0203	Alumni
15.	Mr. V. Sri Hari*	Sitra Infotech	Employer
16.	Sri L. Srinivasa Murthy*	Founder-Bees	Industrialist
17.	Ms. G. Padmaja*	Senior Admin. Assistant	Parent
18	Dr. B. L. Prakash	Coordinator-IQAC	Professor-ECE

\*Indicates, members not present

Meeting was held In IQAC room on 17/01/2022 at 3.00 PM

### Agenda:

- AQAR review and fixing the time line for completing the same.
- NAAC – IIQA preparations
- Review on employers' feedback through placement cell.
- Review of proposed activities in academic calendar of various departments.
- Collecting the Action taken reports on external audit held on 08-01-2022

### **Minutes of Meeting:**

- i. Dr B. L. Prakash, the coordinator-IQAC welcomed all the members of IQAC of each department. to the meeting.
- ii. Members have reviewed the data collection for AQAR and it is observed that 90 percent of data collection is finished.
- iii. Members also decided to initiate the data collection for IIQA.
- iv. It is decided to carry out the review of activities mentioned in the academic calendars of all the departments.
- v. As per the employer's feedback analysis, it was understood that, there is scope for improvement among the students in soft skills.



Coordinator-IQAC



# Geethanjali College of Engineering and Technology

(UGC Autonomous)

(Accredited by NAAC with 'A' Grade & NBA, Approved by AICTE and Permanently Affiliated to JNTUH)  
Cheeryal(V), Keesara(M), Medchal Dist., Telangana State – 501 301.

---

## INTERNAL QUALITY ASSURANCE CELL(IQAC)

### **Action Taken Report on IQAC Meeting held on 17/01/2022**

#### **Action Taken Report:**

1. Reviewed the collected data and instructed the members to complete the remaining data collection as early as possible.
2. HODs were requested to verify the data sent to AQAR before sending it to IQAC.
3. The write-ups (Qims) written for AQAR are reviewed.
4. Reviewed the data collection for IIQA.
5. Suggested the concerned HoDs to facilitate training on soft skills for the students.
6. Suggested the academic departments to complete the pending activities if any for the academic year.

*B. Praveen*

Coordinator-IQAC



# Geethanjali College of Engineering and Technology (UGC Autonomous)

(Accredited by NAAC with 'A' Grade & NBA, Approved by AICTE and Permanently Affiliated to JNTUH)  
Cheeryal(V), Keesara(M), Medchal Dist., Telangana State – 501 301.

---

## INTERNAL QUALITY ASSURANCE CELL(IQAC)

### CIRCULAR

GCET/IQAC/2021-22/07

DATE: 17/03/2022

IQAC Meeting is scheduled as per the following agenda to discuss the following agenda points.

Time: 2.30PM

Venue: Board room

Date: 19-03-2022

1. To organize workshops on IPR and HVPE.
2. Discussion on suggestions received from NAAC from AQAR-2020-21 and subsequent action to be taken.
3. Initiation of data collection for NAAC-SSR (II Cycle).

**Coordinator -IQAC**

#### **Copy to:**

- 1) All HODs & Deans
- 2) Members of IQAC





# Geethanjali College of Engineering and Technology

(UGC Autonomous)

(Accredited by NAAC with 'A' Grade & NBA, Approved by AICTE and Permanently Affiliated to JNTUH)  
Cheeryal(V), Keesara(M), Medchal Dist., Telangana State – 501 301.

## INTERNAL QUALITY ASSURANCE CELL(IQAC)

GCET/IQAC/2021-22/07

DATE: 19/03/2022

The following members have attended the meeting.

S.No	Name of the member	Designation	Remarks
1.	Dr. S. Udaya Kumar	Chairman-IQAC	Principal
2.	Mr. V. Sai Kishore	Assoc Professor-MBA	Teacher Representative
3.	Mr. E. Mahender	Asst. Professor-CSE	Teacher Representative
4.	Ms. V. Padmaja	Asst. Professor-EEE	Teacher Representative
5.	Dr. P. Srihari	Professor-ECE	Teacher Representative
6.	Dr. P. Vijai Bhaskar	Dean-Academics	Teacher Representative
7.	Dr. G.Neeraja Rani*	Professor and Head-FED	Teacher Representative
8.	Dr. R. Prasanna Kumar*	Professor and Head-CE	Teacher Representative
9.	Dr. S. Shyam Kumar*	Professor and Head-ME	Teacher Representative
10.	Ms. G. Madhumitha*	Member-Teja Education	Management
11.	Mr. G.Naveen Ram*	Admin. Officer	Administrative Officer
12.	Mr. Bala*	Head Master-Primary	Local Society nominee
13.	Ms. K. Rashmi Sri*	H.T.No. 17R11A04G6	Student Representative
14.	Mr. Viswa Aditya	H.T.No.06R11A0203	Alumni
15.	Mr. V. Sri Hari*	Sitra Infotech	Employer
16.	Sri L. Srinivasa Murthy*	Founder-Bees	Industrialist
17.	Ms. G. Padmaja*	Senior Admin. Assistant	Parent
18.	Dr. B. L. Prakash	Coordinator-IQAC	Professor-ECE

\*Indicates, members not present

**Meeting was held In IQAC cell on 19/03/2022 at 3.00 PM**

### **Agenda:**

- To organize workshops on IPR and HVPE.
- Discussion on suggestions received from NAAC from AQAR-2020-21 and subsequent action to be taken.
- Initiation of data collection for NAAC-SSR (II Cycle).

### **Minutes of Meeting:**

- i. Dr B. L. Prakash, the coordinator-IQAC welcomed all the members of IQAC of each department. to the meeting.
- ii. It is also decided to initiate the data collection for NAAC.

- iii. It is proposed to organize workshops on IPR and HVPE in association with department of Management Studies.

*B. Prakash*

**Coordinator-IQAC**



# Geethanjali College of Engineering and Technology

(UGC Autonomous)

(Accredited by NAAC with 'A' Grade & NBA, Approved by AICTE and Permanently Affiliated to JNTUH)  
Cheeryal(V), Keesara(M), Medchal Dist., Telangana State – 501 301.

---

## INTERNAL QUALITY ASSURANCE CELL(IQAC)

### **Action Taken Report on IQAC Meeting held on 19/03/2022**

#### **Action Taken Report:**

1. Resource persons are identified for organizing the workshops on Human Values and Professional Ethics and Intellectual property rights.
2. NAAC data collection is initiated and the preparation for the write-ups is started.
3. The comments received by IQAC on submitted AQAR from NAAC are communicated to all Heads of the departments and Deans.

*B. Prakash*

Coordinator-IQAC



# Geethanjali College of Engineering and Technology

(UGC Autonomous)

(Accredited by NAAC with 'A' Grade & NBA, Approved by AICTE and Permanently Affiliated to JNTUH)  
Cheeryal(V), Keesara(M), Medchal Dist., Telangana State – 501 301.

---

## INTERNAL QUALITY ASSURANCE CELL(IQAC)

### CIRCULAR

GCET/IQAC/2021-22/08

DATE: 04/05/2022

IQAC Meeting is scheduled as per the following agenda to discuss the following agenda points.

Time: 2.30PM

Venue: Board room

Date: 06-05-2022

1. Communication with the resource persons for organizing the workshops on IPR and HVPE.
2. Review on NAAC – SSR preparations.
3. Criteria wise work allotment to the identified staff across all the departments.

**Coordinator –IQAC**

#### **Copy to:**

- 1) All HODs & Deans
- 2) Members of IQAC



# Geethanjali College of Engineering and Technology

(UGC Autonomous)

(Accredited by NAAC with 'A' Grade & NBA, Approved by AICTE and Permanently Affiliated to JNTUH)  
Cheeryal(V), Keesara(M), Medchal Dist., Telangana State – 501 301.

## INTERNAL QUALITY ASSURANCE CELL(IQAC)

GCET/IQAC/2021-22/08

DATE: 06/05/2022

The following members have attended the meeting.

S.No	Name of the member	Designation	Remarks
1.	Dr. S. Udaya Kumar	Chairman-IQAC	Principal
2.	Mr. V. Sai Kishore	Assoc Professor-MBA	Teacher Representative
3.	Mr. E. Mahender	Asst. Professor-CSE	Teacher Representative
4.	Ms. V. Padmaja	Asst. Professor-EEE	Teacher Representative
5.	Dr. P. Srihari	Professor-ECE	Teacher Representative
6.	Dr. P. Vijai Bhaskar	Dean-Academics	Teacher Representative
7.	Dr. G.Neeraja Rani*	Professor and Head-FED	Teacher Representative
8.	Dr. R. Prasanna Kumar*	Professor and Head-CE	Teacher Representative
9.	Dr. S. Shyam Kumar*	Professor and Head-ME	Teacher Representative
10.	Ms. G. Madhumitha*	Member-Teja Education	Management
11.	Mr. G.Naveen Ram*	Admin. Officer	Administrative Officer
12.	Mr. Bala*	Head Master-Primary	Local Society nominee
13.	Ms. K. Rashmi Sri*	H.T.No. 17R11A04G6	Student Representative
14.	Mr. Viswa Aditya	H.T.No.06R11A0203	Alumni
15.	Mr. V. Sri Hari*	Sitra Infotech	Employer
16.	Sri L. Srinivasa Murthy*	Founder-Bees	Industrialist
17.	Ms. G. Padmaja*	Senior Admin. Assistant	Parent
18.	Dr. B. L. Prakash	Coordinator-IQAC	Professor-ECE

\*Indicates, members not present

Meeting was held In Board Room on 06/05/2022 at 2.30 PM

### Agenda:

- Communication with the resource persons for organizing the workshops on IPR and HVPE.
- Review on NAAC – SSR preparations.
- Criteria wise work allotment to the identified staff across all the departments.

**Minutes of Meeting:**

1. Dr B. L. Prakash, the coordinator-IQAC welcomed all the members of IQAC of each department. to the meeting.
2. Resource persons are identified for the workshops on IPR and HVPE by the department of Management Studies.
3. Members have decided to involve the senior persons, HoDs and Deans as criteria Heads.
4. Coordinator-IQAC informed that IIQA was accepted by NAAC on 05-04-2022.



Coordinator-IQAC



# Geethanjali College of Engineering and Technology

(UGC Autonomous)

(Accredited by NAAC with 'A' Grade & NBA, Approved by AICTE and Permanently Affiliated to JNTUH)  
Cheeryal(V), Keesara(M), Medchal Dist., Telangana State – 501 301.

## INTERNAL QUALITY ASSURANCE CELL(IQAC)

Action Taken Report on IQAC Meeting held on 06/05/2022

### **Action Taken Report:**

1. The resource person identified for conducting workshop on HVPE-Empowerment through Self-Education is Dr.Y.Mohan Rao and the resource person for IPR is Dr.Y.V.S.Ch.Prasad.
2. Coordinator-IQAC informed that IIQA was accepted by NAAC on 05-04-2022.
3. He further told that within 45 days of accepting IIQA, NAAC-SSR data has to be submitted.
4. It is also decided to organize a Guest Lecture on Quality Circles.
5. The criteria-wise data collection NAAC is assigned to the following persons for smooth completion of the data collection, verification and validation.

S.No	Criterion	Name of the staff member	Remarks
1	Curricular Aspects	Dr.P.Vijai Bhaskar	
2	Teaching Learning and Evaluation	Prof.B.Hari Kumar	
3	Research and Development	Dr.Ch.Srilakshmi	
4	Infrastructure and Facilities	Dr.L.Venkateswarlu	
5	Student Support Systems	Prof.K.S.Rao	
6	Governance and Leadership	Dr.R.Prasanna Kumar	
7	Institutional Values and Best Practices	Prof.V.Madhusudhan	
8	Overall Coordination	Dr.P.Srihari and Dr.G.Neeraja Rani	

*B. Praveen*

Coordinator-IQAC



# Geethanjali College of Engineering and Technology

(UGC Autonomous)

(Accredited by NAAC with 'A' Grade & NBA, Approved by AICTE and Permanently Affiliated to JNTUH)  
Cheeryal(V), Keesara(M), Medchal Dist., Telangana State – 501 301.

---

## INTERNAL QUALITY ASSURANCE CELL(IQAC)

### CIRCULAR

GCET/IQAC/2021-22/09

DATE: 0706/2022

IQAC Meeting is scheduled as per the following agenda to discuss the following agenda points.

Time: 2.30PM

Venue: Board room

Date: 09-06-2022

1. Successful submission of NAAC-SSR
2. Any other point with the permission of the Chair

**Coordinator -IQAC**

#### **Copy to:**

- 1) All HODs & Deans
- 2) Members of IQAC





# Geethanjali College of Engineering and Technology

(UGC Autonomous)

(Accredited by NAAC with 'A' Grade & NBA, Approved by AICTE and Permanently Affiliated to JNTUH)  
Cheeryal(V), Keesara(M), Medchal Dist., Telangana State – 501 301.

## INTERNAL QUALITY ASSURANCE CELL(IQAC)

GCET/IQAC/2021-22/09

DATE: 09/06/2022

The following members have attended the meeting.

S.No	Name of the member	Designation	Remarks
1.	Dr. S. Udaya Kumar	Chairman-IQAC	Principal
2.	Mr. V. Sai Kishore	Assoc Professor-MBA	Teacher Representative
3.	Mr. E. Mahender	Asst. Professor-CSE	Teacher Representative
4.	Ms. V. Padmaja	Asst. Professor-EEE	Teacher Representative
5.	Dr. P. Srihari	Professor-ECE	Teacher Representative
6.	Dr. P. Vijai Bhaskar	Dean-Academics	Teacher Representative
7.	Dr. G.Neeraja Rani*	Professor and Head-FED	Teacher Representative
8.	Dr. R. Prasanna Kumar*	Professor and Head-CE	Teacher Representative
9.	Dr. S. Shyam Kumar*	Professor and Head-ME	Teacher Representative
10.	Ms. G. Madhumitha*	Member-Teja Education	Management
11.	Mr. G.Naveen Ram*	Admin. Officer	Administrative Officer
12.	Mr. Bala*	Head Master-Primary	Local Society nominee
13.	Ms. K. Rashmi Sri*	H.T.No. 17R11A04G6	Student Representative
14.	Mr. Viswa Aditya	H.T.No.06R11A0203	Alumni
15.	Mr. V. Sri Hari*	Sitra Infotech	Employer
16.	Sri L. Srinivasa Murthy*	Founder-Bees	Industrialist
17.	Ms. G. Padmaja*	Senior Admin. Assistant	Parent
18.	Dr. B. L. Prakash	Coordinator-IQAC	Professor-ECE

\*Indicates, members not present

### Agenda:

- Successful submission of NAAC-SSR
- Any other point with the permission of the Chair

**Minutes of Meeting:**

1. Dr B. L. Prakash, the coordinator-IQAC welcomed all the members of IQAC of each department to the meeting.
2. He informed that Institute's SSR was successfully submitted to NAAC after thorough verification
3. The coordinator thanked all the members of IQAC, criteria-wise coordinators for their active involvement in the successful submission of NAAC-SSR.
4. Members have decided to prepare IQAC presentation to be given before peer team.
5. As this is very crucial, along with principal's presentation, it is decided to prepare 4 to 5 slides in each criteria.

*B. Prakash*

Coordinator-IQAC



# Geethanjali College of Engineering and Technology

(UGC Autonomous)

(Accredited by NAAC with 'A' Grade & NBA, Approved by AICTE and Permanently Affiliated to JNTUH)  
Cheeryal(V), Keesara(M), Medchal Dist., Telangana State – 501 301.

---

## INTERNAL QUALITY ASSURANCE CELL(IQAC)

Action Taken Report on IQAC Meeting held on 09/06/2022

### **Action Taken Report:**

1. Institute's SSR was successfully submitted to NAAC
2. IQAC-PPT is initiated.
3. While preparing, IQAC-PPT, Dr. P.Srihari is given criterion-1 and 2, Dr. M.Aruna Bharathi is given criterion-3, Mr.Sai Kishore is given criterion-4, Criterion-5 is given to Mr; Lakshmi Reddy, Criterion-6 is given to Dr. B.L.Prakash and criterion -7 is given to Dr. Praveen.

*B. Praveen*

Coordinator-IQAC