



# WEST GODAVARI INSTITUTE OF SCIENCE AND ENGINEERING

(Approved by AICTE –New Delhi and Affiliated to JNTU – Kakinada)

An ISO 9001 – 2008 Certified College

AVAPADU, PRAKASARAOPALEM – 534112 , Nallajerla Mandal, W.G.Dist. (A.P.)..

Cell : 9951277789, E-mail : [principal.wise@gmail.com](mailto:principal.wise@gmail.com) , website : [www.wise.ac.in](http://www.wise.ac.in)

Ref : WISE /IQAC/CIR-1/2022-2023

Date: 14/03/2022

## CIRCULAR

All the IQAC members are hereby informed that the meeting of IQAC is scheduled on 15/03/2022 at 11.00 AM in IQAC chamber to discuss the following agenda.


Agenda:

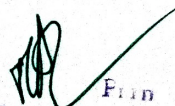
1. About the final year Academic Projects.
2. Plan of Schedule for department meeting with HOD and Staff members.
3. Review about the Guest lecture on “Motivation for Students”.
4. Plan to initiate Online webinars for staff and students through online modes.
5. Project reviews for students
6. Plan to organize international yoga day by NSS unit.
7. Any other curricular activities for students

All the members are requested to attend the meeting.

Copy to:

The Chairperson  
The Principal Office File  
All Members of IQAC

  
COORDINATOR  
Godavari Institute of  
& Engineering (WISE)  
Avapadu, Prakasaraopalem  
W. G. Dt. (A. P.)

  
Principal  
West Godavari Institute of  
Science & Engineering (WISE)  
Avapadu, Prakasaraopalem  
W. G. Dt. (A. P.)



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Ref : WISE /IQAC/ MOM -1/2022-2023

Date: 15/03/2022

## MINUTES OF MEETING

The IQAC review meeting was held on 15/03/2022 at 11.00 AM in IQAC Chamber.

Discussion on the agenda:

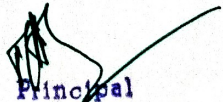
1. The resolutions made in the previous meeting have been unanimously ratified by all the members.
2. The Committee reviewed the project reports collection status and suggested to conduct viva through online mode.
3. The Committee decided to conduct HODs & staff meeting once in a week.
4. The committee reviewed the Guest lecture on “Faculty development programs”
5. The Committee suggested the departments to conduct online webinars on latest trends and technologies for Students & staff.
6. The Committee suggested to follow up the Academic planning for slow learners.

At the end of the minutes, committee members resolved that the action plans, academic issues presented by IQAC were meticulous. Meeting was concluded with by proposing vote of thanks

  
CO-ORDINATOR

Copy to:

The Chairperson  
The Principal Office File  
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Principal  
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Ref : WISE /IQAC/CIR-J/2022-2023

Date: 15 .03.2022

## INTERNAL QUALITY ASSURANCE CELL (IQAC) COMMITTEE MEMBERS

S.NO	NAME	DESIGNATION	DESIGNATION OF COMMITTEE	SIGNATURE
1	Dr. M.Aravind Kumar	Principal	Chairman	
2	Dr.A.S.Prasad	TPO	IQAC Coordinator	
3	Sri K.HemanthSrinivas	Vice Principal- Dean Examination	MEMBER	
4	Sri L. Sankar	HOD- ECE	MEMBER	
5	Smt P.Sheela	HOD- CSE	MEMBER	
6	Sri K.Muralidhar	HOD- MECH	MEMBER	
7	Sri K. Jayaram Krishna	HOD- H&S	MEMBER	
8	Sri .V.SUBHASH CHANDRA BOSE	HOD- MBA	MEMBER	
9	Sri .T.V.V.Anjaneyulu	ADMIN OFFICER	MEMBER	

CO-ORDINATOR

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Ref : WISE /IQAC/CIR-2/2022-2023

Date: 23/05/2022

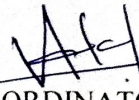
## CIRCULAR

All the IQAC members are hereby informed that the thirteenth meeting of IQAC is scheduled on 24/05/2022 at 11.00 AM in IQAC chamber to discuss the following agenda.

### Agenda:

1. Action taken report on minutes of meeting held on 15/03/2022
2. Review on conduction of final year project viva voice.
3. Review on conduction of workshops in the college department wise.
4. Review about the Training and placement cell.
5. Plan to provide awareness regarding the conduction of university examinations by following the SOP of covid- 19.
6. Review for providing various journals to provide for library.
7. Any permissions from higher authority of college.

All the members are requested to attend the meeting.

  
CO-ORDINATOR

### Copy to:

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Ref : WISE /IQAC/ MOM -2/2022-2023

Date: 24/05/2022

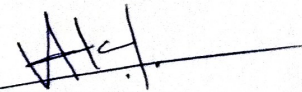
## MINUTES OF MEETING

The IQAC review meeting was held on 24/05/2022 at 11.00 AM in IQAC Chamber.

Discussion on the agenda:

1. The resolutions made in the previous meeting have been unanimously ratified by all the members.
2. The Committee reviewed the project viva voce to be conduct online, for that purpose university provided the procedure for permission taken to perform the project viva voce and also provided the report form for the same to be sent to the university after the completion of project viva voice.
3. The Committee decided to organize the workshops department wise and also instructed to submit the plan of action and proposed dates to conduct the workshops.
4. The committee reviewed on placement training to 3rd year students and instructed the department placement coordinators to prepare the revised time table for training classes.
5. The Committee suggested following the SOP of covid 19 while conducting the university examinations offline to the final year students in the college campus and the same was circulated to Students & staff.
6. The Committee instructed to all the departments hod's to follow up all academics and plannings

At the end of the minutes, committee members resolved that the action plans, academic issues presented by IQAC were meticulous. Meeting was concluded with by proposing vote of thanks

  
CO-ORDINATOR

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Ref : WISE /IQAC/CIR-9/2022-2023

Date: 24.05.2022

## INTERNAL QUALITY ASSURANCE CELL (IQAC) COMMITTEE MEMBERS

S.NO	NAME	DESIGNATION	DESIGNATION OF COMMITTEE	SIGNATURE
1	Dr. M.Aravind Kumar	Principal	Chairman	
2	Dr.A.S.Prasad	TPO	IQAC Coordinator	
3	Sri K.HemanthSrinivas	Vice Principal- Dean Examination	MEMBER	
4	Sri L. Sankar	HOD- ECE	MEMBER	
5	Smt P.Sheela	HOD- CSE	MEMBER	
6	Sri K.Muralidhar	HOD- MECH	MEMBER	
7	Sri K. Jayaram Krishna	HOD- H&S	MEMBER	
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9	Sri .T.V.V.Anjaneyulu	ADMIN OFFICER	MEMBER	

-CO-ORDINATOR

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Ref : WISE /IQAC/CIR-3/2022-2023

Date: 11/07/2022

## CIRCULAR

All the IQAC members are hereby informed that the thirteenth meeting of IQAC is scheduled on 12/07/2022 at 11.00 AM in IQAC chamber to discuss the following agenda.

### Agenda:


1. Action taken report on minutes of meeting held on 24/05/2022
2. Departmental Budget.
3. About E – Authentication maintenance
4. Schedule for HODs meeting and Staff meeting.
5. Review on EAPCET admissions.
6. Discussions for Placement drive for third year and final year students.
7. Any other item with permission of chair person.

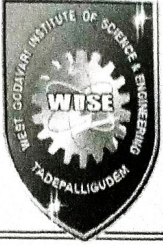
All the members are requested to attend the meeting.

  
CO-ORDINATOR

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Principal  
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Ref : WISE /IQAC/ MOM -3/2022-2023

Date: 12/07/2022

## MINUTES OF MEETING

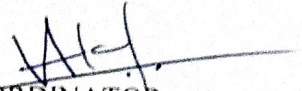
The IQAC review meeting was held on 12/07/2022 at 11.00 AM in IQAC Chamber.

Discussion on the agenda:

1. The resolutions made in the previous meeting have been unanimously ratified by all the members.
2. Resolved to plan properly the utilization of 2022-23 budget.
3. The committee reviewed maintenance for events in all aspects.
4. Resolved to upgrade the Laboratories as per the requirement of coming semester curriculum.
5. The Committee decided to conduct HODs and staff meetings often.
6. The committee suggested the admission team to review on the EAPCET admissions.

The Committee reviewed the cut edge technologies and related pending works and assigned targets to all the staff.

At the end of the minutes, committee members resolved that the action plans, academic issues presented by IQAC were meticulous. Meeting was concluded with by proposing vote of thanks

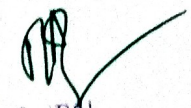
  
CO-ORDINATOR

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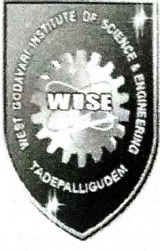
The Chairperson

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Ref : WISE /IQAC/CIR-3/2022-2023

Date: 12.07.2022

## INTERNAL QUALITY ASSURANCE CELL (IQAC) COMMITTEE MEMBERS

S.NO	NAME	DESIGNATION	DESIGNATION OF COMMITTEE	SIGNATURE
1	Dr. M.Aravind Kumar	Principal	Chairman	
2	Dr.A.S.Prasad	TPO	IQAC Coordinator	
3	Sri K.HemanthSrinivas	Vice Principal- Dean Examination	MEMBER	
4	Sri L. Sankar	HOD- ECE	MEMBER	
5	Smt P.Sheela	HOD- CSE	MEMBER	
6	Sri K.Muralidhar	HOD- MECH	MEMBER	
7	Sri K. Jayaram Krishna	HOD- H&S	MEMBER	
8	Sri .V.SUBHASH CHANDRA BOSE	HOD- MBA	MEMBER	
9	Sri .T.V.V.Anjaneyulu	ADMIN OFFICER	MEMBER	

CO-ORDINATOR

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Ref : WISE /IQAC/CIR-4/2022-2023

Date: 13/09/2022

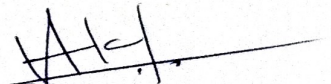
## CIRCULAR

All the IQAC members are hereby informed that the thirteenth meeting of IQAC is scheduled on 14/09/2022 at 11.00 AM in IQAC chamber to discuss the following agenda.

Agenda:

1. Action taken report on minutes of meeting held on 12/07/2022
2. Placement and training activities.
3. Planning to conduct orientation program on January 8<sup>th</sup> 2023 .
4. The committee decided to organize the workshops department wise and also instructed to submit the plan of action and proposed dates to conduct the workshops.
5. Outcome Based Education- Enhancements to existing practices.
6. MOOC's NPTEL online certificate course.
7. Any other item with permission of chair person.

All the members are requested to attend the meeting.

  
CO-ORDINATOR

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Ref : WISE /IQAC/ MOM -4/2022-2023

Date: 14/09/2022

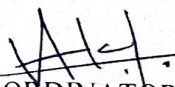
## MINUTES OF MEETING

The IQAC review meeting was held on 14/09/2022 at 11.00 AM in IQAC Chamber.

Discussion on the agenda:

1. The resolutions made in the previous meeting have been unanimously ratified by all the members.
2. Resolved to conduct more number of programs on industrial practices by experts. Further, suggested to increase the number of campus placements and recruitment drives
3. Resolved to study and implementation of Outcome Based Education (OBE) format for designing and evaluating the internal examinations.
4. Resolved to register as many candidates (Both Students & Faculty) as possible for NPTEL/MOOC's online certification course.
5. Resolved to plan and conduct at least one workshop / seminar / FDP in each semester

At the end of the minutes, committee members resolved that the action plans, academic issues presented by IQAC were meticulous. Meeting was concluded with by proposing vote of thanks

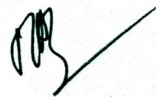
  
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Ref : WISE /IQAC/CIR-4/2022-2023

Date: 14.09.2022

## INTERNAL QUALITY ASSURANCE CELL (IQAC) COMMITTEE MEMBERS

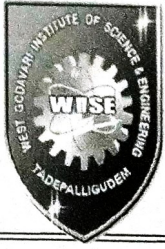
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2	Dr.A.S.Prasad	TPO	IQAC Coordinator	
3	Sri K.HemanthSrinivas	Vice Principal- Dean Examination	MEMBER	
4	Sri L. Sankar	HOD- ECE	MEMBER	
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Ref : WISE /IQAC/CIR-5/2022-2023

Date: 05/12/2022

## CIRCULAR

All the IQAC members are hereby informed that the thirteenth meeting of IQAC is scheduled on 06/12/2022 at 11.00 AM in IQAC chamber to discuss the following agenda.

### Agenda:

1. Action taken report on minutes of meeting held on 14/09/2022
2. Review on One week Certificate program on Total Station conducted by CSE department.
3. Planning to conduct workshop on Artificial Intelligence by CSE department.
4. About Social Welfare Programs activities.
5. Planned to other Program like Student Knowledge activities with permission of Chair person.

All the members are requested to attend the meeting.

  
~~CO-ORDINATOR~~

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Ref : WISE /IQAC/ MOM -5/2022-2023

Date: 06/12/2022


## MINUTES OF MEETING

The IQAC review meeting was held on 06/12/2022 at 11.00 AM in IQAC Chamber.


Discussion on the agenda:

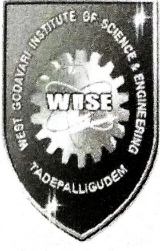
1. The resolutions made in the previous meeting have been unanimously ratified by all the members.
2. The Committee reviewed One week Certificate program on Total Station conducted by CSE department.
3. The Committee planning to organize Two days workshop on Artificial Intelligence
4. The committee reviewed the Guest lecture on “Cut Edge Technologies”.
5. The Committee reviewed the awareness program on Cancer and Related Diseases organize by NSS unit.
6. The Committee suggested the departments to conduct online webinars on latest trends and technologies for Students & staff.
7. The Committee reviewed the placement related pending works and assigned targets to all the staff.

At the end of the minutes, committee members resolved that the action plans, academic issues presented by IQAC were meticulous. Meeting was concluded with by proposing vote of thanks.

  
CO-ORDINATOR

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Ref : WISE /IQAC/CIR-5/2022-2023

Date: 06.12.2022

## INTERNAL QUALITY ASSURANCE CELL (IQAC) COMMITTEE MEMBERS

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3	Sri K.HemanthSrinivas	Vice Principal- Dean Examination	MEMBER	
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5	Smt P.Sheela	HOD- CSE	MEMBER	
6	Sri K.Muralidhar	HOD- MECH	MEMBER	
7	Sri K. Jayaram Krishna	HOD- H&S	MEMBER	
8	Sri .V.SUBHASH CHANDRA BOSE	HOD- MBA	MEMBER	
9	Sri .T.V.V.Anjaneyulu	ADMIN OFFICER	MEMBER	

CO-ORDINATOR

Copy to:

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Principal  
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Cell : 9951277789, E-mail : [principal.wise@gmail.com](mailto:principal.wise@gmail.com) , website : [www.wise.ac.in](http://www.wise.ac.in)

Ref : WISE /IQAC/CIR-6/2022-2023

Date: 23/02/2023

## CIRCULAR

All the IQAC members are hereby informed that the meeting of IQAC is scheduled on 24/02/2023 at 11.00AM through Google Meet to discuss the following agenda

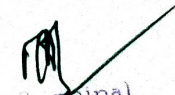
Agenda:

1. Action Taken Report on minutes of meeting held on 06/12/2022  
Workshops/FDPs/Seminars/Conferences conducted and attended.
2. Discussion on MOUs with industries and institutes.
3. About Online classes.
4. Any other item with permission of chair person.

All the members are requested to attend the meeting.

  
CO-ORDINATOR

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Principal  
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Ref : WISE /IQAC/ MOM -6/2022-2023

Date: 24/02/2023

## MINUTES OF MEETING

The IQAC review meeting was held on 24/02/2023 at 11.00 AM through Google Meet.


Discussion on the agenda:

1. The resolutions made in the previous meeting have been unanimously ratified by all the members.
2. The Committee reviewed the status on Events and department PPT's.
3. The committee suggested the college to have Memorandum of Understanding with other institutions and industries in India. Invite the resource persons to college for knowledge sharing.
4. The committee reviewed online classes timetables and informed to all HODs to inform their respective department staff members to continue the same.
5. The Committee reviewed the pending works and assigned targets to all the staff.

At the end of the minutes, committee members resolved that the action plans, academic issues presented by IQAC were meticulous. Meeting was concluded with by proposing vote of thanks

  
CO-ORDINATOR

Copy to:  
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Ref : WISE /IQAC/CIR-4/2022-2023

Date: 24.02.2023

## INTERNAL QUALITY ASSURANCE CELL (IQAC) COMMITTEE MEMBERS

S.NO	NAME	DESIGNATION	DESIGNATION OF COMMITTEE	SIGNATURE
1	Dr. M.Aravind Kumar	Principal	Chairman	
2	Dr.A.S.Prasad	TPO	IQAC Coordinator	
3	Sri K.HemanthSrinivas	Vice Principal- Dean Examination	MEMBER	
4	Sri L. Sankar	HOD- ECE	MEMBER	
5	Smt P.Sheela	HOD- CSE	MEMBER	
6	Sri K.Muralidhar	HOD- MECH	MEMBER	
7	Sri K. Jayaram Krishna	HOD- H&S	MEMBER	
8	Sri .V.SUBHASH CHANDRA BOSE	HOD- MBA	MEMBER	
9	Sri .T.V.V.Anjaneyulu	ADMIN OFFICER	MEMBER	

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CO-ORDINATOR



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Ref : WISE /IQAC/CIR-7/2022-2023

Date: 10/05/2023

## CIRCULAR

All the IQAC members are hereby informed that the meeting of IQAC is scheduled on 11/05/2023 at 11.00AM in IQAC chamber to discuss the following agenda.


### Agenda:

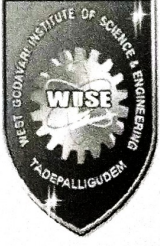
1. Action taken report on minutes of meeting held on 24/02/2023
2. Plan of Annual Alumni Meet 2022
3. Update on Website & Department PPT's.
4. Review of awareness programmed on "DISHA APP" by AP POLICE and NSS unit
5. Review of one week Faculty Development Program on OBE
6. Review on Result analysis.
7. Any other item with permission of chair person.

All the members are requested to attend the meeting.

  
CO-ORDINATOR

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Ref : WISE /IQAC/ MOM -7/2022-2023

Date: 11/05/2023

## MINUTES OF MEETING

The IQAC review meeting was held on 11/05/2023 at 11.00 AM in IQAC Chamber.


Discussion on the agenda:

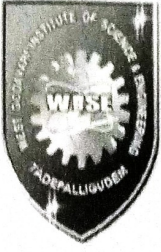
1. The resolutions made in the previous meeting have been unanimously ratified by all the members.
2. The committee decided to organize annual alumni meet 2023 on 15 august 2023 and informed alumni coordinator to submit plan of action.
3. The Committee reviewed the status on Website and department PPT's.
4. The Committee reviewed the awareness programme on "DISHA APP" by AP POLICE and NSS unit
5. The committee reviewed the one week online FDP on "Out Come Based Education".
6. The committee reviewed the branch wise analysis of result and identified the toppers list of IV B.Tech- II sem department wise
7. The Committee reviewed the academic related pending works and assigned targets to all the staff.

At the end of the minutes, committee members resolved that the action plans, academic issues presented by IQAC were meticulous. Meeting was concluded with by proposing vote of thanks.

  
CO-ORDINATOR

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Ref : WISE /IQAC/CIR-7/2022-2023

Date: 11.05.2023

## INTERNAL QUALITY ASSURANCE CELL (IQAC) COMMITTEE MEMBERS

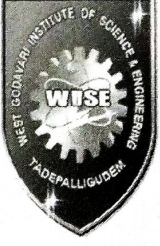
S.NO	NAME	DESIGNATION	DESIGNATION OF COMMITTEE	SIGNATURE
1	Dr. M.Aravind Kumar	Principal	Chairman	
2	Dr.A.S.Prasad	TPO	IQAC Coordinator	
3	Sri K.HemanthSrinivas	Vice Principal- Dean Examination	MEMBER	
4	Sri L. Sankar	HOD- ECE	MEMBER	
5	Smt P.Sheela	HOD- CSE	MEMBER	
6	Sri K.Muralidhar	HOD- MECH	MEMBER	
7	Sri K. Jayaram Krishna	HOD- H&S	MEMBER	
8	Sri .V.SUBHASH CHANDRA BOSE	HOD- MBA	MEMBER	
9	Sri .T.V.V.Anjaneyulu	ADMIN OFFICER	MEMBER	

CO-ORDINATOR

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Ref : WISE /IQAC/CIR-8/2022-2023

Date: 10/08/2023

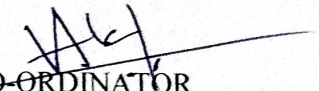
## CIRCULAR

All the IQAC members are hereby informed that the meeting of IQAC is scheduled on 11/08/2023 at 11.00AM in IQAC chamber to discuss the following agenda.

### Agenda:

1. Action taken report on minutes of meeting held on 11/05/2023
2. Plan of Annual Alumni Meet 2022
3. Discussion on MoU s & interaction with industries
4. Review of one week Faculty Development Program on OBE
5. Review on Result analysis
6. Any other item with permission of chair.

All the members are requested to attend the meeting

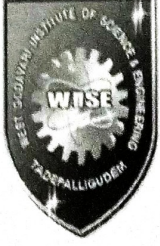
  
CO-ORDINATOR

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Principal  
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Ref : WISE /IQAC/MOM-8/2022-2023

Date: 11/08/2023

## MINUTES OF MEETING

The IQAC review meeting was held on 11/08/2023 at 11.00 AM in IQAC Chamber.

Discussion on the agenda:

1. The resolutions made in the previous meeting have been unanimously ratified by all the members.
2. The committee decided to organize annual alumni meet2023 on 15 august 2023 and informed alumni coordinator to submit plan of action.
3. Established three MoUs
4. The committee reviewed the one week online FDP on “Out Come Based Education”.
5. The committee reviewed the branch wise analysis of result and identified the toppers list of IV B.Tech- II sem department wise
6. The Committee reviewed the NAAC related pending works and assigned targets to all the staff.

At the end of the minutes, committee members resolved that the action plans, academic issues presented by IQAC were meticulous. Meeting was concluded with by proposing vote of thanks


  
CO-ORDINATOR

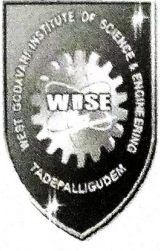
Copy to:

The Chairperson

The Principal Office File

All Members of IQAC

  
Principal  
West Godavari Institute of  
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Ref : WISE /IQAC/CIR-8/2022-2023

Date: 11.08.2023

## INTERNAL QUALITY ASSURANCE CELL (IQAC) COMMITTEE MEMBERS

S.NO	NAME	DESIGNATION	DESIGNATION OF COMMITTEE	SIGNATURE
1	Dr. M.Aravind Kumar	Principal	Chairman	
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9	Sri .T.V.V.Anjaneyulu	ADMIN OFFICER	MEMBER	

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