

Approved By AICTE, New Delhi & Affiliated to JNTUK, KAKINADA.

An ISO 9000: 2001 Certified Institution

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e-mail : sgit.principal@gmail.com

drsgit_35@yahoo.co.in

College Code: 35

Date: 04/06/2023

CIRCULAR

All the IQAC members are hereby informed that meeting of IQAC is scheduled on 05/06/2023 at 10.00 A.M. in IQAC chamber to discuss the following agenda.

AGENDA:

- 1. To discuss about the student admissions.
- 2. Plan of schedule for department meeting with HoDs and Staff members.
- 3. JNTUK permanent affiliation work.
- 4. Time table preparation.
- 5. Review on preparation of SSR.

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

Principa

Internal Quality Assurance Cell Dog A MUEL GEORGE INSTITUTE OF ENGINEERING & TECHNOLOGY MARKARUSEGETANS, Prakasam Dt.

OAC Coordinator

Dr.Syed Khasim – IQAC Coordinator The Principal Office File All members of IQAC. Dr. SAMUEL GEORGE INSTITUTE OF ENGINEERING & TECHNOLOGY MARKAPUR-523 316, Prakasam Dist



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: sgit.principal@gmail.com

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College Code: 35

MINUTES OF MEETING

Nature of Meeting	IQAC
Venue	Board Room
Frequency of Meeting	Quarter Yearly Once
Date & Time	05/06/2023, 10.00 A.M.
List of Members	Copy Attached
Copies Circulated To	All The Members of IQAC

The chairperson welcomed all the members of IQAC, SGIT. The IQAC Coordinator kept the agenda points of discussion to all the members.

Agenda Points	Details of Discussion
1.To discuss about the student admissions.	Principal sir discussed with the Staff members about the student admission.
2. Plan of schedule for department meeting with HoDs and Staff members.	Principal sir discussed with all the HoDs and staff members conduct a meeting once in a week.
3. JNTUK permanent affiliation work.	Principal sir discussed with the Staff members about JNTUK permanent affiliation.
4. Time table preparation.	Principal sir discussed with the Staff members for time table preparation.
5. Review on preparation of SSR.	Principal sir discussed with the Staff members review on SSR.

Co-Ordinator Internal Quality Assurance Cell Dr. SAMUEL GEORGE INSTITUTE OF ENGINEERING & TECHNOLOGY MARKAPUR-523316, Prakasam Dt. Principal

- PRINCIPAL -Dr. SAMUEL GEORGE INSTITUTE OF ENGINEERING & TECHNOLOGY MARKAPUR-523 316, Prakasam Dist.



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College Code: 35

Date:05/06/2023

Members Attended:

S.No	Name	Designation	Designation in Committee	Signature
1	Dr.Y.Eswara Rao	Principal	Chairperson	Agri
2	Dr.Syed Khasim	Professor - CSE	IQAC Coordinator	S. Khan
3	Dr.Ch.Raja Babu	HoD- CIV	Member	aires
4	Dr.M.Mastanaiah	Dean &Academics, HoD - MEC	Member	Windy.
5	M.Venkateswarlu	HoD - EEE	Member	ÜL
6	Y.V.Adi Satyanarayana	HoD - ECE	Member	and -
7	Dr.P.P.S.Naik	HoD - CSE	Member	Davie
8	P.Rama Devi	HoD - H&S	Member	PRD
9	D.Kumar	Training & Placements Officer	Member	Edimo
10	J.V.Ramanjaiah	Administrative Officer	Member	July
11	I.Hanumantha Rao	Accounts Officer	Member	J. And
12	J.C.Obulesu	Librarian	Member _	6 pur
13	D.Ramarao Goud	Alumni	Member	Des
14	P.Sumanth	Student	Member	P. Sumahr.
15	S.Prasad	Parent	Member	Sherod
16	J.Vikram	Physical Director	Member	I. Nebran.

Co-Ordinator

Internal Quality Assurance Cell Dr. SAMUEL GEORGE INSTITUTE OF ENGINEERING & TECHNOLOGY MARKAPUR-523316, Prakasam Dt.

PRINCIPAL Dr. SAMUEL GEORGE INSTITUTE OF ENGINEERING & TECHNOLOGY MARKAPUR-523 316, Prakasam Dist



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lobile : 9618257287, 9849332122 e-mail : sgit.principal@gmail.com ax : +918596-223127 drsgit 35@yahoo.co.in

College Code: 35

Date: 05/03/2023

CIRCULAR

All the IQAC members are hereby informed that meeting of IQAC is scheduled on 06/03/2023 at 10.00 A.M. in IQAC chamber to discuss the following agenda.

AGENDA:

Copy to:

- 1. To discuss about Seminars / Conferences and FDPs programmes.
- 2. To discuss about NSS activities.
- 3. To discuss about NCC activities.
- 4. Dress code for the students and staff.
- 5. To increase CSE seats by AICTE.
- 6. To discuss about course files.

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

Co

IQAC Coordinator

to:
Internal Quality Assurance Cell
Dr. SAMUEL GEORGE INSTITUTE
OF ENGINEERING & TECHNOLOGY
Dr.Syed Khasim – IQAC Coordinator

Internal Quality Assurance Cell
Dr. SAMUEL GEORGE INSTITUTE
OF ENGINEERING & TECHNOLOGY
MARKAPUR-523316, Prakasam-Dt.

The Principal Office File All members of IQAC.



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College Code: 35

MINUTES OF MEETING

Nature of Meeting	IQAC
Venue	Board Room
Frequency of Meeting	Quarter Yearly Once
Date & Time	06/03/2023, 10.00 A.M.
List of Members	Copy Attached
Copies Circulated To	All The Members of IQAC

The chairperson welcomed all the members of IQAC, SGIT. The IQAC Coordinator kept the agenda points of discussion to all the members.

Agenda Points	Details of Discussion
To discuss about Seminars / Conferences and FDPs programmes	Principal sir discussed with all the staff about seminars/ Conferences and FDP programmes when to conduct.
2 To discuss about NSS activities.	Principal sir discussed with all the staff members about NSS activities.
3 To discuss about NCC activities.	Principal sir discussed with all the staff about NCC activities.
4. Dress code for the students and staff.	Principal sir discussed with all the staff about the Dress code.
5. To increase CSE seats by AICTE.	Principal sir discussed with the HoD members about CSE branch enhance the seats 120 to 180.
6. To discuss about course files.	Principal sir discussed with the Staff members about Course files.

IQAC Coordinator Co-Ordinator

Internal Quality Assurance Cell

- PRINCIPAL Dr. SAMUEL GEORGE INSTITUTE

Drsent Beo George Town, Darimadugu (Vi) Markapue (M), Brakasam (Dist), A.P. OF ENGINEERING & TECHNOLOGY MARKAPUR-523 316, Prakasam Dist

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College Code: 35

Date: 06/03/2023

Internal Quality Assurance Cell (IQAC) Committee Members

S.No	Name	Designation	Designation in Committee	Signature
1	Dr.Y.Eswara Rao	Principal	Chairperson	Den
2	Dr.Syed Khasim	Professor - CSE	IQAC Coordinator	S. Khain
3	Dr.Ch.Raja Babu	HoD- CIV	Member	ary
4	Dr.M.Mastanaiah	Dean & Academics, HoD - MEC	Member	(Minute.
5	M.Venkateswarlu	HoD - EEE	Member	PR
6	Y.V.Adi Satyanarayana	HoD - ECE	Member	Conta
7	Dr.P.P.S.Naik	HoD - CSE	Member	Davier
8	P.Rama Devi	HoD - H&S	Member	(PR)
9	D.Kumar	Training & Placements Officer	Member	Quin
10	J.V.Ramanjaiah	Administrative Officer	Member	Jamy
11	I.Hanumantha Rao	Accounts Officer	Member	T. Hundie
12	J.C.Obulesu	Librarian	Member _	Gary
13	D.Ramarao Goud	Alumni	Member	Per
14	P.Sumanth	Student	Member	P. Somaty -
15	S.Prasad	Parent	Member	Spread
16	J.Vikram	Physical Director	Member	J- Vibour

IQAC Coordinator Co-Ordinator

Internal Quality Assurance Cell Dr. SAMUEL GEORGE INSTITUTE

- PRINCIPAL -Dr. SAMUEL GEORGE INSTITUTE OF ENGINEERING & TECHNOLOGY

OF ENGINEERING & TECHNOLOGY

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College Code: 35

Date: 14/03/2022

CIRCULAR

All the IQAC members are hereby informed that meeting of IQAC is scheduled on 15/03/2022 at 10.00 A.M. in IQAC chamber to discuss the following agenda.

AGENDA:

- 1. Attendance particulars of the students.
- 2. Study hours for hostel students.
- 3. About University Results.
- 4. Conducting of EMER'GE.
- 5. Review on preparation of SSR.

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

Copy to:

The Secretary Dr.Syed Khasim - IQAC Coordinator The Principal Office File All members of IQAC.

Co-Ordinator Internal Quality Assurance Cell Dr. SAMUEL GEORGE INSTITUTE OF ENGINEERING & TECHNOLOGY MARKAPUR-523316, Prakasam Dt



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College Code: 35

MINUTES OF MEETING

Nature of Meeting	IQAC
Venue	Board Room
Frequency of Meeting	Quarter Yearly Once
Date & Time	15/03/2022, 10.00 A.M.
List of Members	Copy Attached
Copies Circulated To	All The Members of IQAC

The chairperson welcomed all the members of IQAC, SGIT. The IQAC Coordinator kept the agenda points of discussion to all the members.

Agenda Points	Details of Discussion		
1. Attendance particulars of the students.	Principal sir discussed with the Staff about the attendance of students.		
2. Study hours for hostel students.	Principal sir discussed with all the staff members and Chief warden about the Study hours conducting to hostel students.		
3 About University Results.	Principal sir discussed with all the staff about university results analysis.		
4. Conducting of EMER'GE	Principal sir discussed with all the staff about the conduct of EMERG'GE.		
5. Review on preparation of SSR	Principal sir discussed with the Staff members about preparation and review of SSR.		

IQAC Coordinator
CO-Ordinator
Internal Quality Assurance Cell
Dr. SAMUEL GEORGE INSTITUTE
OF ENGINEERING & TECHNOLOGY

Principal
PRINCIPAL

Dr. SAMUEL GEORGE INSTITUTE
OF ENGINEERING & TECHNOLOGY



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College Code: 35

Date: 15/03/2022

Internal Quality Assurance Cell (IQAC) Committee Members

S.No	Name	Designation	Designation in Committee	Signature
1	Dr. Y.Eswara Rao	Principal	Chairperson	bond
2	Dr.Syed Khasim	Professor - CSE	IQAC Coordinator =	S. Khing
3	Dr.Ch.Raja Babu	HoD-CIV	Member	06 NS
4	Dr.M.Mastanaiah	Dean &Academics, HoD - MEC	Member	cuill/
5	M. Venkateswarlu	HoD - EEE	Member	Toll
6	Y.V.Adi Satyanarayana	HoD - ECE	Member	ONE -
7	Dr.P.P.S.Naik	HoD - CSE	Member	Oair
8	P.Rama Devi	HoD - H&S	Member	ORD
9	D.Kumar	Training & Placements Officer	Member	(Junia)
10	J.V.Ramanjaiah	Administrative Officer	Member	July
11	I.Hanumantha Rao	Accounts Officer	Member	J. An Bo
12	J.C.Obulesu	Librarian	Member =	Souns
13	I.Pavan Kumar	Alumni	Member	T. Pavankner
14	M.Rohith Kumar	Student	Member	Mintakus
15	G.Srieenivasulu	Parent	Member	Gje
16	J.Vikram	Physical Director	Member	J. Vloan

Co-Ordinator

Internal Quality Assurance Cell Dr. SAMUEL GEORGE INSTITUTE Principal

PRINCIPAL Dr. SAMUEL GEORGE INSTITUTE

OF ENGINEERING & TECHNOLOGY
MARKAPUR-523316, Prakasam Dt.
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College Code: 35

Date: 15/06/2022

CIRCULAR

All the IQAC members are hereby informed that meeting of IQAC is scheduled on 16/06/2022 at 10.00 A.M. in IQAC chamber to discuss the following agenda.

AGENDA:

- 1. To discuss about the final year projects.
- 2. Plan of schedule for department meeting with HoDs and Staff members.
- 3. Review on preparation of SSR.

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

Co-Ordinator

Internal Quality Assurance Cell Dr. SAMUEL GEORGE INSTITUTE OF ENGINEERING & TECHNOLOGY MARKAPUR-523316, Prakasam Dt.

Copy to:

The Secretary Dr.Syed Khasim - IQAC Coordinator The Principal Office File All members of IQAC.

PRINCIPAL -Dr. SAMUEL GEORGE INSTITUTE OF ENGINEERING & TECHNOLOGY MARKAPUR-523 316, Prakasam Dist



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College Code: 35

MINUTES OF MEETING

Nature of Meeting	IQAC
Venue	Board Room
Frequency of Meeting	Quarter Yearly Once
Date & Time	16/06/2022, 10.00 A.M.
List of Members	Copy Attached
Copies Circulated To	All The Members of IQAC

The chairperson welcomed all the members of IQAC, SGIT. The IQAC Coordinator kept the agenda points of discussion to all the members.

Agenda Points	Details of Discussion	
1. To discuss about the final year projects.	Principal sir discussed with the Staff members about the projects for final students.	
2. Plan of schedule for department meeting with HoDs and Staff members.	Principal sir discussed with all the HoDs and staff members conduct a meeting once in a week.	
3. Review on preparation of SSR	Principal sir discussed with the Staff members about preparation and review of SSR.	

IOAC Coordinator Co-Ordinator Internal Quality Assurance Cell Dr. SAMUEL GÉORGE INSTITUTE OF ENGINEERING & TECHNOLOGY

- PRINCIPAL -Dr. SAMUEL GEORGE INSTITUTE OF ENGINEERING & TECHNOLOGY

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College Code: 35

Members Attended:

S.No	Name	Designation	Designation in Committee	Signature
1	Dr.Y.Eswara Rao	Principal	Chairperson	Buy
2	Dr.Syed Khasim	Professor - CSE	IQAC Coordinator =	Sthing
3	Dr.Ch.Raja Babu	HoD-CIV	Member	aris
4	Dr.M.Mastanaiah	Dean &Academics, HoD - MEC	Member	omina-
5	M.Venkateswarlu	HoD - EEE	Member	ME
6	Y.V.Adi Satyanarayana	HoD - ECE	Member	On The
7	Dr.P.P.S.Naik	HoD - CSE	Member	Daw
8	P.Rama Devi	HoD - H&S	Member	PRD
9	D.Kumar	Training & Placements Officer	Member	Aum
10	J.V.Ramanjaiah	Administrative Officer	Member	Trees
11	I.Hanumantha Rao	Accounts Officer	Member	J. Ands
12	J.C.Obulesu	Librarian	Member	Stauly
13	I.Pavan Kumar	Alumni	Member	A. Pawan Kones
14	M.Rohith Kumar	Student	Member	March kur
15	G.Srieenivasulu	Parent	Member	Gle
16	J.Vikram	Physical Director	Member	J. Vitoray

IQAC Coordinator

Co-Ordinator

Internal Quality Assurance Cell Dr. SAMUEL GEORGE INSTITUTE OF ENGINEERING & TECHNOLOGY MARKAPUR-523316, Prakasam Dt.

PRINCIPAL Dr. SAMUEL GEORGE INSTITUTE OF ENGINEERING & TECHNOLOGY MARKAPUR-523 316, Prakasam Dist.



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College Code: 35

Date: 11/09/2022

CIRCULAR

All the IQAC members are hereby informed that meeting of IQAC is scheduled on 12/09/2022 at 10.00 A.M. in IQAC chamber to discuss the following agenda.

AGENDA:

- 1. Review on conducting of Project Viva-Voce for final year students.
- 2. Conduction of workshops in the college department wise.
- 3. Review about Training & Placements cell.
- 4. Discussion on Certification courses other than curriculum.
- 5. Review on follow up of NAAC criterion files.

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

Copy to:

The Secretary Dr.Syed Khasim - IQAC Coordinator The Principal Office File All members of IQAC.

Co-Ordinator Internal Quality Assurance Cell Dr. SAMUEL GEORGE INSTITUTE OF ENGINEERING & TECHNOLOGY MARKAPUR-523316, Prakasam Dt.



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College Code: 35

MINUTES OF MEETING

Nature of Meeting	IQAC
Venue	Board Room
Frequency of Meeting	Quarter Yearly Once
Date & Time	12/09/2022, 10.00 A.M.
List of Members	Copy Attached
Copies Circulated To	All The Members of IQAC

The chairperson welcomed all the members of IQAC, SGIT. The IQAC Coordinator kept the agenda points of discussion to all the members.

Agenda Points	Details of Discussion
Review on conducting of Project Viva-Voce for final year students.	Principal sir discussed with the Staff members about the final year B.Tech students conducting of Project Viva-Voce.
2 Conduction of workshops in the college department wise.	Principal sir discussed with all the staff members about the conducting of workshops in the college department wise.
3. Review about Training & Placements cell.	Principal sir reviewed with the Training & Placements Officer for training & placements.
4. Discussion on Certification courses other than curriculum.	Principal sir discussed with all the staff about the academic activities and certification programs.
5. Review on follow up of NAAC criterion files.	Principal sir discussed with the Staff members about progress of NAAC work and he asked the NAAC Coordinator about the up to date information on NAAC work and monitored the work progress of NAAC.

IQAC Coordinator Co-Ordinator

Internal Quality Assurance Cell Dr. SAMUEL GÉORGE INSTITUTE OF ENGINEERING & TECHNOLOGY

PRINCIPAL Dr. SAMUEL GEORGE INSTITUTE OF ENGINEERING & TECHNOLOGY MARKAPUR-523 316, Prakasam Dist

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College Code: 35

Date: 12/09/2022

Internal Quality Assurance Cell (IQAC) Committee Members

S.No	Name	Designation	Designation in Committee	Signature
1	Dr. Y.Eswara Rao	Principal	Chairperson	very
2	Dr.Syed Khasim	Professor - CSE	IQAC Coordinator	-S.Khung
3	Dr.Ch.Raja Babu	HoD-CIV	Member	avis
4	Dr.M.Mastanaiah	Dean &Academics, HoD - MEC	Member	Minds.
5	M. Venkateswarlu	HoD - EEE	Member	GER
6	Y.V.Adi Satyanarayana	HoD - ECE	Member	BANK
7	Dr.P.P.S.Naik	HoD - CSE	Member	Oim
8	P.Rama Devi	HoD - H&S	Member	PPD
9	D.Kumar	Training & Placements Officer	Member	Down -
10	J.V.Ramanjaiah	Administrative Officer	Member	Junky
11	I.Hanumantha Rao	Accounts Officer	Member _	F. Amy
12	J.C.Obulesu	Librarian	Member —	Chury
13	I.Pavan Kumar	Alumni	Member	I. Comper
14	M.Rohith Kumar	Student	Member	Mohita ku
15	G.Srieenivasulu	Parent	Member	Go
16	J.Vikram	Physical Director	Member	J. Vkam

IQAC Coordinator
Co-Ordinator

Internal Quality Assurance Cell Dr. SAMUEL GEORGE INSTITUTE

Principal

Dr. SAMUEL GEORGE INSTITUTE
OF ENGINEERING & TECHNOLOGY

OF ENGINEERING & TECHNOLOGY

OF ENGINEERING & TECHNOLOGY

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College Code: 35

Date: 11/12/2022

CIRCULAR

All the IQAC members are hereby informed that meeting of IQAC is scheduled on 12/12/2022 at 10.00 A.M. in IQAC chamber to discuss the following agenda.

AGENDA:

- 1. To discuss about Placements and training activities.
- 2. To discuss about Certificate programs.
- 3. To discuss about planning to conduct orientation programmes.
- 4. To discuss about Outcome based education-Enhancements to existing practices.
- 5. To discuss about departmental budget.

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

IQAC Coordinator

Co-Ordinator

Internal Quality Assurance Cell Dr. SAMUEL GEORGE INSTITUTE OF ENGINEERING & TECHNOLOGY MARKAPUR-523316, Prakasam Dt.

Copy to:

The Secretary
Dr.Syed Khasim – IQAC Coordinator
The Principal Office File
All members of IQAC.

Dr. SAMUEL GEORGE INSTITUTE OF ENGINEERING & TECHNOLOGY MARKAPUR-523 316, Prakasam Dist



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College Code: 35

MINUTES OF MEETING

Nature of Meeting	IQAC
Venue	Board Room
Frequency of Meeting	Quarter Yearly Once
Date & Time	12/12/2022, 10.00 A.M.
List of Members	Copy Attached
Copies Circulated To	All The Members of IQAC

The chairperson welcomed all the members of IQAC, SGIT. The IQAC Coordinator kept the agenda points of discussion to all the members.

Agenda Points	Details of Discussion
1. To discuss about Placements and training activities.	Principal sir discussed with the training and placement officer about placements and training activities.
2. To discuss about certificate progammes.	Principal sir discussed with all the staff members about the certificate programs for B.Tech students.
3 To discuss about planning to conduct orientation programmes.	Principal sir discussed with all the staff about conducting to orientation programmes.
4. To discuss about Outcome based education-Enhancements to existing practices	Principal sir discussed with all the staff about the academic activities and Outcome based education-Enhancements to existing practices.
5. To discuss about departmental budget.	Principal sir discussed with the HoDs and Staff members about the departmental budget

IQAC Coordinator Co-Ordinator Internal Quality Assurance Cell

Dr. SAMUEL GEORGE INSTITUTE OF ENGINEERING & TECHNOLOGY Principal

- PRINCIPAL ---Dr. SAMUEL GEORGE INSTITUTE OF ENGINEERING & TECHNOLOGY

SGIT,B.O. - 523 320, George Town, Darimadugu (Vi), Markapur (M), Prakasam Dist.



Approved By AICTE, New Delhi & Affiliated to JNTUK, KAKINADA.

An ISO 9000: 2001 Certified Institution

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drsgit 35@yahoo.co.in

College Code: 35

Date: 12/12/2022

Members Attended:

S.No	Name	Designation	Designation in Committee	Signature
1	Dr.Y.Eswara Rao	Principal	Chairperson	sond
2	Dr.Syed Khasim	Professor - CSE	IQAC Coordinator	5. They
3	Dr.Ch.Raja Babu	HoD-CIV	Member	acy
4	Dr.M.Mastanaiah	Dean &Academics, HoD - MEC	Member	Munimus.
5	M. Venkateswarlu	HoD - EEE	Member	MR
6	Y.V.Adi Satyanarayana	HoD - ECE	Member	Cam
7	Dr.P.P.S.Naik	HoD - CSE	Member	Dair
8	P.Rama Devi	HoD - H&S	Member	(PD)
9	D.Kumar	Training & Placements Officer	Member	Ogum
10	J.V.Ramanjaiah	Administrative Officer	Member	Juny
11	I.Hanumantha Rao	Accounts Officer	Member	A. Amp
12	J.C.Obulesu	Librarian	Member	Ebury
13	I.Pavan Kumar	Alumni	Member	P. Paron Kur
14	M.Rohith Kumar	Student	Member	m Sphelipen
15	G.Srieenivasulu	Parent	Member	Ge
16	J.Vikram	Physical Director	Member	J. Vikous.

IQAC Coordinator Co-Ordinator

Internal Quality Assurance Cell Dr. SAMUEL GEORGE INSTITUTE OF ENGINEERING & TECHNOLOGY

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College Code: 35

Date: 01/09/2021

CIRCULAR

All the Staff and Students are hereby informed that the Internal Quality Assurance Cell (IQAC) has been established for the improvement of Academic and Administrative performance of the Institution. The constitution of the committee is as follows.

All the IQAC members are hereby informed the meeting of IQAC is scheduled on 06/09/2021 at 10.00 A.M. in IQAC chamber.

S.No	Name	Designation	Designation in Committee
1	Dr.Y.Eswara Rao	Principal	Chairperson
2	Dr.Syed Khasim	Professor - CSE	IQAC Coordinator
3	Dr.Ch.Raja Babu	HoD- CIV	Member
4	Dr.M.Mastanaiah	Dean & Academics, HoD - MEC	Member
5	M. Venkateswarlu	HoD - EEE	Member
6	Y.V.Adi Satyanarayana	HoD - ECE	Member
7	Dr.P.P.S.Naik	HoD - CSE	Member
8	P.Rama Devi	HoD - H&S	Member
9	D.Kumar	Training & Placements Officer	Member
10	J.V.Ramanjaiah	Administrative Officer	Member
11	I.Hanumantha Rao	Accounts Officer	Member
12	J.C.Obulesu	Librarian	Member
13	V.Srikanth Reddy	Alumni	Member
14	Y.Surendra	Student	Member
15	Y.Vijaidu	Parent	Member
16	J.Vikram	Physical Director	Member

Copy to:

1. The Secretary

2.Dr.Syed Khasim - IQAC, Co-Ordinator

3. The Principal Office File

4.All members of IQAC.

- PRINCIPAL Dr. SAMUEL GEORGE INSTITUTE OF ENGINEERING & TECHNOLOGY MARKAPUR-523 316, Prakasam Dist



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Date: 06/09/2021

Internal Quality Assurance Cell (IQAC) Committee Members

S.No	Name	Designation	Designation in Committee	Signature
1	Dr.Y.Eswara Rao	Principal	Chairperson	Bond
2	Dr.Syed Khasim	Professor - CSE	IQAC Coordinator	S: Khan
3	Dr.Ch.Raja Babu	HoD- CIV	Member	(eig
4	Dr.M.Mastanaiah	Dean & Academics, HoD - MEC	Member	Minla
5	M.Venkateswarlu	HoD - EEE	Member	(A)
6	Y.V.Adi Satyanarayana	HoD - ECE	Member	8 of 2
7	Dr.P.P.S.Naik	HoD - CSE	Member	Oaw
8	P.Rama Devi	HoD - H&S	Member	(RD-
9	D.Kumar	Training & Placements Officer	Member	Amm
10	J.V.Ramanjaiah	Administrative Officer	Member	July
11	I.Hanumantha Rao	Accounts Officer	Member	t. Hen for
12	J.C.Obulesu	Librarian	Member	Stavns
13	V.Srikanth Reddy	Alumni	Member	V-Swaphessy
14	Y.Surendra	Student	Member	J. sunsa
15	Y.Vijaidu	Parent	Member	Y. Stase.
16	J.Vikram	Physical Director	Member	J-Vikray

IQAC Coordinator Co-Ordinator

Internal Quality Assurance Cell Dr. SAMUEL GEORGE INSTITUTE OF ENGINEERING & TECHNOLOGY MARKAPUR-523316, Prakasam Dt-

- PRINCIPAL -Dr. SAMUEL GEORGE INSTITUTE OF ENGINEERING & TECHNOLOGY MARKAPUR-523 316, Prakasam Dist.



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MINUTES OF MEETING

IQAC meeting is held on 06/09/2021, in the IQAC chamber. The chairperson has spoken about the responsibilities and functions of the Cell. Quality is an index to measure the Intellect of any nation. National Assessment and Accreditation Council (NAAC), proposed that every institution should establish an Internal Quality Assurance Cell (IQAC) as a quality measure. IQAC will work towards the achievement of the goals of the organization and concentrates on quality enhancement. Dr.Samuel George Institute of Engineering & Technology has established IQAC to achieve its academic excellence.

> **IOAC** Coordinator Co-Ordinator

Internal Quality Assurance Cell Dr. SAMUEL GEORGE INSTITUTE C ENGINEERING & TECHNOLOGY N. A. APUR-523316, Prakasam Dt.

Copy to:

The Secretary Dr.Syed Khasim - IQAC Coordinator The Principal Office File All members of IQAC.



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College Code: 35

Date: 14/09/2021

CIRCULAR

All the IQAC members are hereby informed that meeting of IQAC is scheduled on 15/09/2021 at 10.00 A.M. in IQAC chamber to discuss the following agenda.

AGENDA:

- 1. The responsibilities and functions of IQAC.
- 2. Faculty workload and innovative & integration of modern methods of teaching & learning.
- 3. Workshops, FDPs. Seminars and Conferences to be conducted and attended by
- 4. Discussion on Certification courses other than curriculum.
- 5. Discussion on Research & Development activities.
- 6. Discussion on Co-Curricular & Extra Curricular Activities.
- 7. Discussion on MoUs with industries and Institutions.
- 8. Budget allocation for each department.
- 9. Review on Student Admissions.
- 10. Any other activity with the permission of Chair.

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

Copy to:

The Secretary Dr.Syed Khasim - IQAC Coordinator The Principal Office File All members of IQAC.

IQAC Coordinator Co-Ordinator Internal Quality Assurance Cell Dr. SAMUEL GEORGE INSTITUTE OF ENGINEERING & TECHNOLOGY MARKAPUR-523316, Prakasam Dt.



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Date: 15/09/2021

Internal Quality Assurance Cell (IQAC) Committee Members

S.No	Name	Designation	Designation in Committee	Signature
1	Dr.Y.Eswara Rao	Principal	Chairperson	Son
2	Dr.Syed Khasim	Professor - CSE	IQAC Coordinator	= Khing aris
3	Dr.Ch.Raja Babu	HoD- CIV	Member	ais
4	Dr.M.Mastanaiah	Dean &Academics, HoD - MEC	Member	ammed.
5	M. Venkateswarlu	HoD - EEE	Member	MR
6	Y.V.Adi Satyanarayana	HoD - ECE	Member	Cor
7	Dr.P.P.S.Naik	HoD - CSE	Member	Cain
8	P.Rama Devi	HoD - H&S	Member	PRD
9	D.Kumar	Training & Placements Officer	Member	Efund
10	J.V.Ramanjaiah	Administrative Officer	Member	July
11	I.Hanumantha Rao	Accounts Officer	Member	J. Auf
12	J.C.Obulesu	Librarian	Member -	6 buly
13	V.Srikanth Reddy	Alumni	Member	V. Snowthay
14	Y.Surendra	Student	Member	of Sundra.
15	Y.Vijaidu	Parent	Member	Y. & Law C
16	J.Vikram	Physical Director	Member	J. Vibran.

IQAC Coordinator Co-Ordinator

Internal Quality Assurance Cell SAMUEL GEORGE INSTITUTE

PRINCIPAL Dr. SAMUEL GEORGE INSTITUTE

SGNEBIOG-&23G200 GGOrge Town, Darimadugu (Vi), Markapyr (M), Mario APUR-523316, Prakasam Dt.



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Date: 11/10/2021

Internal Quality Assurance Cell

Action taken Report for the meeting Conducted on 15/09/2021

S.No	Plan of Action	Action taken
1	Plan to initiate Workshops, FDPs. Seminars and Conferences to be conducted and attended by faculty	Conducted Workshops, FDPs. Seminars and Conferences attended by faculty
2	Plan to Certification courses	Conducted certification courses
3	MoUs with industries and other Institutions	Communicate with respective persons

Co-Ordinator Internal Quality Assurance Cell Dr. SAMUEL GEORGE INSTITUTE OF ENGINEERING & TECHNOLOGY

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College Code: 35

Date: 09/12/2021

CIRCULAR

All the IQAC members are hereby informed that meeting of IQAC is scheduled on 10/12/2021 at 10.00 A.M. in IQAC chamber to discuss the following agenda.

AGENDA:

- 1. To discuss about industrial tour for final year Students.
- 2. To discuss about Certificate programs.
- 3. To discuss about Seminars / Conferences and FDPs programmes.
- 4. To discuss about Academic activities.
- 5. To discuss about progress of NAAC work.

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

IQAC Coordinator Co-Ordinator

Internal Quality Assurance Cell Dr. SAMUEL GÉORGE INSTITUTE OF ENGINEERING & TECHNOLOGY MARKAPUR-523316, Prakasam Dt.

- PRINCIPAL -Dr. SAMUEL GEORGE INSTITUTE OF ENGINEERING & TECHNOLOGY MARKAPUR-523 316, Prakasam Dist.

Copy to:

The Secretary Dr.Syed Khasim - IQAC Coordinator The Principal Office File All members of IQAC.



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College Code: 35

MINUTES OF MEETING

Nature of Meeting	IQAC
Venue	Board Room
Frequency of Meeting	Quarter Yearly Once
Date & Time	10/12/2021, 10.00 A.M.
List of Members	Copy Attached
Copies Circulated To	All The Members of IQAC

The chairperson welcomed all the members of IQAC, SGIT. The IQAC Coordinator kept the agenda points of discussion to all the members.

Agenda Points	Details of Discussion
1. To discuss about industrial tours for final year students.	Principal sir discussed with the Staff members about the importance of industrial visit and informed B.Tech coordinators to explain about its importance to final year B.Tech students and plan of action about the visit.
2. To discuss about certificate progammes.	Principal sir discussed with all the staff members about the certificate programs for B.Tech students.
3. To discuss about seminars/ Conferences and FDP programmes.	Principal sir discussed with all the staff about seminars/ Conferences and FDP programmes when to conduct.
4. To discuss about academic activities.	Principal sir discussed with all the staff about the academic activities. He collected information from all the staff about the academic progress from class coordinators of B.Tech regarding status of syllabus pass percentage etc.
5. To discuss about progress on NAAC work	Principal sir discussed with the Staff members about progress of NAAC work and he asked the NAAC Coordinator about the up to date information on NAAC work and monitored the work progress of NAAC.

IQAC Coordinator Co-Ordinator

Internal Quality Assurance Cell Dr. SAMUEL GÉORGE INSTITUTE OF ENGINEERING & TECHNOLOGY Principal

- PRINCIPAL -Dr. SAMUEL GEORGE INSTITUTE OF ENGINEERING & TECHNOLOGY

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Date: 10/12/2021

Members Attended:

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1	Dr.Y.Eswara Rao	Principal	Chairperson	Son
2	Dr.Syed Khasim	Professor - CSE	IQAC Coordinator	Sikhin
3	Dr.Ch.Raja Babu	HoD- CIV	Member	ary
4	Dr.M.Mastanaiah	Dean & Academics, HoD - MEC	Member	Mint.
5	M.Venkateswarlu	HoD - EEE	Member	all.
6	Y.V.Adi Satyanarayana	HoD - ECE	Member	Cass
7	Dr.P.P.S.Naik	HoD - CSE	Member	Com
8	P.Rama Devi	HoD - H&S	Member	(PED)
9	D.Kumar	Training & Placements Officer	Member	Edunio -
10	J.V.Ramanjaiah	Administrative Officer	Member	General
11	I.Hanumantha Rao	Accounts Officer	Member	F. Auch
12	J.C.Obulesu	Librarian	Member	Chuly
13	V.Srikanth Reddy	Alumni	Member	V. Snewhold of.
14	Y.Surendra	Student	Member	y. Sumbra
15	Y.Vijaidu	Parent	Member	y. Draw.
16	J.Vikram	Physical Director	Member	J. Vikam

IQAC Coordinator Co-Ordinator

Internal Quality Assurance Cell Dr. SAMUEL GEORGE INSTITUTE OF ENGINEERING & TECHNOLOGY MARKAPUR-523316, Prakasam Dt.

PRINCIPAL Dr. SAMUEL GEORGE INSTITUTE OF ENGINEERING & TECHNOLOGY MARKAPUR-523 316, Prakasam Dist