Directorate of Internal Quality Assurance Cell
GANDHI INSTITUTE OF TECHNOLOGY AND MANAGEMENT (GITAM)
(Deemed to be University u/s 3 of the UGC Act, 1956)
Accredited by NAAC with 'A+' Grade

ACTION TAKEN REPORT FOR THE
MINUTES OF THE 1/17 (THE FIRST MEETING OF 2017-18) OF
THE IQAC HELD AT 11.00 AM ON MONDAY, THE 28TH AUGUST, 2017

The Action Taken Report for the First IQAC Meeting of 2017 -18 was deliberated to the members and details are furnished below.

S. No.	Details of the Minutes	Action Taken Report
1.	**ITEM-1: Preparation of AQAR to submit to NAAC** The IQAC has started preparing AQAR for the Academic Year 2016-17 based on the inputs given by NAAC.	The members requested to complete the task and make timely submission.
2.	**ITEM-2: To encourage e-Governance a software named G-Share for easy file sharing** Based on the suggestion given by NAAC, the University started an initiative called "G-Share" which is used for online file sharing among the administrators. This initiative will encourage e-Governance among the stakeholders.	The initiative made by GITAM was appreciated for encouraging the e-activities in campus.
3.	**ITEM-3: Review of ongoing projects and Consultancy** To encourage Quality Research, it is suggested to the Directorate of UGC and Research Activities to review the progress of ongoing projects and provide suggestions to improve the Quality. Similarly, Directorate of Consultancy, Projects and Collaborations is requested to focus on improving the quantum of Consultancy activities.	The Projects of the GITAM attained was noted and request to encourage more submissions.
4.	**Any other Item:**	The initiative taken up by IQAC in developing the software with CATS and

Extensive use of ICT for Teaching Learning Process: The CATS has devised a software framework called "G-Learn" which facilitates effectives teaching learning process among the Stakeholders. The IQAC has suggested to incorporate designated folders for ease of access to Course objectives / outcomes, Course syllabus, Teaching plan, Course material, Old question papers for the students	providing contents easily accessible by students is appreciated.

(Prof. K. Thammi Reddy)

Director – IQAC

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ACTION TAKEN REPORT FOR THE
MINUTES OF THE 2/17 (THE SECOND MEETING OF 2017-18) OF
THE IQAC HELD AT 11.00 AM ON FRIDAY, THE 22ND DECEMEBER, 2017

The Action Taken Report for the Second IQAC Meeting of 2017 -18 was deliberated to the members and details are furnished below

S. No.	Details of the Minutes	Action Taken Report
1.	**ITEM-1: THE University Ranking** The Vice Chancellor has placed before the members about securing 1001+ Rank in Times Higher Education Ranking with score in the band of 9.22 – 15.5 at International Level. The members appreciated the efforts of the IQAC in data presentation and follow up.	The efforts made by IQAC and GITAM was appreciated.
2.	**ITEM-2: Preparation and participation for NIRF Ranking** The IQAC has informed to the members that the University is preparing to participate in Third cycle of NIRF and data preparation is in progress as per the requirements of the DCP portal. The NIRF focusses on various parameters namely, Teaching Learning & Resources, Research and Professional Practice, Graduate Outcomes, Outreach and Inclusivity and Peer Perception.	The discussion was noted
3.	**ITEM-3: Proposal to submit for EdCIL to attract International Students** The EdCIL (India) Limited, a Central Public Sector Enterprise, under the Ministry of Education, Government of India, has launched a "Study in India" Education campaign for the year 2017-18.	The members appreciated for efforts made to attract International students.

	Accordingly, the University has submitted a proposal to become a member to attract foreign students from Various Nations. The initiative was appreciated by the members and approved to proceed further.	
4.	**ITEM -4: Admission Across various Programmes** GITAM has initiated the process of admissions through various Newspapers/Advertising Agencies and GITAM website. The common entrance test "GAT 2018" Brochure was placed for any suggestions and the members approved the same. The Director also informed that 90,384 applications had received of which 6192 students have admitted and the admissions trend is progressive.	The item was noted
5.	**Any other item:** • It was informed that University is in process of applying for Institute of Eminence to MHRD for recognition.	The members requested to prepare documents inline with requirements to place GITAM as Institute of Eminence

(Prof. K. Thammi Reddy)
Director- IQAC

DIRECTOR
Internal Quality Assurance Cell (IQAC,
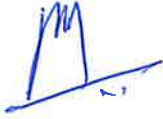GITAM (Deemed to be University)
VISAKHAPATNAM-530 045

Directorate of Internal Quality Assurance Cell
GANDHI INSTITUTE OF TECHNOLOGY AND MANAGEMENT (GITAM)
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ACTION TAKEN REPORT FOR THE
MINUTES OF THE 3/17 (THE THIRD MEETING OF 2017-18) OF
THE IQAC HELD AT 11.00 AM ON MONDAY, THE 26TH FEBRUARY, 2018

The Action Taken Report for the minutes of the Third IQAC meeting for year 2017-18 was informed to the members and the details are as follows.

S. No.	Description of Item Wise Information	Action Taken Report
1.	**ITEM-1: THE ASIA Ranking** The Vice Chancellor has placed before the members that based on data submitted to Times Higher Eductaion, GITAM secured 301+ Rank in Times Higher Education ASIA Ranking.	The success of GITAM was noted and appreciated.
2.	**ITEM-2: Suggestions to improve Publication Quality** The IQAC has placed to the members the importance of Publications by Faculty. Accordingly, a document was shared for improving the quality and quantity of Publications by the faculty. The members requested to circulate among the staff and follow it up on regular basis. It is also suggested to keep track of publications in Scopus since NIRF is populating directly from Scopus repository.	It was requested to look for possibilities of improving the publications and prepare plan of action for follow up and submit to chairperson for implementation
3.	**ITEM-3: ISO Surveillance Audit** The ISO TUV SUD has scheduled an ISO Surveillance Audit for the year 2018 and Audit was done successfully and issued "NIL Non Conformances". The external members appreciated GITAM for maintaining the ISO Quality standards. It was suggested to improve Internet	The quality of processes of GITAM as accorded by ISO was noted.

	Bandwidth by the members and same has been recommended for possibilities.		
4.	**ITEM-4: Initiation of Student Information System (G-SIS)** In continuation for e-Governance, the CATS team has designed and developed a platform called "G-SIS" to facilitate tracking of Student Progression by stakeholders namely, Faculty, Parents and Students. The module keep track of Student Attendance, Marks, Contact Information, Counselling process and other related activities.	The modules developed by CATS was well appreciated.	

(Prof. P V Nageswara Rao)
Director-IQAC

GANDHI INSTITUTE OF TECHNOLOGY AND MANAGEMENT (GITAM)
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MINUTES OF THE MEETING (4/17), (THE FOURTH MEETING OF 2017 -18) OF
THE IQAC HELD AT 11.00 AM ON   MONDAY, THE 25TH JUNE, 2018

Gandhinagar Campus, Rushikonda
Visakhapatnam – 530 045, A.P., India

MINUTES OF THE 4/17 (THE FOURTH MEETING OF 2017-18) OF THE IQAC HELD AT 11.00 AM ON MONDAY, THE 25TH JUNE, 2018, IN THE BOM HALL, GITAM BHAVAN, GANDHINAGAR CAMPUS, RUSHIKONDA, VISAKHAPATNAM.

Members Present:

Prof. M. S. Prasada Rao	Vice-Chancellor	Chairperson
Prof. K. Siva Rama Krishna	Pro Vice-Chancellor, VSP	Chairperson
Prof. N. Siva Prasad	Pro Vice-Chancellor, HYD	Member
Prof. K. Bhaskar Raju	Director, BLR Campus	Member
Prof. K. Lakshmi Prasad	Principal, GIT,VSP	Member
Prof. K. Aruna Lakshmi	Principal, GIS, VSP	Member
Prof. P. Sheela	Principal, GIM, VSP	Member
Sri. B. V. Mohana Rao	Secretary, GITAM University	Member
Prof. Y. Satyanarayana	School of Law, VSP	Member
Prof. Ch. Rama Krishna	Director, UGC Affairs & Research Activities	Member
Mr. O. Naresh Kumar	CEO, Symbiosis Technologies, VSP	Member
Prof. M. Potharaju	Registrar	Member
Prof. P V Nageswara Rao	Director, IQAC	Member Secretary

Leave of absence is granted to Dr. P.V. Sivapullaiah, Pro Vice-Chancellor; Prof. Ch. Sanjay, Principal, School of Technology, Hyderabad; Mr. E Srinivas Chakravarthy, TCS; Mr. Prem Ojha, Alumni ; and Mr. Preetham Gandhi, IIM Ahmedabad

The Vice- Chancellor has extended a warm welcome to the members and appraised the various activities organized by IQAC in the academic year 2017-18.

Then the detailed agenda is taken up.

ITEM-1: Sanction of Category I status by MHRD

The University has received Category-I status, one of the significant achievement among Deemed to be Universities in the State. It enables the University to start new courses, off campus centers, skill development courses, research parks and any other new academic

programs. It also provide flexibility to hire foreign faculty, enroll foreign students, give incentive based emoluments to the faculty, enter into academic collaborations and run open distance learning programmes.

The members applauded the recognition and this will facilitate the university to grow further.

ITEM-2: Submission of data to THE 2019

The IQAC has placed to the members the data and comparative statement over previous years and is progressive. The members approved the same and requested to submit the data to THE 2019 rankings.

ITEM-3: NIRF Rank to GITAM

The University secured 85th Rank in the third cycle of NIRF under University Overall category. The University has performed well in comparing with earlier cycle which was 89. The members appreciated the achievement of the university. The publication and patents data shared by NIRF for validation has been placed for perusal and suggestions.

ITEM -4: Skill development for Non-Teaching Staff

The Vice Chancellor has informed that the Directorate of Center for Learning and Sustainability has conducted various programmes for Non-Teaching Staff to enhance the IT productivity skills in light technological transformation by the university. The members further suggested to focus more on drafting email communication system and usage of word & excel tools.

ITEM-5: Academic and Administrative Audit

The IQAC has initiated the Academic and Administrative Audit as per the format discussed and approved by the Vice Chancellor and the key observations were deliberated among the members for suggestions/feedback and necessary follow up was recommended for improving the weaknesses observed. One major weakness is lack of Ph.D. faculty in sufficient numbers.

ITEM -6: Result Analysis and Placement Record Statistics

The Director, IQAC has shared the Result Statistics of the Students for the AY 2017-18 and it was observed that results are around 80%. The Placement Statistics of the outgoing students was shared to the members and major recruiters include Amazon, Microsoft, Oracle, TCS, VMWare, Wipro, Deloitte, Accenture, NCR, Maruti Suzuki etc. The average package is around 05 Lakhs per Annum. Highest Salary around 12 Lakhs. The members appreciated the Placement team and Faculty for their efforts in improving the placement record.

The meeting ended with thanks to the chair.

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Director, IQAC
DIRECTOR (IQAC)
Internal Quality Assurance (University)
GITAM (Deemed to be University)
VISAKHAPATNAM-530 045

Directorate of Internal Quality Assurance Cell
GANDHI INSTITUTE OF TECHNOLOGY AND MANAGEMENT (GITAM)
(Deemed to be University u/s 3 of the UGC Act, 1956)
Accredited by NAAC with 'A+' Grade and MHRD Category I University

ACTION TAKEN REPORT FOR THE
MINUTES OF THE 4/17 (THE FOURTH MEETING OF 2017-18) OF
THE IQAC HELD AT 11.00 AM ON MONDAY, THE 25TH JUNE, 2018

The Action Taken Report for the minutes of the Fourth IQAC meeting for year 2017-18 was informed to the members and the details are as follows.

S. No.	Description of Item Wise Information	Action Taken Report
1.	**ITEM-1: Sanction of Category I status by MHRD** The University has received Category-I status, one of the significant achievement among Deemed to be Universities in the State. It enables the University to start new courses, off campus centers, skill development courses, research parks and any other new academic programs. It also provide flexibility to hire foreign faculty, enroll foreign students, give incentive based emoluments to the faculty, enter into academic collaborations and run open distance learning programmes. The members applauded the recognition and this will facilitate the university to grow further.	The information was noted.
2.	**ITEM-2: Submission of data to THE 2019** The IQAC has placed to the members the data and comparative statement over previous years and is progressive. The members approved the same and requested to submit the data to THE 2019 Rankings.	The analysis was noted and approved for submission.

3.	**ITEM-3: NIRF Rank to GITAM** The University secured 85th Rank in the third cycle of NIRF under University Overall category. The University has performed well in comparing with earlier cycle which was 89. The members appreciated the achievement of the university. The publication and patents data shared by NIRF for validation has been placed for perusal and suggestions.	The achievement was well appreciated.
4.	**ITEM-4: Skill development for Non-Teaching Staff** The Vice Chancellor has informed that the Directorate of Center for Learning and Sustainability has conducted various programmes for Non-Teaching Staff to enhance the IT productivity skills in light technological transformation by the university. The members further suggested to focus more on drafting email communication system and usage of word & excel tools.	The same was noted and suggested for follow up.
5.	**ITEM-5: Academic and Administrative Audit** The IQAC has initiated the Academic and Administrative Audit as per the format discussed and approved by the Vice Chancellor and the key observations were deliberated among the members for suggestions/feedback and necessary follow up was recommended for improving the weaknesses observed. One major weakness is lack of Ph.D. faculty in sufficient numbers.	The suggestions were noted and requested to recruit Ph.D. faculty thereby cultivating better research in institute.
6.	**ITEM -6: Result Analysis and Placement Record Statistics** The Director, IQAC has shared the Result Statistics of the Students for the AY 2017-18 and it was observed that results are around	The results analysis was noted.

80%. The Placement Statistics of the outgoing students was shared to the members and major recruiters include Amazon, Microsoft, Oracle, TCS, VMWare, Wipro, Deloitte, Accenture, NCR, Maruti Suzuki etc. The average package is around 05 Lakhs per Annum. Highest Salary around 12 Lakhs. The members appreciated the Placement team and Faculty for their efforts in improving the placement record.	

Prof. P V Nageswara Rao
Director – IQAC