



**PROCEEDINGS OF THE PRINCIPAL**

**KLRCET/Principal's Office/AAC/2022-23/01**

**Date: 13-07-2022**

**Sub: KLRCET – Re-constitution of Academic Audit Committee for the  
academic year 2022-23–Regarding.**

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**ORDER:**

The Academic Audit Committee of KLRCET for the academic year 2022-23 is re-constituted with the following composition:

Sl no	Name of the Member	Designation	Position
1	Dr.M.Surendra Kumar	Principal	Chairman
2	Dr.P.Ramesh Babu	HOD-CSE	Coordinator
3	Dr.K.Rajendra Prasad	HOD-ECE	Member
4	Dr.T.Rakesh	HOD-EEE&IQAC	Member
5	Dr.S.Joshuva Daniel	HOD-MBA	Member
6	Mr.G.Dhamodara Rao	HOD-MIN	Member
7	Mr.Y.Heman	Asst.Prof-EEE	Member
8	Mr.B.Rambabu	Asst.Prof-MIN	Member
9	V.Naresh	Asst.Prof-EEE	Member
10	P.Rajashekar	Asst.Prof-CSE	Member

**Copy to**

Members of Academic Audit Committee

  
**Principal**

**PRINCIPAL**  
KLR College of Engg. & Technology  
B.C.M. Road, Paloncha-507 115  
Bhadradi Kothagudem Dt.T.S



**Minutes of the Academic Audit Meeting held on the 20-08-2022**

The following are the members of the Academic Audit Committee for the

Academic year 2022-23

S/no	Name of the Member	Designation	Position
1	Dr.M.Surendra Kumar	Principal	Chairman
2	Dr.P.Ramesh Babu	HOD-CSE	Coordinator
3	Dr.K.Rajendra Prasad	HOD-ECE	Member
4	Dr.T.Rakesh	HOD-EEE&IQAC Coordinator	Member
5	Dr.S.Joshuva Daniel	HOD-MBA	Member
6	Mr.G.Dhamodara Rao	HOD-MIN	Member
7	Mr.Y.Heman	Asst.Prof-EEE	Member
8	Mr.B.Rambabu	Asst.Prof-Min	Member
9	Ms V.Naresh	Asst.Prof-EEE	Member
10	Ms.P.Rajashekar	Asst.Prof-CSE	Member

The following decisions were taken after detailed discussion among the members.

**Item 1: To confirm the Minutes of previous Academic Audit Committee meeting which was held on 02-09-2021.**

Since no further comments have been received on the minutes of the last meeting from the members, the same would stand confirmed.

**Item 2: To finalize the dates for 1<sup>st</sup> spell, 2<sup>nd</sup> spell of instructions for B.Tech all years**

Basing on the University academic calendar the dates for the 1<sup>st</sup> and 2<sup>nd</sup> spell of instructions for B.Tech all branches have been finalized.



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**Item 3: To finalize the dates for First and second midterm examinations for B.Tech all years.**

The dates for the first and second midterm examinations for B.Tech all years have been finalized by considering the academic calendar specified by the JNTUH University. The dates have been adjusted to 2 days before the cutoff date.

**Item 4: Ratification of readmitted students for Academic year 2022-23.**

The members of the committee have approved the readmission of the students into II-I, III-I and IV-I of B.Tech in all branches.

**Item 5: Result Analysis of the previous Academic year 2022-23.**

The members of the committee have thoroughly verified as how many number of students have appeared to the exam as how any have passed semester wise

It was observed from the given statistics that the overall percentage of I-II & II-I semesters were found less.

Question bank and sample questions should be prepared as per blooms taxonomy.

**Item 6: To consider and approve the list of Examiners for Project Viva voce examinations for UG & PG programmes.**

The committee resolved to approve the list of examiners for project viva voce examinations for UG & PG programmes.

**Item 7: Preparation of curriculum planning according to university academic calendar;**

The HODs of various departments were advised by Principal to prepare the curriculum planning by taking university academic calendar as the standard, they are further advised to prepare the plan which is expected to be ahead 7 days ahead of the standard.

**Item 7: conducting of Department wise workshop/Fests/ conferences etc.**

The HODs were insisted to organize at least one activity per semester.



**Item 8:. Organizing Orientation programme for the First-year students in the coming academic year 2022-23.**

The Orientation programme for the first year should be organized according to the University guidelines. According to the JNTUH academic calendar 2022-23 the Induction programme should begin on 03-11-2022.

**Item 9: Any other matter with the permission of the chair.**

The members discussed the following points

1. Question bank and sample questions should be prepared as per blooms taxonomy.
2. Adoption of safety measures in the department labs.
3. Faculty should attend minimum 2 FDPs

  
Coordinator  
**Coordinator**  
KLR College of Engineering & Technology,  
Paloncha.



# KLR COLLEGE OF ENGINEERING & TECHNOLOGY

(Affiliated to JNTUH, Approved by AICTE New Delhi, An ISO 9001:2015 Certified)  
BCM ROAD, PALONCHA-507115, BHADRADRI KOTHAGUDEM DIST



The following members of the Academic Audit Committee attended the meeting on  
20-08-2022 and ratified the resolutions.

S/no	Name of the Member	Designation	Position	Signature
1	Dr.M.Surendra Kumar	Principal	Chairman	
2	Dr.P.Ramesh Babu	HOD-CSE	Coordinator	
3	Dr.K.Rajendra Prasad	HOD-ECE	Member	
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10	Mr.P.Rajashekar	Asst.Prof-CSE	Member	



**Minutes of the held on 20-08-2022.**

**Action Taken Report of Academic Audit Committee**

**1. Question bank and sample questions should be prepared as per blooms taxonomy**

**Action taken:** As per the recommendations of the Academic Audit committee, question bank and sample questions should be prepared as per blooms taxonomy.

**2. Adoption of safety measures in the department labs**

**Action taken:** As per the recommendations of the Academic Audit committee, safety measures were implemented in all the laboratories of all the departments. Every lab equipment was verified and safety standards were implemented in all the departments.

**3. Faculty should attend minimum 2 FDPs.**

**Action taken:** All the faculty members were encouraged to attend minimum 2 FDPs through online mode nearly 85% of the faculty successfully registered for the online faculty development programmes.

Coordinator

**Coordinator**

**KLR College of Engineering & Technology,  
Paloncha,**