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RIYADARSHINI INSTITUTE OF SCIENCE AND TECHNOLOGY FOR WOMEN

(Approved by AKTE, New Delhi and Affiliated to INTUH Hyderabad)

SaïPrabhathi Nagar, Khammam Rural -507003, Khammam Dist., Telangana State.

Website: www.priw.ac.in | Email: ika_priw@yahoo.com | Cell: +91-92466 25050.



IQAC MEETINGS AY 2025-26





INTERNAL QUALITY ASSURANCE CELL

Ref: PRIW/IQAC/CIR/2025-26/01

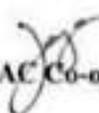
Date: 01-07-2025

CIRCULAR

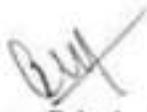
IQAC meeting is scheduled on **05-07-2025 at 2:00 P.M.** in the **Board Room**. All the Heads of the Departments (HODs) are requested to furnish the below-mentioned data.

The agenda of the meeting is as follows:

1. To review and confirm the minutes of the previous IQAC meeting.
2. Review of the Summer Internship activities.
3. Identification of slow learners and planning of remedial classes.
4. To review the minutes submitted by the Department Academic Committee (DAC).
5. Review of the Student Counseling System.
6. Conduction of Orientation Day for students.
7. Review of placement and training activities conducted during the semester.
8. Discussion on quality improvement initiatives and NAAC-related activities.
9. Any other item with the permission of the Chair.


IQAC Co-ordinator




Principal

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Priyadarshini Institute of
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Saiprabath Nagar, Peddathanda,
KHAMMAM-507 003

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INTERNAL QUALITY ASSURANCE CELL

Ref: PRIW/IQAC/CIR/ 2025-26/01

Date: 08-07-2025

Minutes of Meeting

Minutes of the IQAC Meeting

Mrs. N. Jayamma, Coordinator, IQAC, welcomed all the members to the IQAC meeting held on 05 July 2025 at 02:00 PM in the Board Room. The meeting commenced with the permission of the Principal and Chairperson of IQAC. The following discussions were made as per the agenda and the decisions taken are recorded below.

Item No.1: To review and confirm the minutes of the previous IQAC meeting

The members reviewed and confirmed the minutes of the Internal Quality Assurance Cell (IQAC) meeting held on 04-04-2025.

Item No.2: Review of the Summer Internship activities

The IQAC reviewed the status of the summer internships undertaken by the third-year students. The committee advised the departments to motivate students to actively participate in internships offered by industries and organizations collaborating with the institution.

Item No.3: Identification of slow learners and planning of remedial classes

The IQAC instructed all the Heads of the Departments (HODs) to identify slow learners based on their academic performance and take appropriate measures to improve their performance by conducting remedial classes and additional academic support activities.

Item No.4: To review the minutes submitted by the Department Academic Committee (DAC)

The Chairperson reviewed the minutes submitted by the Department Academic Committee (DAC) and approved them after discussion. The members noted the same and resolved to forward them to the Governing Body for further approval.

Item No.5: Review of the Student Counseling System

The IQAC reviewed the student counseling system and instructed the respective HODs to ensure effective counseling of students to address their academic and personal concerns.

Item No.6: Conduction of Orientation Day for students

It was resolved to conduct Orientation Day for B.Tech I Year students (Academic Year 2025-26). The Chairperson instructed the HOD, H&S Department, to make necessary arrangements for the smooth conduct of the program.




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SaiPrabath Nagar, Khammam Rural -507003, Khammam Dist., Telangana State.

 Website: www.pisw.ac.in mail: idsk_pisw@rediffmail.com Cell: +91-92466-25050.

Item No.7: Review of placement and training activities conducted during the semester

The committee reviewed the placement and training activities conducted during the semester. Departments were advised to strengthen placement training programs, skill development activities, and industry interaction to improve students' employability.

Item No.8: Discussion on quality improvement initiatives and NAAC-related activities

The IQAC discussed various quality improvement initiatives and NAAC-related activities. All HODs were requested to actively support the implementation of quality enhancement measures and maintain proper documentation required for NAAC accreditation.

Item No.9: Any other item with the permission of the Chair

Under this item, the HODs were requested to prepare the Academic Calendar for the Academic Year 2025-26 and the Master Timetable for their respective departments.

The meeting concluded with a vote of thanks by the IQAC Coordinator. The Principal and Chairperson of IQAC thanked all the members for their valuable suggestions and guidance for the development and quality enhancement of the institution.


 IQAC Coordinator


 Principal

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INTERNAL QUALITY ASSURANCE CELL

Ref: PRIW/IQAC/ATT/ 2025-26/01

Date: 05-07-2025

Attendance Sheet

SNO	COMMITTEE MEMBERS	ROLE IN THE COMMITTEE	Signature
1	Dr. B. Gopal, Principal	Chairman	
2	Mr. LNarsimhaRao, Head, Dept of CSE	Member	
3	Mr. D. Ramesh, Head, Dept of ECE	Member	
4	Mr. M. VenkateshwarRao	Member	
5	Mr. N. Anitha, Head, Dept of H&S	Member	N A →
6	Dr. P. Vijaya Lakshmi, Head, Department of MBA	Member	
7	Mr. I. NarsimhaRao, In charge, Exam Branch	Member	
8	Mr. ManmohanTiwari, Training & Placement Officer	Member	
9	Mr. S. Anil Kumar, Management Nominee	Member	
10	Mr. A. VenkatRamana, Administrative Officer	Member	
11	Mr. M. Kishore, Local Society Member	Member	
12	Ms. R.Rithika(226C1A7241)	Member	
13	Ms. B Sindhuja(226C1A0402)	Member	
14	Ms. BhoomikaPayal	Member	
15	Mr. K. KoteswarRao, Industrialist	Member	
16	Mrs. N. Jayamma, Assistant Professor of ECE	Co-Ordinator	

IQAC Co-ordinator



Principal

 PRINCIPAL
 Priyadarshini Institute of
 Science & Technology for Women
 Salprabath Nagar, Peddathanda,
 KHAMMAM-507 003



INTERNAL QUALITY ASSURANCE CELL

Ref: PRIW/IQAC/CIR/ 2025-26/02

Date: 06-10-2025

CIRCULAR

IQAC meeting is scheduled on 10-10-2025 at 2:00 P.M. in the Board room. All the HODs are requested to furnish the below mentioned data. The Agenda of the meeting is as follows

1. To review and confirm the minutes of the previous IQAC meeting.
2. Review of CRT (Campus Recruitment Training) programs and placement activities.
3. To organize seminars and workshops on Intellectual Property Rights (IPR).
4. Review of faculty publications and participation of faculty in FDPs/workshops.
5. Review of MoUs signed with various organizations and institutions.
6. Review of professional society activities conducted at the institutional level.
7. Proposal to conduct an Alumni Meet. 8. Proposal to conduct a Parent-Teacher Meet.
8. Review of research and consultancy activities in the departments.
9. Discussion on student participation in technical, cultural, and extension activities.
10. Discussion on NAAC accreditation status and appreciation for achieving B++ Grade.
11. Any other item with the permission of the Chair.

IQAC Co-ordinator

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INTERNAL QUALITY ASSURANCE CELL

Ref: PRIW/IQAC/CIR/ 2025-26/02

Date: 10-10-2025

Minutes of Meeting

Mrs. N. Jayamma, Coordinator IQAC, welcomed all the members of the IQAC for the meeting held on 10th October, 2025 at 02.00pm in board room. The meeting started with the permission of the principal. The following discussions were made as per agenda of the meeting and the following decisions were taken.

Item No.1: To review and confirm the minutes of the previous IQAC meeting

The members of the IQAC reviewed and confirmed the minutes of the previous Internal Quality Assurance Cell (IQAC) meeting. The members unanimously approved the minutes.

Item No.2: Review of CRT (Campus Recruitment Training) programs and placement activities

The committee reviewed the Campus Recruitment Training (CRT) programs and placement activities conducted in the institution. The Chairperson suggested strengthening training programs and motivating students to utilize online learning resources and placement preparation platforms to improve employability.

Item No.3: To organize seminars and workshops on Intellectual Property Rights (IPR)

The members suggested organizing seminars and workshops on Intellectual Property Rights (IPR) to create awareness among faculty and students about patents, copyrights, trademarks, and research innovations.

Item No.4: Review of faculty publications and participation of faculty in FDPs/workshops

The IQAC reviewed the faculty publications and participation in Faculty Development Programs (FDPs) and workshops. The committee appreciated the faculty for their efforts in publishing research papers and enhancing their academic and professional skills.

Item No.5: Review of MoUs signed with various organizations and institutions

The committee reviewed the MoUs signed with different organizations and institutions and appreciated the departments for conducting various activities under these collaborations. The members suggested strengthening industry–institution interaction.

Item No.6: Review of professional society activities conducted at the institutional level

The IQAC reviewed the activities conducted under various professional societies at the institutional level. The committee encouraged departments to motivate students to actively participate in professional society events and make use of the benefits offered by them.



**Item No.7: Proposal to conduct an Alumni Meet**

The committee discussed the proposal to conduct an Alumni Meet. It was resolved to organize the Alumni Meet and the Alumni Committee was instructed to initiate the necessary arrangements.

Item No.8: Proposal to conduct a Parent-Teacher Meet

It was proposed to conduct a Parent-Teacher Meeting to strengthen interaction between parents and faculty members. The members agreed to conduct the meeting as per the university guidelines.

Item No.9: Review of research and consultancy activities in the departments

The committee reviewed the research and consultancy activities carried out in various departments. Faculty members were encouraged to undertake more research projects, publications, and consultancy activities in collaboration with industries and research organizations.

Item No.10: Discussion on student participation in technical, cultural, and extension activities

The IQAC discussed the importance of encouraging students to participate in technical, cultural, and extension activities to enhance their overall development. Departments were advised to motivate students to actively participate in such events.

Item No.11: Discussion on NAAC accreditation status and appreciation for achieving B++ Grade

The committee discussed the successful completion of the NAAC accreditation process and appreciated the efforts of the management, principal, faculty, staff, and students for achieving the B++ Grade. The members emphasized the need to continue implementing quality enhancement measures to achieve a higher grade in the next cycle of accreditation.

Item No.12: Any other item with the permission of the Chair

Under this item, the IQAC appreciated the efforts of faculty members in encouraging students to participate actively in co-curricular and extracurricular activities for the overall development of the institution.

The meeting concluded with a vote of thanks by the IQAC Coordinator. The Principal and Chairperson of IQAC thanked all the members for their valuable suggestions and guidance for the development and quality enhancement of the institution.


IQAC Co-ordinator

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INTERNAL QUALITY ASSURANCE CELL

Ref: PRIW/IQAC/CIR/2025-26/03

Date: 05-01-2026

CIRCULAR

IQAC meeting is scheduled on 08-01-2026 at 2:00 P.M. in the board Room. All the HODs are requested to furnish the below mentioned data. The Agenda of the meeting is as follows

1. To review and confirm the minutes of the previous IQAC meeting.
2. To review the action taken on the minutes of the last IQAC meeting held on **10-10-2025**.
3. To discuss the financial support provided for Research and Development (R&D) activities.
4. To appreciate the faculty members for the successful completion of SWAYAMNPTEL certification courses.
5. To review the status of student activities conducted in the institution.
6. To review the Training and Placement activities and the placement status of students since the last academic year.
7. To review the activities conducted under MoUs and institutional collaborations.
8. Discussion on strengthening industry-institution interaction and internship opportunities for students.
9. Review of quality improvement initiatives and preparation for NAAC-related activities.
10. Any other item with the permission of the Chair.

IQAC Co-ordinator



Principal

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INTERNAL QUALITY ASSURANCE CELL

Ref: PRIW/IQAC/CIR/ 2025-26/03

Date: 08-01-2026

Minutes of Meeting

Mrs. N. Jayamma, Coordinator IQAC, welcomed all the members of the IQAC for the meeting held on 08th January, 2026 at 02.00pm in board room. The meeting started with the permission of the principal. The following discussions were made as per agenda of the meeting and the following decisions were taken.

Item No.1: To review and confirm the minutes of the previous IQAC meeting

The members reviewed and confirmed the minutes of the previous Internal Quality Assurance Cell (IQAC) meeting. The minutes were approved by all the members.

Item No.2: To review the action taken on the minutes of the last IQAC meeting held on 10-10-2025

The IQAC Coordinator presented the Action Taken Report on the resolutions passed in the previous meeting held on 10-10-2025. The members reviewed the report and expressed satisfaction with the progress made.

Item No.3: To discuss the financial support provided for Research and Development (R&D) activities

The committee discussed the financial assistance provided by the institution for research and development activities. Faculty members were encouraged to undertake research projects, publish quality research papers, and apply for funded projects from government and private agencies.

Item No.4: To appreciate the faculty members for the successful completion of SWAYAM/NPTEL certification courses

The IQAC committee appreciated the faculty members who successfully completed SWAYAM/NPTEL certification courses and encouraged other faculty members to enroll in such programs to enhance their knowledge and teaching effectiveness.

Item No.5: To review the status of student activities conducted in the institution

The committee reviewed the student activities conducted in the institution, including technical events, cultural programs, and extension activities. Departments were advised to encourage more student participation in co-curricular and extracurricular activities.

Item No.6: To review the Training and Placement activities and the placement status of students since the last academic year

The IQAC reviewed the Training and Placement activities conducted by the placement cell and




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SaiPrabathi Nagar, Khammam Rural - 507003, Khammam Dist., Telangana State.

 Website: www.priw.ac.in | Email: icq@priw.ac.in | Cell: +91-92466 25050

discussed the placement status of students. The committee suggested strengthening placement training programs, skill development activities, and industry interactions.

Item No.7: To review the activities conducted under MoUs and institutional collaborations

The members reviewed the activities conducted under various MoUs and collaborations with industries and institutions. The committee appreciated the departments for organizing joint programs, internships, and knowledge-sharing activities.

Item No.8: Discussion on strengthening industry-institution interaction and internship opportunities for students

The committee discussed the importance of strengthening industry-institution interaction. Departments were encouraged to establish more collaborations with industries and provide better internship opportunities for students.

Item No.9: Review of quality improvement initiatives and preparation for NAAC-related activities

The IQAC reviewed the quality improvement initiatives undertaken by the institution and discussed the need for maintaining proper documentation and implementing quality measures in accordance with NAAC guidelines.

Item No.10: Any other item with the permission of the Chair

Under this item, the members appreciated the efforts of faculty members and staff for their continuous support in improving the academic standards and institutional development.

The meeting concluded with a vote of thanks by the IQAC Coordinator. The Principal and Chairperson of IQAC thanked all the members for their valuable suggestions and guidance for the development and quality enhancement of the institution.

 IQAC Coordinator
 

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INTERNAL QUALITY ASSURANCE CELL

Ref: PRIW/IQAC/ATT/ 2025-25/03

Date: 08-01-2026

Attendance Sheet

SNO	COMMITTEE MEMBERS	ROLE IN THE COMMITTEE	Signature
1	Dr. B. Gopal, Principal	Chairman	
2	Mr. I.NarsimhaRao, Head, Dept of CSE	Member	
3	Mr. D. Ramesh, Head, Dept of ECE	Member	
4	Mr. M. VenkateshwarRao	Member	
5	Mr. N. Anitha, Head, Dept of H&S	Member	
6	Dr. P. Vijaya Lakshmi, Head, Department of MBA	Member	
7	Mr. I. NarsimhaRao, In charge, Exam Branch	Member	
8	Mr.MannohanTriwari, Training & Placement Officer	Member	
9	Mr. S. Anil Kumar, Management Nominee	Member	
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16	Mrs. N. Jayamma, Assistant Professor of ECE	Co-Ordinator	

IQAC Co-ordinator



Principal

PRINCIPAL
Priyadarshini Institute of
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Saiprabath Nagar, Peddathanda.
KHAMMAM-507 003