



KAKATIYA INSTITUTE OF TECHNOLOGY AND SCIENCE, WARANGAL

Internal Quality Assurance Cell (IQAC)

No. IQAC/March/2023

Date: 04.03.2023

IQAC ACTION PLAN

FOR THE A.Y 2023-24

S.No.	Activity/Task to be performed	Task Performed by	Time Frame
1.	Release of Almanac for the A.Y 2023-24	Dean, Academic Affairs	June 2023
2.	CAS interviews for eligible faculty	IQAC, KITSW	May-June, 2023 (notification to be given in Jan-Mar2023)
3.	Recruitment of faculty if required	IQAC, KITSW	June -July, 2023 (notification to be given in Mar-April 2023)
4.	Minimum 2 weeks Faculty Industrial Training (FIT) as per our Institute Policy	HoDs of concerned departments	May-June, 2023 (Faculty to plan During Summer vacation)
5.	Syllabus revisions if required as per NEP 2020	Dean, AA, HoDs of concerned departments	May-June, 2023 (Scheme to be designed by April, KSQs to be finalized in April, BoS, JBOS & AC meetings in May/June)
6.	Mandatory Internships by the students to be completed as per our curriculum	Professor I/c, I3C in coordination with HoDs	June-July, 2023
7.	Collection of AQAR 2022-23 Data from departments and sections	IQAC, KITSW	31 st August, 2023
8.	OBE reports for the A.Y 2022-23 of all courses	Controller of Examinations & OBE Cell	31 st August, 2023
9.	Release of Institute Brochure 2023	IDC, KITSW	August, 2023
10.	Preparation and Submission of data to AISHE	IDC, KITSW	October,2023

11.	Laboratory Manuals	HoDs of concerned departments	August, 2023 (Lab manuals to be ready by July 2023 and printing by August 2023)
12.	Preparation of IIQA form, data collection and submission into NAAC portal for cycle 2 accreditation (Renewal)	IQAC, KITSW	July-August, 2023 (6months before to Nov.2023)
13.	Conduction of one day seminar on “ Awareness of IQAC policy of our Institute ”	IQAC, KITSW	August, 2023
14.	Conduction of Seminar/Workshop on “ How to write best practices by departments ”	IQAC, KITSW	September, 2023
15.	Evaluation of PBAS applications for Annual Increments of the faculty	IQAC & Dean, R&D	July, 2023
16.	Conduction of Administrative & Academic Audit (AAA) for the A.Y 2022-23	IQAC, KITSW	August-September, 2023
17.	Conduction of 7th IQAC meeting	IQAC, KITSW	September, 2023
18.	Preparation of Annual report 2022-23	IDC, KITSW	November-December, 2023
19.	Submission of NIRF 2023 Data	IDC, KITSW	October-November, 2023
20.	Collection of Stakeholder Feedback (student, alumni, employer & faculty) on curriculum, POs , PSOs, & PEOs	HoDs of concerned departments	April-May 2023
21.	Conduction of Seminars/Workshops/STTPs/FDPs/Conferences by departments on enhancing the quality of research	HoDs of concerned departments	1 st July 2023 to 31 st June,2024
22.	Faculty to adapt and Publish UGC CARE listed journals only for NIRF/PBAS/NBA etc	Dean, R&D	1 st July 2023 to 31 st June,2024
23.	Strong counselling and Mentoring system	Professor I/c, SCMS	1 st July 2023 to 31 st June,2024
24.	Organize guest lecturers from eminent faculty and industry persons	HoDs of concerned departments	1 st July 2023 to 31 st June,2024
25.	Outcome Based Education (OBE) to be implemented in true spirit	Dean, Academic Affairs& OBE cell	1 st July 2023 to 31 st June,2024
26.	Faculty should integrate their research expertise in course teaching	Dean, R&D &HoDs	1 st July 2023 to 31 st June,2024
27.	Faculty should take up quality research work for IPRs/Funding Projects/Consultancy etc	Dean, R&D &HoDs	1 st July 2023 to 31 st June,2024
28.	Expose students to innovation, incubation,	Professor I/c, I ² RE	1 st July 2023 to

	research and entrepreneurial activities and make them life-long learners		31 st June,2024
29.	Conduction of seminars/workshops/trainings on research methodology, IPRs and Skill development activities for students and faculty	Professor I/c, I ² RE	1 st July 2023 to 31 st June,2024

Dr.K.Ramudu,
Faculty I/c, IQAC

Prof.C.Venkatesh
Coordinator, IQAC

Copy to:

1. *The Principal*
2. *The Registrar*
3. *Deans*
4. *The HoDs of concerned departments*
5. *All professor I/c*