

Minutes of the IQAC Meeting


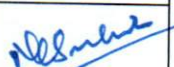
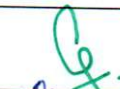


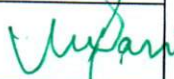

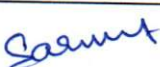

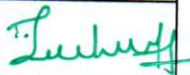
Date & Time: 26.11.2016 & 2.30 P.M


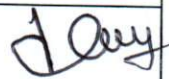
Venue: IQAC Hall

Agenda:

- IQAC Year Planner
- Conduct of unit Test apart from Mid Examinations
- Guidelines to Prepare Lesson Plan and Course File
- Placement Activity
- Quality of Mid Exam Question Papers- Suggestions
- Green Campus Initiatives
- Any other matters b.f by the members with the approval of Chairperson

Members Present:

S. No.	Name of the Governing Body Member	Designation in the Institute	Designation in IQAC	Signature
1	Prof P.Mallesham	Principal	Chairperson	
2	Shri.Anup Chakravarthy .R	Secretary	Management member	
3	Dr.N.C.Sendhilkumar	Prof / ECE	Coordinator-IQAC	
4	Dr. CH.G.V.N Prasad	HOD,CSE	Convenor	
5	Prof K.Ashok Babu	HOD,ECE	Member	
6	Prof A.Rama Krishna Rao	HOD (H & S)	Member	
7	Dr. C.Veeramani	HOD ,EEE	Member	
8	Mr.Srinivas.A	HOD,MECH	Member	
9	Dr.K.Sharma	HOD IT	Member	
10	Mr.D.RajendraBabu	HOD Civil	Member	
11	Dr.P.Balasubramaniyan	CE	Member	

12	Mr.A.Thirumurthulu	Placement & Training Officer	Member	
13	Mr.L.Satyanarayana	Administrative Officer	Member	

The chairperson welcomed all the members to the meeting and briefed about the agenda in detail. The following points were discussed among the members present and suitable suggestions were mentioned therein.

1. IQAC year Planner as discussed in First meeting was issued to all the members after the approval of the Chairperson.
2. Based on the discussion about the performance of students in Examinations, it has been decided to conduct unitwise tests at the end of completion of each unit apart from the regular Mid Examinations.
3. The test can be conducted with minimum 2 questions of elaborative type but not limited to and should be evaluated the next day itself.
4. The members believed that this can improve the performance of the students and will give more time for additional academic activities during the end examinations.
5. It was also decided to give certain parameters or contents to be followed as a guidelines to prepare the Lesson plan and course file so that the system can be universally followed by all the departments.
6. It has been decided to focus more on Final year students and also to equip them with necessary skills to face the Placement drives.
7. The Placement and Training Officer informed that Placement Activity will begin from mid January.
8. The Members suggested PAT office to bring companies from core areas so that students can be given better placements.
9. It has also been decided to prepare mid exam question papers with more analytical type so that students understanding ability can be tested.
10. In order to improve the ambience of the Institution, it has been suggested to Initiate Green Campus activity like planting more trees, Gardening, etc.

11. As there is no others points brought forward, the meeting concluded with thanks notes by the convenor.

Prepared by:




COORDINATOR - IQAC

Dr. N.C.Sendhil kumar

