

## Minutes of the IQAC Meeting


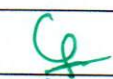


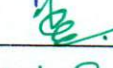
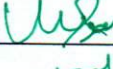


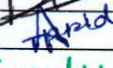

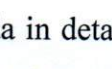
**Date & Time:** 28.04.2018 & 1.30 P.M

**Venue:** IQAC Hall

**Agenda:**

- Status of points discussed in meeting dated 01.12.2017
- Details of Syllabus Coverage
- Mid Exam Result Analysis
- Final year Project details
- End Exam Preparations
- Renovation of Various Playing Grounds
- Faculty Participation in Workshops & Publications
- Placement Details for Present Final Year
- Academic Audit by AAC
- Collection of FeedBacks
- Any other matters b.f by the members

**Members Present:**

S.No	Name	Dept	Designation (Dept / IQAC)	Signature
1	Dr.P.Mallesham	Principal	Chairperson	
2	Dr. CH.G.V.N Prasad	CSE	HOD / Convenor IQAC	
3	Dr.N.C.Sendhilkumar	ECE	Coordinator -IQAC	
4	Prof K.Ashok Babu	ECE	Senior Member	
5	Dr. A.Rama Krishna Rao	H & S	HOD / Member	
6	Dr. C.Veeramani	EEE	HOD / Member	
7	Dr.K.Vinoth Babu	MECH	HOD/Member	
7	Mr.Srinivas.A	MECH	Member	
8	Mr.Rajendrababu	CIVIL	HOD / Member	
9	P.Appala Naidu	IT	HOD / Member	
10	Dr.P.B.Subramanian	CE	CE/Member	

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1. The Coordinator enquired about the status of points discussed in the previous meeting and asked maintain a detailed report on the same point
2. It was informed that Institute Level subscription to swayam under MOOCs was registered on 28.12.2017
3. All Faculties were enquired about the status of Syllabus Coverage\
4. Faculties explained that syllabus were completed on time
5. The chairperson asked about the quality of academic projects and any innovative things done by the students
6. HODs explained about the participation of students in various events and winning medals.
7. The Coordinator asked them to submit a detailed list on the same
8. The chairperson expressed his views on conduct of the End Examinations in smooth manner and to declare the results on time
9. CE explained that all things are set and the office is ready to conduct end examinations and also he explained that as an usual procedure End Examinations question papers were obtained from experts from various other reputed colleges and universities
10. Also details about Placement activity is explained to all the members present
11. It has been Decided to conduct review and Audit of the Academic activities is all as usual by the AAC
12. It was also decided to renovate and provide more facilities to sports activities like Cricket, Volleyball etc and various other indoor games
13. The details Faculty Participation in various Workshops, FDPs and Publications were discussed and it is insisted to have more contribution from Faculty toward Research Publications.
14. Finally it has been decided to conduct academic audit to the faculties individually in order appraisal their performance on or before 10.05.2018.

15. HODs asked about Stock verification in Labs. In reply it has been planned to conduct Stock verification by using the service of faculty form other branches.

16. It has been decided to collect Feed Back from all the students and HODs were asked to analyse the feedback and to report the same to this office within 15days.

The meeting concluded with note of thanks to all the participants by the Convenor.

Prepared by:



**COORDINATOR - IQAC**

**Dr. N.C.Sendhil kumar**

