



Minutes of the IQAC Meeting

Date & Time: 10/03/2021 & 2.30 P.M


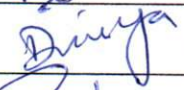
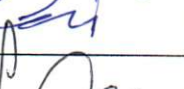


Venue: IQAC Hall

Agenda:

- Commencement/Conduct of physical class/online class for II semester
- Preparation of Handout/Course File
- Preparation/strengthen of various cell activity
- Faculty contribution in workshops and publication
- Establishment/renovation of labs for new courses
- Planning of academic audit for faculty
- Appraisal reg
- Any other matters b.f by the members subject to permission from the chairperson

Members Present:

S.No	Name	Designation in the Institute	Designation in IQAC	Signature
1	Shri. R. Venkat Rao	Chairman		
2	Dr. G. Suresh	Principal	Chairperson	
3	Dr.N.C.Sendhilkumar	HOD, ECE	Coordinator	
4	Prof K. Ashok Babu	Prof/ECE	Member	
5	Dr. A. Rama Krishna Rao	HOD, H & S	Member	
6	Mr.Rajendrababu	HOD, Civil	Member	
7	Mr. Srinivasa Rao. M	HOD, Mech	Member	
8	Dr. P. Balasubramanian	CE	Member	
9	Mrs. D. Sandhya rani	AP/ECE	Member	
10	Dr. N. Sadhasivam	Prof/IT	Member	
11	Mr. Rakesh	AP/EEE	Member	

12	Mr. Ranjith	AP/ Maths	Member	
13	Ms. C. Divya	AP/CSE	Member	
14	Mr. R. Sambasivarao	PED	Member	
15	Mr. L. Satyanarayana	Administrative officer	Member	
16	Mr. R. Venkateswar	Director Campus placement & corporate Relations	Member	
17	Mr. Richard Lobo	Infosys	Employer	Joined through Online
18	Dr. J. Madhavan	Principal, Bhoji Reddy College, Hyderabad	Member from other institution	Joined through Online
19	Mr. R. Srinivas Rao	Student father	Parent	Joined through Online
20	Ms. Pasula Aishwarya	Student/ECE	Student Member	Joined through Online

The chairperson welcomed all the members to the meeting and briefed about the agenda in detail. The Following points were discussed to improve the performance of the students and Faculty during the II semester of the AY 2020-21 along with the action to be taken

1. The Academic Session for year 2020-21 is scheduled to commence from 23.03.2021 and it was discussed to conduct either physical class/ online class based on Covid-19 condition and as per the directions the Government / University
2. It has been decided to update the Content of the Course file for the 2nd semester and it must be verified by designated course file coordinator and the same should be signed by the IQAC Coordinator on or before 02.04.2021.
3. The chairperson discussed the preparation of handouts and should be shared to the students within 10 days without any delay.
4. In continuation to the usage of ICT, all the heads were instructed to instruct the faculty members to use the tools more frequently and also to provide more content beyond syllabus topics
5. The performance of various cell activities and forecomming activities were discussed.
6. The details of faculty contribution/participation in various STTP, FDPs and publication were discussed.
7. Requirement/status of the labs for new courses and renovation of existng labs were discussed.
8. HODs asked about stock verification in labs. In reply it has been planned to conduct stock verification by using the service of faculty from other branches.

9. It has been decided to conduct Academic audit for the faculties individually in order to appraisal their performance on or before 10.04.2021
10. The Coordinator informed that overall Appraisal will be done at the end of semester to analysis and evaluate the performance of the Faculty members
11. All the members who joined through online approved all the decisions made in the meetig.

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

Prepared by:


COORDINATOR - IQAC
Dr. N.C.Sendhil kumar

