



### Minutes of the IQAC Meeting

Date & Time : 04/02/22 & 2.30 P.M


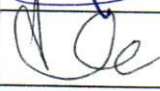

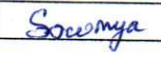
Venue: IQAC Hall

#### Agenda:

- Confirm minutes of the previous meeting
- Commencement of II semester, Subject Allocation/Handout preparation
- Strengthening Civil, Mechanical and EEE admission
- Preparation of NAAC and NBA Accreditation Document
- Strategies of placement activity
- Strategies of NIRF, ARIA and IIC ranking system, updating in VIDWAN portal
- Discussion of various cells activity
- Conduct of Symposium, College Day and Graduation Day Functions
- Proposal/project preparation for funding
- Plan to conduct academic audit process (semester II)
- 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	Dr. G. Suresh	Principal	Chairperson	
2	Shri. Anup Chakravarthy	Secretary	Management Member	
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	Asoc. Prof, 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	Mr.M. Narsimha	PED	Member	
14	Mr. L. Satyanarayana	Administrative officer	Member	
15	Mr. R. Venkateswar	Director Campus placement & corporate Relations	Member	
16	Mr. Dharma Rao	Infosys (SSE)	Alumini Member	Joined through Online
17	Ms. Anga	Open Text	Alumini Member	Joined through Online
18	Dr. J. Madhavan	Principal, Bhoji Reddy College, Hyderabad	Member from other institution	Joined through Online
19	Ms. D. Sowmya	Student/Civil	Student Member	

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.

1. The minutes of the previous meeting are read by the coordinator and confirmed. As per the minutes of the meeting the action taken report is briefly discussed in the meeting
2. Commencement of II semester for the AY 2021-22, subject allocation, preparation handouts for theory/lab, preparation of question bank and distributing the handouts to the students within 10 days from the commencement of II semester and up-dation of books/journals for new courses in the library were discussed.
3. Improving Admission in Civil, Mechanical and EEE department for the AY 2022-23 and reason for less admission of previous year was discussed. It has been advised to encourage the faculty for pursuing Ph.D in reputed institution to meet out the rules of AICTE.
4. The status of NAAC and NBA accreditation process and method of preparation/Uploading of documents was discussed with the department HOD's
5. Chairperson discussed initiatives on placement orientation, departmental requirements on internships, job sector, student profiles etc were shared with the placement officer for placing the students in the reputed companies
6. The status and Strategies of NIRF, ARIA and IIC ranking system, updating in VIDWAN portal is discussed with various department was discussed.
7. It has been advised to various cell coordinator to increase their activity, especially the R&D department to take necessary steps to increase propopsal/ projects for funding also the number of patent/publication for efficient participation in NIRF, ARIA and IIC ranking systems. Cell coordinator were asked to submit their plans and tentative dates for various activity.

8. It has been decided to conduct the following events physically after the pandemic period:  
The events to be Planned are :

- a. Technical Symposium
- b. Culturals and Non Technical Events
- c. College Day and Annual Day Celebrations.


The dates for these evenys will be tentatively First week of May and June. The exact dates will be communicated.

9. Planned to conduct academic audit at any time during the semester

10. All the Hod's were asked to prepare self evaluation report and submit it electronically to IQAC

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

Prepared by:

  
**COORDINATOR - IQAC**  
**Dr. N.C Senthil kumar**

