



**Sri Indu College of Engineering & Technology :: Sheriguda (V), R.R.Dist
UGC Autonomous Institution**

Ref: SIKET/PRL/IQAC/29/2022-23

Minutes of the IQAC Meeting

Date & Time: 08/05/2023 & 2.30 P.M

Venue: IQAC Hall

Agenda:


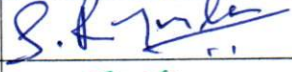


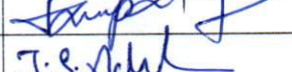
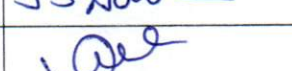
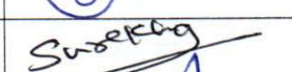


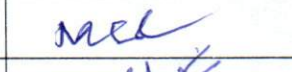




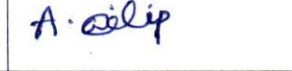
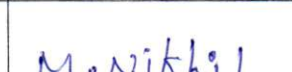
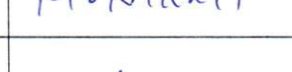

Agenda:

- Discussion on Previous meeting
- Final Year Project Status
- College Day Celebration's
- Conduct of MID II Examinations
- Conduct of End Examinations
- Bio Metric Attendance for Students
- Conduct of Graduation Day
- CRT Program for III Year Students
- Conduct of Green Audit
- Conduct of Internal Audit for all Branches
- NAAC work progress
- Any other matters b.f by the members subject to permission from the chairperson

Members Present:

| S. No. | Name of the Governing Body Member | Designation in the Institute | Designation in IQAC | Signature |
|--------|-----------------------------------|------------------------------|---------------------|-----------|
| 1 | Dr G Suresh | Principal | Chairperson | |
| 2 | Shri.AnupChakravarthy .R | Secretary | Management Member | |
| 3 | Dr.N.C.Sendhilkumar | HOD,ECE | Coordinator | |
| 4 | Prof K.Ashok Babu | Prof / ECE | Member | |
| 5 | Prof A.Rama Krishna Rao | DAE | Member | |

date: 02/05/2023

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|----|----------------------|---|-------------------------------|---|
| 6 | Dr K S SadasivaRao | Dean | Member |  |
| 7 | Dr S R Mugunthan | R&D Coordinator | Member |  |
| 8 | Dr P Balasubramaniam | Controller of Examinations | Member |  |
| 9 | Dr T Charan Singh | HOD CSE | Member |  |
| 10 | Dr K Sampath | HOD IOT | Member |  |
| 11 | Dr Adalene Johnsane | HOD AI&DS | Member |  |
| 12 | Ms.UmaMaheswari | HOD AIML | Member |  |
| 13 | Ms B Surekha | HOD IT | Member |  |
| 14 | Mr.Rakesh | HOD EEE | Member |  |
| 15 | Mr.D Rajendra Babu | HOD , CIVIL | Member |  |
| 16 | Mr.M Srinivasrao | HOD,MECH | Member |  |
| 17 | Ms N Sailaja | HOD H&S | Member |  |
| 18 | Ms.SandhyaRani | AP ECE | Member |  |
| 19 | Mr. R.Venkateswar | Director, Campus Placements & Corporate Relations | Member |  |
| 20 | Mr A Dilip Kumar | ECE | Student member |  |
| 21 | Mr.NikhilKumar | CSE | Student member |  |
| 22 | Ms Thrisha | AI&DS | Student member |  |
| 23 | Dr. J. Madhavan | Professor, Bhoji Reddy College, Hyderabad | Member from other institution |  |

The chairperson welcomed all the members to the meeting and briefed about the agenda in detail. The Following points were discussed by the coordinators and other members present in the meeting to improve the performance of the students and Faculty during the II semester of the AY 2022-23 along with the action to be taken

1. HODs were asked about the completion of project work of final year students. A detailed list to be submitted before scheduling the Examinations.

date: 02/05/23

2. It is informed that College Day Celebrations will be held during tentatively on May 12 of 13th. A detailed discussion on events to be conducted taken place and finalized. Necessary steps can be initiated for students participation in various events as discussed.
3. MID II and END Examination Timetables to be released well in advance.
4. Results of Final year Examinations to be processed within 2 weeks so as to enable students to go for further studies or Job.
5. More number of BIOMETRIC Instruments to be Installed to avoid huge gathering of students and also to save time
6. Tentatively it has been discussed to conduct Graduation during the First week of August after getting necessary permissions from the concerned authorities.
7. CRT programs should be conducted more intensively to make students ready for the placement programs
8. It has been planned to conduct green audit of the campus during the month of July
9. Internal Audit for Academic and Administrative departments will be Initiated at the earliest.
10. It has been informed to conduct analysis on performance of students MID Examinations and to take necessary steps for slow learners based on their performance so that they can pass in the End Examinations.
11. Remedial to be conducted as per the guidelines given already.

The meeting concluded with vote of thanks by the Chairperson


COORDINATOR - IQAC

