WELCOME

IQAC 9th Regular Meeting

Friday, 3rd June 2016

Agenda

- **1. Confirmation of the minutes of the 8th IQAC meeting.**

- **2. Action taken report on the resolutions of 8th IQAC meeting.**

- **3. Issues open for discussion**
  - ➢ **Academic Audit**
  - ➢ **Faculty Training Center**
  - ➢ **Certificate courses**
  - ➢ **Any other item with the permission of Chairperson**

Agenda 1 : Confirmation of the minutes of 8th meeting

- **Following issues were discussed in the last meeting**

  - ➢Academic Audit
  - ➢Faculty Training Center
  - ➢Certificate courses

  I request you to confirm the above items

Action Taken Report on resolutions of 8th meeting

Action Item 2 (a) : Regular Academic Audit

- The honorable members of the IQAC recommended periodical academic audits to ensure the quality of the institution.

- The Principal constituted a committee with four senior faculty members to prepare a common and standard format for Academic auditing covering different criteria, which in turn will be useful to various quality certifying committees like NBA, AICTE, UGC, NAAC, ISO and others.

Action Taken Report on resolutions of 8th meeting

Action Item 2 (a) : Regular Academic Audit

- Format prepared by the committee has to be discuss in HODs meeting and ratified by principal.

- Committees are to be constituted to audit each department

- Observations / strengths / weaknesses are to be discussed and necessary action to be taken for improvement in subsequent IQAC meetings

Action Taken Report on resolutions of 8th meeting

Action Item 2 (b) : Faculty Training Center

The Principal constituted a committee to frame the Curriculum and set guidelines for the assessment of faculty trainees who attend 'In-house Faculty Training'.

The committee members are:

Dr.V.Srinivasa Rao, HOD,CSE (Chairman)

Dr.M.Padmaja, Prof.of ECE (member)

Dr.B.Srinivasa Rao, Prof.of EEE (member)

Prof.B.Raghava Rao, Dept.of ME (member)

The committee is expected to give a power point presentation in the next IQAC meeting

Action Taken Report on resolutions of 8th meeting

The committee has to prepare a detailed report consisting the following.
- Curriculum.
- Guidelines for assessment of faculty trainees
- Period of Training and
- Resource persons

Agenda 2(B) :Faculty Training Center

Curriculum

- Basic teaching skills
- Outcome Based Education
- Modern methods
- Laboratory course
- Project guidance & Research
- Student evaluation

Agenda 2(B) :Faculty Training Center

Assessment of trainees

Methodology to assess the trained faculty

Assessment parameters / standards

Written & oral Communication skills

Content preparedness & delivery skills

Audibility

Usage of Black board

Preparation of PPTs

Use of online course material

Agenda 2(B) :Faculty Training Center

Assessment of trainees

Quoting practical examples

Interaction with students

Discipline

Cross checking their internal evaluation

Body language, Dress code & attitude

Agenda 2(B) :Faculty Training Center

Frequency of conducting the training program

- Normally scheduled once in every year
- However the interval of conducting training program may be   changed if more faculty are recruited in a semester.

Action Item No: 2 (c) Certificate Courses

• All the departments are requested to accelerate the process of conducting certificate courses

• Department of mechanical Engineering conducted certificate course on " ANSYS Software" during 15th May to 30th June 2016.

Agenda 3 (C)

Any other item with the permission of Chairperson.

Any other item