

Velagapudi Ramakrishna
Siddhartha Engineering College
(Autonomous)
Vijayawada, Andhra Pradesh

20th September, 2016

Minutes of 10th Internal Quality Assurance Cell (IQAC) meeting

Minutes of the 10th regular meeting of the Internal Quality Assurance Cell (IQAC) held on Tuesday 20th September 2016 in the conference hall, 1st floor of administrative block at 10.00 AM. Dr. A.V. Ratna Prasad, Principal, called for the meeting and requested Dr. M V S Raju, Prof. of CE, Coordinator, IQAC, to continue with the further proceedings.

1. Dr. Dr A.V.Ratna Prasad	Principal, VRSEC	Chairman
2. Sri. M. Lingeswara Rao	Former Chairman IE(I) Local Center, Vja	Local Society
3. S.R.T.Rama Swamy	Vice – President Efftronics Systems Pvt.Ltd	Industrialist
4. D Ram Babu,	Treasurer, Credai	Construction company
5. Dr. B. Panduranga Rao	Dean, Student affairs	Sr.Admn.office
6. Dr P V Subbaiah	Prof of ECE&COE	Sr.Admn.office
7. Dr. N.Vijaya Sai	Prof.&Head ME	Teacher
8. Sri. M.V.Saibabu	Admin.Officer	Sr.Admn.officer
9. Dr. A. Ratnakar	Prof & HOD,Chemistry In-charge 1st year	Sr.Admn.officer
10. Sri M.Sreeramulu	Librarian	Sr.Admn.officer
11. Dr. K.Hemalatha	Assoc. Prof. – Maths Dept	Teacher
12. Smt C.S.S.Anupama	Assoc. Prof. – EIE Dept	Teacher
13. Sri N Rammohan	Associate Professor, EEE	Teacher

14. Sri. M.Samuel John	Asst. Prof – MCA	Teacher
15. Smt. V. Madhu Latha	Asst.Prof – MBA	Teacher
16. Dr. Praveen Naidu V	Asso.Prof – ECE	Teacher
17. Dr. M.V.S.Raju	Prof of CE	Coordinator of IQAC

Special Invitees Present:

1. Dr. M.Suneetha	Prof&HOD- IT	Special Invitee
2. Dr. G.N. Swamy	Prof & HOD EIE	Special Invitee
3. Dr.L.Anuradha	Professor & HOD MBA	Special Invitee
4. Sri. K.Anji Reddy	Sr.Asst.Professor&HOD MCA	Special Invitee
5. Dr. M. Padmaja	Professor-ECE	Special Invitee
6. Dr. B. Srinivasa Rao	Professor- EEE	Special Invitee
7. Dr. Ch. Srinivas	Professor & HOD CE	Special Invitee

Members Absent:

Sri M. Rajayya, Vice President, SAGTE, Sri P. Lakshmana Rao, Secretary, SAGTE, Dr. N.N. Sastry, Dean, R & D, Dr. V. Srinivasa Rao, Prof. & Head, CSE, Sr. V. Vijaya Maruthi Babu, Training and Placement Officer, Smt. P.Rama Devi, Asst. Professor-IT have not attended the meeting due to their pre-occupations.

The following agenda items were discussed and deliberated upon

Item No:1 Confirmation of the minutes of 9th IQAC meeting held on 03-06-2016

- Dr. MVS Raju, Coordinator IQAC presented the draft minutes of the previous meeting held on 03-06-2016. The IQAC confirmed the minutes without any modifications.

Item No:2 Action taken report on the resolutions of 9th IQAC meeting

- The Coordinator IQAC presented the following **Action Taken Report** on the

resolutions of the 9th IQAC meeting.

Action Item (a) : Academic Audit

Dr. M.V.S. Raju presented the academic audit report for the academic year 2015 - 16.

Action Item (b) : Faculty Training Center (FTC)

Dr. M. Padmaja, Professor-ECE, presented a report on in-house faculty training. She briefed the various topics covered under FTC and assessment methodology of trainees.

Sri S.R.T.Rama Samy raised how to ignite the curiosity of students in learning and think differently. Principal responded that the activity based training is part of the curriculum and 2 or 3 faculty are deputed to industry for training and share the knowledge to students.

Dr. M.Suneetha suggested to incorporate professional ethics as a part of curriculum in the Faculty Training Program (FTP) for all the faculty.

Action Item (c) : Certificate courses

- Dr. M.V.S. Raju presented a report on certificate courses organized by individual departments in the academic year 2015-16. He enquired the challenges for not conducting certificate courses by few departments. Then the departments are positively responded and assured the chairman that the certificate courses will be conducted shortly.

Item No: 3 (a) Best Practices:

Dr.MVS Raju, Coordinator-IQAC, elaborated on different best practices with guidelines and he has invited the members to participate in an open discussion on best practices that are followed by each department.

Dr. N.Vijaya Sai, HOD, Mechanical informed that the affective counseling and modern methods of teaching-learning are used in their department. He also mentioned that the department is encouraging the 2nd year students to work on working models from 2nd year onwards so that it can be shaped to a finished-model at the end of 4th year.

Dr. M.Suneetha, HOD, IT said that MOODLE is very effectively being used in

the department. she added that in addition to uploading of Home Assignments / Assignment questions / lecture notes / etc, MOODLE is further used i) Feedback of faculty, ii) giving a lab task to students, build case studies to lead to mini project, and iii) group tasks may be given using Process Oriented Guided Inquiry Learning, POGIL.

Dr. G.N. Swamy, HOD, EIE said that since their pass percentage is very low, students have been forming in to groups with a combination of brilliant students with weak students so that the weak students may be benefitted.

Dr. Praveen Naidu, Assoc. Professor, ECE said that the ECE department wishes to establish a center of excellence in Electronics and also planning to start an international journal on their own.

Dr. Ch. Srinivas, HOD, CE said that they want to involve the B.Tech students in the consultancy work and also like to attach each PG student to one senior faculty so that they can be molded and trained in various tasks which in turn enhances their suitability in their future profession.

Dr.L.Anuradha, HOD, MBA said that they are concentrating on Entrepreneurship and overall personality development of students, and also conducting Management games.

Sri. K.Anji Reddy, HOD, MCA said that they are using Online Feedback System.

Dr. A. Ratnakar, In-charge, 1st year B.Tech said that they are using MOODLE for submission of home assignments and also planning to conduct a certificate course on Mathematics with MATLAB.

Sri. M. Lingeswara Rao, external IQAC member emphasized the importance of certificate courses in Civil Engineering in AutoCAD and he assured to help in this matter by providing outside field Engineers as resource persons.

Finally it is resolved that.....

- academic audit reports of Engineering departments were presented and lapses were identified and discussed.
- detailed curriculum and assessment methodologies of trainees of FTP were discussed in length and it is suggested to incorporate professional ethics in the curriculum.

- The departments have agreed to conduct certificate courses or promote their faculty & students to online courses.
- adopting Best Practices in all the departments including Sciences and Humanities is unanimously accepted.

Dr A.V.Ratna Prasad, principal of the college thanked all the members for their active involvement and constructive suggestions for improvement.



Dr. M V S Raju
Coordinator- IQAC



Dr. A.V. Ratna Prasad
Principal, VRSEC

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