

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

17th JULY 2015

INTERNAL QUALITY ASSURANCE CELL (IQAC) 6TH REGULAR MEETING

MINUTES

MINUTES OF THE 6th REGULAR MEETING OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC) HELD ON FRIDAY 17th JULY 2015 IN THE CONFERENCE HALL, 1st FLOOR, ADMINISTRATIVE BLOCK AT 10:00 AM. DR. A.V. RATNA PRASAD, Principal called the meeting to order and requested Dr. A. Koteswara Rao, Prof of IT, Dean Academics & Convener IQAC to continue with the further proceedings.

Members Present:

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|---------------------------------|---|------------------|
| 1. Sri. M. Rajayya | Vice – President, SAGTE | Management |
| 2. Sri. M. Lingeswara Rao | Former Chairman,
IE(I) Local Center, Vja | Local Society |
| 3. Dr. A.V. Ratna Prasad | Principal, VRSEC | Teacher |
| 4. Dr. B. Panduranga Rao | Dean, Student affairs | Sr. Admn.officer |
| 5. Dr. V. Srinivasa Rao | Prof & Head CSE | Teacher |
| 6. Dr. K. S. Ramakrishna | Prof & Head ECE | Teacher |
| 7. Dr. N.Vijaya Sai | Prof. of ME, COE, VRSEC | Sr. Admn.officer |
| 8. Dr. A. Ratnakar | Prof & HOD In-charge 1 st year | Sr. Admn.officer |
| 9. Sri. M.V.Saibabu | Admn.officer | Sr. Admn.officer |
| 10. Sri. V. Vijaya Maruthi Babu | T & P officer | Sr. Admn.officer |
| 11. Sri. M. Sreeramulu | Librarian | Sr. Admn.officer |
| 12. Dr. K.Hemalatha | Assoc. Prof. – Maths Dept | Teacher |

The following agenda items were discussed and deliberated upon

Item No:1 Confirmation of the minutes of 5th IQAC meeting held on 10-04-2015

➤ Dr. A. Koteswara Rao, Co-ordinator IQAC, presented the draft minutes of the previous meeting held on 10-04-2015. The IQAC confirmed the minutes without any corrections.

Dr. K. Mohana Rao, Director & Chairman IQAC, VRSEC, Chairperson, Sri. P; Lakshmana Rao, Secretary, SAGTE, Padmasri. T. Kutumba Rao, Journalist, Vijayawada, Sri. K. Raghun, Vice – President (Manufacturing) Liners India Ltd, Sri. S.R.T. Rama Swamy, Vice – President, Efftronics systems Pvt. Ltd, Dr. N.N. Sastry, Dean R & D, Prof of EIE, Mr. G. Sasi Teja, Student IV/IV B.Tech ECE, have not attended the meeting due to pre-occupations.

Members Absent:

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|------------------------|------------------|-----------------|
| 1. Dr. Ch. Srinivas | Prof & Head – CE | Special Invitee |
| 2. Dr M. Suneetha | Prof. & HOD IT | Special Invitee |
| 3. Dr. G.N.Swamy | Prof & HOD EIE | Special Invitee |
| 4. Dr. T.S.R. Chowdary | Prof & DCOE | Special Invitee |
| 5. Dr. P.V. Subbalaiah | Prof & COE | Special Invitee |

Special Invitees Present:

- | | | |
|----------------------------|-------------------|---------------------|
| 13. Smt. C.S.S. Anupama | Assoc. Prof.- EIE | Teacher |
| 14. Sri. Y. Raja Veerendra | Asst. Prof - CE | Teacher |
| 15. Sri. V. Radhesyam | Asst. Prof - IT | Teacher |
| 16. Sri. B. Srinivas | Asst. Prof - MCA | Teacher |
| 17. Smt. V. Madhu Latha | Asst. Prof - MBA | Teacher |
| 18. Dr. A. Koteswara Rao | DEAN, Academics | Coordinator of IQAC |

Item No:2 Action taken report on the proposals of 5th IQAC meeting

- The Co-ordinator IQAC, presented the following Action Taken Report on the resolutions of the previous meeting.

Action Item 1 : Change of Student feedback format

- Dr. Ch. Srinivas, Prof. & HOD CE presented the revised feedback format for discussion before the IQAC. After discussions, the IQAC felt again it has to be discussed with faculty, students, for revision. After the revision it has to be placed before the Principal for further approval.

Action Item 2 : Solid waste disposal

- It is informed to the IQAC, that quotations are submitted to the management for approval of Sewage treatment plan and progress of construction work of Compost pit.

Action Item 3 : initiative towards effective functioning of the Research groups

- Dr. A. V. Ratna Prasad, Principal informed that formation of various research groups with the faculty of Engineering Departments to encourage paper publications, Sponsored Research Projects and Research Work towards patents. He also informed that the suggestions & directions given to the faculty for improving research quality in the college.

- Sri. M. Rajayya, Vice – President, SAGTE and Convenor of the college advised that every department should have interaction with industry to improve industry institute relations. He also informed that the management will certainly help and use their good offices in this direction, if any department requires assistance.

Item No: 3 To discuss issues related to Autonomous System.

a) Revaluation

b) Auditing of question papers

c) Conduct of Semester end examinations.

- Dr. P.V.Subabiah, Prof of ECE & COE, informed that the various steps are being in process for quality of question papers and revaluation of semester end examination answer scripts of the students.
- Dr. K.S. Ramakrishna, Prof & HOD ECE suggested that personal verification of answer scripts by the candidates may be introduced for more transparency.

❖ After discussions, it is resolved that the proposal of personal verification of answer scripts of semester end examinations to be placed in HODs meeting for final decision and to enquire what are the procedures following in this direction by other Private Autonomous Engineering Colleges in the State.

- Dr. T.S.R.Chowdary, Prof of CE & DCOE, informed that the procedures are being followed for conducting semester end examinations. He also informed that a separate examination halls are required in order to organize semester end examinations smoothly in view of increased strength without disturbing class work.

Item No: 4 Any other item with the permission of Chairperson.

- **Sri. M. Lingeswara Rao**, Former Chairman, IE(I) Local Center, Vijayawada, suggested that services of our staff and students services may be provided during Krishna Pushkarams time in the year 2016 for the benefit of pilgrims. It will give much prominence to the institution.

Dr. A.V. Ratna Prasad, Principal of the college thanked all the members for

their active involvement.

(Dr. A. Koteswara Rao)
Dean Academics & Convener IQAC

(Dr. A.V. Ratna Prasad)

Principal

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PRINCIPAL
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