

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

31st December, 2015

Minutes of 7th Internal Quality Assurance Cell (IQAC) meeting

Minutes of the 7th regular meeting of the Internal Quality Assurance Cell (IQAC) held on Friday 31st December 2015 in the conference hall, 1st floor, 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.

Members Present:

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

15.Sri N Rammohan	Associate Professor, EEE	Teacher
16. Sri A.Vijay Shanker,	Associate Prof, CSE	Teacher
17.Smt. C.S.S. Anupama	Assoc. Prof.- EIE	Teacher
18.Sri. G.Siva Sankar	Asst. Prof - CE	Teacher
19.Smt. P.Rama Devi	Asst. Prof – IT	Teacher
20.Sri. M.Samuel John	Asst. Prof - MCA	Teacher
21.Dr. M.V.S.Raju	Prof of CE	Coordinator of IQAC

Members Absent:

Sri P.Lakshmana Rao, Secretary, SAGTE, Sri.S.R.T.Ramasamy, Vice-President, Efftronics Systems Pvt. Ltd., Smt. V. Madhu Latha, Asst.Prof, MBA and Mr. DVSN V Surya Praveen, Student, 3/4 B.Tech (CE) 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 6th IQAC meeting held on 17-07-2015

- Dr. MVS Raju, Coordinator IQAC, presented the draft minutes of the previous meeting held on 17-07-2015. The IQAC confirmed the minutes without any modifications.

Item No:2 Action taken report on the proposals of 6th IQAC meeting

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

Action Item (a) : Revaluation

- “Personal verification of answer scripts” proposed by one of the members of IQAC held on 17th July 2015, was discussed in HODs meeting held on 03rd Dec. 2015 and decided to go for 100% spot valuation. It is expected that it will help to reduce the percentage of students opting for revaluation. However it is proposed to introduce challenge valuation in future.

Action Item (b) : Auditing of question papers

- As per the presentation given by the CoE the quality and the confidentiality of the question papers are maintained and procedures are well observed subjected to the satisfaction of the CoE and the Principal.

Action Item (c) : Seating arrangement for Conduct of Semester end examinations

- Following necessary steps are initiated to increase the infrastructural facilities for smooth conduct of examinations
- 1) The 3rd floor of new block is completed.
 - 2) The extension of 2nd floor of ME block is in progress.
 - 3) Construction of 2nd floor on CE block is under proposal for further enhancement of floor area.

Item No: 3 (a) Quality of Student Projects:

Dr.MVS Raju, Coordinator, has invited the members to participate for open discussion on quality of student projects after presenting the current status of evaluation system. Dr.MVS Raju, Coordinator stressed on the importance of pre requisite courses, training with industry experts for quality student projects, etc.

1. Dr.AV Ratna Prasad, Principal has expressed that by conducting FDPs in advanced areas of technology, quality of the projects can be improved.
2. With reference to the guide lines for assessing the best project, Dr.N N Sastry mentioned that the only criteria to assess the best project is getting patents and publications. However it is differed by other members as the time is limited to either publish papers in quality journals or to apply for patents in UG level, then principal accepted to prepare guide lines for the assessment of best project and also suggested that the authorization may be given to external examiner to select the best project as per the guide lines. The best projects from each department should be recognized and appreciation certificates, as suggested by Dr.MVS Raju , coordinator, may be given to concerned faculty and students in annual college day celebrations which motivates other students and faculty.
3. Dr.V.Srinivas Rao HOD of CSE suggested to start incubation centers in each department and involve students in faculty research activities. The Convener in turn responded and directed Dr. N N Sastry, Dean, Research & Development to take up necessary steps in establishing the incubation centers.
4. With reference to the industry institute interaction, the Principal has mentioned that Industry Institute interaction will certainly improve the quality and outcome of the student projects. In this context, he also mentioned that the departments of CE and EEE have already conducted meetings with industrial experts and other departments are also planning to organize the same meetings soon.

Item No: 3 (b) Certificate courses

Dr MVS Raju, Coordinator of IQAC proposed to conduct certificate courses in all the departments. He also highlighted the benefits of conducting the certificate courses such as Reputation of the college, social responsibility, etc.

1. Convener of the college positively responded on conduct of certificate courses and directed Dr B Panduranga Rao, Dean of Students affairs to finalize the guidelines for conducting the Certificate courses in all departments in consultation with Dr N N Sastry, Dean Research & development.
2. It is decided to conduct at least one Certificate course in each department every year.
3. During the discussion on certificate course – the Convener, our college asked Mr Rammohan, Asso. Professor of EEE department to do “Energy Audit” in our college and promised to implement the recommendations of the department by sanctioning the necessary funds. However, the department has already submitted proposals to academy to save energy related to street lights in the first phase.

Finally it is resolved

- to conduct F D Programs in new areas to improve the quality of Student projects.
- to prepare the guide lines by a committee for selecting the best project from each department and to award appreciation certificates to concerned faculty and students in annual college day celebrations.
- to conduct Industry - Institute interaction meetings by all departments
- to take up necessary steps in establishing the incubation centers. The convener of our college directed Dr N N Sastry, Dean, Research & Development to initiate constructive steps in this regard.
- to conduct at least one Certificate course in each department every year. The convener of our college directed Dr B Pandu Ranga Rao, Dean, Student affairs in consultation with Dr N N Sastry, Dean, Research & Development to take up necessary initiatives.

Dr A V Ratna Prasad principal of the college thanked all the members for their active involvement


(Dr. M V S Raju)
Coordinator- IQAC


(Dr. A.V. Ratna Prasad)
Principal, VRSEC

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