

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

22nd April, 2016

Minutes of 8th Internal Quality Assurance Cell (IQAC) meeting

Minutes of the 8th regular meeting of the Internal Quality Assurance Cell (IQAC) held on Friday 22nd April 2016 in the conference hall, 1st floor, administrative block at 11.30 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. Dr A.V.Ratna Prasad	Principal, VRSEC	Chairman
2. Sri. M. Lingeswara Rao	Former Chairman, IE(I) Local Center, Vja.	Local Society
3. Dr. B. Panduranga Rao	Dean, Student affairs	Sr. Admn.officer
4. Dr. N.N. Sastry	Dean, R & D	Sr. Admn.officer
5. Dr P V Subbaiah	Prof of ECE&COE	Sr. Admn.officer
6. Dr. V. Srinivasa Rao	Prof. & Head CSE	Teacher
7. Dr. N.Vijaya Sai	Prof.&Head ME,	Teacher
8. Dr. A. Ratnakar	Prof & HOD,Chemistry In-charge 1st year	Sr.Admn.officer
9.Sri. V. Vijaya Maruthi Babu,	Head (T&P)	Sr.Admn.officer
10. Dr. K.Hemalatha	Assoc. Prof. – Maths Dept	Teacher
11.Sri N Rammohan	Associate Professor, EEE	Teacher
12.Sri. G.Siva Sankar	Asst. Prof - CE	Teacher
13.Smt. P.Rama Devi	Asst. Prof – IT	Teacher
14.Sri. M.Samuel John	Asst. Prof - MCA	Teacher

15 Smt. V. Madhu Latha

Asst.Prof – MBA

Teacher

16.Dr. M.V.S.Raju

Prof of CE

Coordinator of
IQAC

Members Absent:

Sri M. Rajayya, Vice President, SAGTE, Sri P. Lakshmana Rao, Secretary, SAGTE, Sri S.R.T. Ramasamy, Vice-President, Efftronics Systems Pvt Ltd, Sri M.Sreeramulu, Librarian, Smt C.S.S.Anupama, Assoc.Professor, Sri A.Vijaya Shankar, Assc.Professor, Sri DVSNV 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 7th IQAC meeting held on 31-12-2015

- Dr. MVS Raju, Coordinator IQAC, presented the draft minutes of the previous meeting held on 31-12-2015. The IQAC confirmed the minutes without any modifications.

Item No:2 Action taken report on the resolutions of 7th IQAC meeting

- The Co-ordinator IQAC, presented the following **Action Taken Report** on the resolutions of the 7th IQAC meeting.

Action Item (a) : Quality of student projects

The honorable members of the IQAC recommended that,

1. Conducting FDPs will help both faculty and students to do projects in new areas of technology
 2. Inviting the industrial problems as student projects by maintaining the Industry-Institute interaction.
 3. Establishing Incubation centers and involving students in faculty research
- A good response was received from all the departments in conducting Faculty Development Programs (FDPs) and Industry-Institute Interaction meetings. FDPs and Industry-Institute Interaction meetings conducted as well as proposed by various departments are presented by the Coordinator of IQAC.
 - As per the suggestion of Dr N N Sastry, If any meritorious student or group of

meritorious students are coming forward in doing projects, they may be encouraged to take up innovative projects of their choice, keeping aside the regular practice of making groups.

- Principal announced that the individual departments can create an option for the students to do the project for the whole semester in VR16 curriculum.
- Dr.N.N.Sastry asked the HODs to visit EEE department to understand the concept of establishing the 'project –room' and what type of projects the students did and the effort made by the faculty.

Action Item (b) : Certificate courses

- It was decided by the members of the IQAC committee that at least one course per year should be conducted by each department.
- All departments proposed one certificate course as per the decision taken in 7th IQAC meeting. The certificate courses proposed by various departments along with tentative dates are presented by the Coordinator in 8th IQAC presentation.
- Dr N.N.Sastry recommended that an audit should be conducted on the outcome of the certificate courses.

Item No: 3 (a) VRSEC- Teacher Training School:

Dr.MVS Raju, Coordinator, has invited the members to participate for open discussion on VRSEC-Teacher Training School (TTS) after presenting the need and its importance in the college.

Dr.Subbiah asked whether it is happening anywhere in our country? Principal Dr. A V Ratna Prasad said that it is running in VIT.

1. Dr. V.Srinivasa Rao suggested the name as "Center for learning" in place of 'Teacher Training School'. (Center for Faculty Training/ Center for Teacher Training)
2. Dr. N N Sastry, Dean, Research & Development suggested that there is a need to develop a separate infrastructure facility to conduct this training.
3. Principal suggested that there should a separate committee to be constituted to frame the syllabus and assessment methodology of trainees and to look after the T T School.

Item No: 3 (b) Regular Academic Audit

Dr MVS Raju, Coordinator of IQAC explained the importance of auditing and criteria for which audit is required. He also distributed evaluation sheets of audit with 80 points for perusal by the members.


1. Principal and Dr N.N.Sastry suggested to have a common standard format of auditing different criteria that will be useful to submit for NBA, NAAC and ISO and reduce the work load on the departments.
2. Dr A V Ratna Prasad, Principal recommended a committee to develop a simple and common format of auditing for different criteria.
3. In connection to the above Dr.N.N.Sastry expressed the need for the college automation.

Finally it is resolved

- to establish Teacher Training School for the newly appointed teachers in the college.
- to form a committee to frame the syllabus and guidelines for assessment of trainees of TTS.
- to form a committee to frame the policies, to check the employability and outcome of the certificate courses.
- to constitute a committee to develop a simple and common format of auditing different criteria that is useful to NBA, NAAC and ISO.

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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