

Date: 13th February 2020

**MINUTES OF THE MEETING OF IQAC CELL HELD ON 12TH FEBRUARY 2020 AT
2.30 P.M. IN THE DIRECTOR'S CHAMBERS.**

The Chairman of IQAC Cell has convened a meeting of all the members of the IQAC Cell of the Institution on 12th February 2020 at 11.10 A.M in the Director's Chambers and discussed the following important academic issues:

- At the outset the Chairman of IQAC welcomed all the members and informed that the DVV data reports have been uploaded to the NAAC Board and within a week or ten days the NAAC board may ask us to suggest the probable dates for inspection. He said we should be ready for inspection during the last week of February or first week of March. He discussed in length about various arrangements that are to be carried out before the inspection, especially related to the teaching learning procedures and measures that we are adopting in the Institution. He requested all the members to inform the faculty and lab staff to focus on this issue and keep all the files and lab records up-to-date with relevant data which we may have to show to the Inspection team. He said everyone should be alert in preparing various documents pertinent to the Inspection and our attention should not deter even on minute things as it will have impact in overall grading being given by the Board. Hence, everyone should take utmost responsibility and concentrate from now on to keep ready all the documents which we may have to submit to the NAAC for inspection. He reiterated once again that the information which we have projected in our Reassessment should not deviate in any aspect with the information which we are going to show to the Inspection Team. He requested all the members to inform their faculties to start the work immediately to avoid confusion and last minute hurry in keeping ready various documents and files. The Chairman advised the Deans and HoDs to ask the faculty in-charges of various labs that they should thorough with all the usage of the equipments and experiments of their particular Lab, so that when an inspection team member asks them about the equipment and to perform the experiments, they should be in a position to explain about the equipment and perform the experiments immediately. All the lab in-charges should be well acquainted with the experiments of their particular labs.
- The IQAC Chairman reviewed the marks analysis of IV/I of all the branches. He said that the results are not up to our expectations as we aim to accomplish minimum 90% of results especially in IV year. He discussed various parameters to improve the results and requested the members to focus on this important issue and bring the awareness among the students to get good percentage of marks to attain placements in reputed organizations. Faculty should be informed to concentrate on obtaining good results in final year as the students are the sufferers at the end of the course since they will be

- denied for good placements in reputed organizations, even if they have one or two backlogs. The Chairman also informed the members to monitor frequently the IV year students' late attendance and counsel them to attend the classes regularly and punctually.
- The Chairman enquired about the arrangements regarding the TECH SAMPRATHI 2K20 and PHARMA SAMPRATHI 2K20 and requested the conveners of the above two events to make all arrangements to propagate enormously the Fests among the students of nearby colleges to attract more participation of students for presenting papers and posters during the events.
 - The IQAC Chairman informed the members that on behalf of the Institution, the Dean, School of Engineering has submitted to MSME for recognizing our Institution as Innovative Institution Centre and if our Institution is recognized as the Centre for Innovation, we may get funding to the tune of more than a crore from MSME. The MSME Inspection team may visit our Institution any time and hence Chairman suggested the members to keep at least 3-4 good innovative projects and arrange them in the Incubation Centre and/or Robots Lab for the Inspection team to examine our innovative ideas and projects. The Chairman suggested that we should also give a presentation on the day of inspection on innovative activities being carried out in the Institution and all the senior faculty are requested to be ready in all aspects to exhibit their innovative ideas and projects to the Inspection team. The active faculty of the Departments should interact with the inspection team to divulge their innovative ideas. He suggested that every department should come with 5-10 innovative ideas and also should identify the students who are really capable of generating some new innovative ideas. He asked the members to identify at least 200 students from all the Departments and suggested that faculties should conduct meetings with the students during sports hour or library hour and conduct brain storming sessions to enable the students to get good innovative ideas. He asked the members to devise various methods to bring awareness among the students; encourage them; and train them to transform their ideas to focus on innovation as innovation is the order of the day and we need to focus more on this crucial competition to get good name and fame not only to the Institution but also to the students which enable them to start their own start-ups. He requested the members to give wide publicity among the students and faculty and sensitize them as sensitization is very important in innovation. The members have been informed to motivate and bring awareness among the faculty and students to focus on this issue. He said that we need to change our traditional methods and adopt innovative methods to bring out the talent among the students and faculty.
 - In view of JNTUH and NAAC inspections, the Chairman once again informed the members to be more cautious and alert in completing all the tasks required for the inspection procedures.

The Chairman thanked all the members and concluded the meeting at 12.30 P.M.

To
The Co-Ordinator, IQAC


CHAIRMAN, IQAC.

Date: 11th January 2020

**MINUTES OF THE MEETING OF IQAC CELL HELD ON 10TH JANUARY 2020 AT
2.30 P.M. IN THE BOARD ROOM.**

The Chairman of IQAC Cell has convened a meeting of all the Conveners of various Committees of the Institution on 10th January 2020 at 2.30 P.M. in the Board room and discussed the following important issues related to the forthcoming NAAC inspection.

All the Deans, Heads of the Departments and Conveners of various Committees have attended the meeting.

The IQAC Chairman informed the members that the meeting with the Conveners/Co-ordinators of the Committees is mainly to review the data in the files and reports related to the Committees which we may have to show to the NAAC Inspection Committee. He said that the Conveners of all the Committees have already provided the information pertinent to their respective Committees which was already uploaded in the NAAC Reassessment Report. He requested the Conveners to go through all the information meticulously whatever they have provided to the NAAC Co-ordinator and advised them that the files should be in order with all the relevant data from the Academic Years 2014-15 to 2018-19 and there should not be any deviation in any aspect other than the information uploaded to the NAAC. He said that the activities conducted during 2019-20 i.e. current academic year also should be prepared and make them up-to-date by the time the NAAC Inspection Committee visit us. He requested the in-charges of important committees viz. R&D Consultancy, EDC & Industry Interaction Cell etc. to focus their devotion to up-date the relevant files and asked the HoDs/Deans to check the files along with the in-charges of the above core committees. The in-charges should also verify whether all the information pertaining to the committees have uploaded in our Website in a proper format. If any important paper or information is missing the same should be identified immediately and bring to the notice of the Website in-charge for incorporating in the website immediately. All these processes should be completed and ready for the inspection at any time. The in-charges should focus on the contents, clarity and the looks of the files which are very important issues.

In the first phase, the following important committee files are to be checked and verified and the Chairman allocated the responsibilities to the Deans & HoDs to verify all the files, data and reports of the Committees as mentioned below. He requested the members to complete this process within 10 days and submit a report to IQAC Convener. Then the second phase of the verification process of other remaining committees will be taken up. He said that each and every point should be verified scrupulously and there should not be any mistakes, omissions or deviations in the committee files.

1. Dr. Ch. Krishna Mohan, Dean, School of Pharmacy - Industry-Interaction Cell.
2. Dr. G. Janardhana Raju, Dean, School of Engineering - Academic Committee.
3. Dr. T. Ravindra Reddy, Dean, School of Management Sciences – Alumni & Anti Ragging Committee.
4. Dr. G. Subba Rao, HoD, Civil Department – R&D Cell.
5. Dr. K. Rameshwaraiah, HoD, CSE Department – Sports, NSS, NCC, Arts, Cultural, Literary & Hobbies Committee.
6. Dr. M. Abdul Khadar Baba, HoD, ECE Dept. - Career guidance, Training & Placement Cell.
7. Mr. E. Chandrasekhar, HoD, H&S Department – Sexual Harassment & Eradication Cell.

Dr. P. Ramesh, Convener-IQAC will be the overall in-charge of the above committees to verify the final data and reports of all the files.

The Convener also discussed with the members about the organizing of Cultural Activities during the NAAC Committee visit. He advised the members that the cultural programs should be message oriented, more creative, patriotic, scientific renovation, educative and human harassment etc. He asked the members to plan to conduct around 10-12 programs on that day. He requested the members to plan and prepare accordingly and identify the best students who can perform well.

Before concluding the meeting, the Chairman informed the members that we may conduct mock inspection for two days during the first or second week of February and we will invite experts from outside to check and verify the documents. He said that by 20th February, we will complete the verification process of all the important Committees. He advised the members to go through the Website daily and if there are any omissions or corrections to be made, the same should be carried out immediately.

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Convener- IQAC

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Minutes of the Meeting of IQAC held on 28/1/2019 at 2.30 P.M. in the Board room.

The following members were present:

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| 1. Dr. C.V. Krishna Reddy | Director & IQAC Chairman, |
| 2. Dr. G. Janardhana Raju | Dean, School of Engineering, Member |
| 3. Dr. Ch. Krishna Mohan | Dean, School of Pharmacy, Member |
| 4. Dr. T. Ravindra Reddy | Dean, School of Management Sciences, Member |
| 5. Dr. P. Ramesh | Head, Dept. of EEE & IQAC Convener |
| 6. Dr. K. Rameshwaraiah | Head, Dept. of CSE, Member |
| 7. Dr. Abdul Khadar Baba | Head, Dept. of ECE, Member |
| 8. Dr. G. Subba Rao | Head, Dept. of Civil Engg. Member |
| 9. Mr. E. Chandrasekhar | Head, Dept. of H&S, Member |
| 10. Dr. A. Mahesh Babu | Professor, Dept. of Civil Engg. Member |
| 11. Dr. P. Subbaiah | Professor, Dept. of ECE, Member |
| 12. Dr. S. Surendranath | Professor, Dept. of Mech. Engg. Dept. Member |
| 13. Dr. B. Shashidhar | Professor, Dept. of CSE, Member |
| 14. Dr. P. Gopinadh Rao | Professor, MBA, IQAC Member |
| 15. Dr. Rahsmi Trivedi | Professor, H&S Dept. Member |
| 16. Dr. B. Sree Giriprasad | Professor, School of Pharmacy, Member |

At the outset the Chairman welcomed all the members for the meeting and discussed the following agenda items:

Agenda items:

1. Confirmation of the Minutes of the last IQAC meeting
2. Action taken report on the previous IQAC meeting
3. To review the grades of NAAC and NBA.
4. Enhancement of quality in teaching-learning process
5. Review of academic activities.
6. Any other matter with the permission of the Chair.

Item No: 1: The IQAC members have gone through the Minutes of last meeting and confirmed the Minutes.

Item No: 2: Action taken report on the previous IQAC meeting.

The members have gone through the Departmental action reports submitted for the last academic year and noted that all the activities have been conducted in the departments.

Item No: 3: To review the grades of NAAC and NBA.

The Chairman shared his views with the Committee members about the NAAC and NBA Grades. The Chairman expressed his happiness that the NBA has awarded accreditation for three courses viz. ECE, CSE and Mechanical Engineer for a period of 3 years. However, he said that NAAC has awarded B+ grade to our Institution which is not with our expectations as we were aspiring to get A grade which would have been facilitate us to apply for autonomous status in 2019-20. The Chairman said that we have to go through all the NAAC criterions and sub-criterions and the grades and points awarded by the NAAC inspection team, to find out where we are lacking to reach their expectations to award A grade. After some discussion, it was decided to work out on various modalities to apply for NAAC reassessment during the next year i.e. 2019-20 to attain our expected target of A+ grade. The reassessment works should be commenced in due course of time.

Item No: 4: Enhancement of quality in teaching-learning process

The Chairman informed the members that faculty members should focus on teaching to attain good pass percentage with good grades. He said that the placements are related with the percentage of marks obtained by the students and faculty should focus on weak students and see that they understand the subject well and if necessary take extra classes to help the weak students. He said that under any circumstances the institution should get 80-85% pass results. Teachers should strive hard to enhance their teaching methods and take the responsibility of attaining good results to our Institution.

Item No: 5: Review of Academic Activities:

The Chairman has gone through the academic activities of all the Departments like organizing National Seminars, Guest Lectures, Tech.Samprathi etc. in 2019-20. He advised the members to initiate all the works related to the Seminars etc. well in advance and plan properly to conduct the events successfully.

The Chairman thanked all the members and concluded the meeting.




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Minutes of the Meeting of IQAC held on 10/01/2019 at 2.30 P.M. in the Board room.

The following members were present:

1. Dr. C.V. Krishna Reddy	Director & IQAC Chairman,
2. Dr. G. Janardhana Raju	Dean, School of Engineering, Member
3. Dr. Ch. Krishna Mohan	Dean, School of Pharmacy, Member
4. Dr. T. Ravindra Reddy	Dean, School of Management Sciences, Member
5. Dr. P. Ramesh	Head, Dept. of EEE & IQAC Convener
6. Dr. K. Rameshwaraiah	Head, Dept. of CSE, Member
7. Dr. Abdul Khadar Baba	Head, Dept. of ECE, Member
8. Dr. G. Subba Rao	Head, Dept. of Civil Engg. Member
9. Mr. E. Chandrasekhar	Head, Dept. of H&S, Member
10. Dr. A. Mahesh Babu	Professor, Dept. of Civil Engg. Member
11. Dr. P. Subbaiah	Professor, Dept. of ECE, Member
12. Dr. S. Surendranath	Professor, Dept. of Mech. Engg. Member
13. Dr. B. Shashidhar	Professor, Dept. of CSE, Member
14. Dr. P. Gopinadh Rao	Professor, MBA, IQAC Member
15. Dr. Rahsmi Trivedi	Professor, H&S Dept. Member
16. Dr. B. Sree Giriprasad	Professor, School of Pharmacy, Member

At the outset the Chairman welcomed all the members for the meeting and discussed the following agenda items:

Agenda items:

1. Confirmation of the Minutes of the last IQAC meeting.
2. To go through the Action Taken Reports prepared by the Departments for the AY 2018-19.
3. Enhancement of quality in teaching-learning process.
4. Integrate the flipped videos in social media
5. To review the status of NAAC and NBA accreditation processes
6. Any other matter with the permission of the Chair.

Item No: 1: The IQAC members have gone through the Minutes of last meeting and confirmed the Minutes.

Item No: 2: Action taken report on the previous IQAC meeting.

The members have gone through the Departmental action reports submitted for the last academic year and noted that all the activities have been conducted in the departments.

Item No: 3: To prepare the action taken reports for the Academic Year 2018-19.

The members suggested that the Departments should prepare the action taken reports for the academic year 2018-19 for implementing the same in the respective Departments in a systematic manner.

Item No: 4: Enhancement of quality in teaching-learning process

The Chairman advised that every department should strive hard to achieve the teaching objectives by adopting various instructional tools with perfect planning by using some techniques like flipped blending teaching for all the courses. The faculty should focus on this issue and work hard for the improvement of results. HoDs have been requested to bring this to the notice of the faculty members to attempt all teaching methods especially for slow learners to guide and help them to get through the examinations. The Chairman also suggested that all the course files with relevant data should be ready before the commencement of the Academic year.

Item No: 5 Integrate the flipped videos in social media.

The members discussed this issue and suggested that faculty should place the videos of their lectures in social media, which would benefit not only to enhance their academic credentials and also propagate the Institution in the academic arena. This should be brought to the notice of all the faculty members for immediate implementation.

Item No: 6: To review the status of NAAC/NBA Accreditation Processes.

The Chairman reviewed the works related to the NAAC and NBA accreditation processes and advised the members to speed up the work. The members informed that all the Departments are carrying out the relevant works related to the NBA and NAAC. The Chairman said that top priority should be given to these works and see that all the criterion summaries are prepared with utmost care for final submission. facilitate us to apply for autonomous which is our target.

The Chairman thanked all the members and concluded the meeting at 4 P.M.




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