

# ADITYA COLLEGE OF ENGINEERING

(Affiliated to JNTU, Kakinada & Approved by AICTE, New Delhi)  
Aditya Nagar, ADB Road, Surampalem-533437.

## CIRCULAR

29 March 2019

All the members of the IQAC are hereby informed that the meeting of the IQAC will be held on 02nd April 2019, Tuesday at 2.30 PM in the Conference Room with the given agenda. In this connection, all the members are requested to attend the meeting without fail.

### AGENDA

- 1) Review of the result of re-appeal to NAAC
- 2) Review of processes related to Academics and R &D
- 3) Organize meetings with the stakeholders
- 4) Organize academic audits
- 5) Plan for technical Workshops/Seminars for AY 2019-20
- 6) Plan to conduct Workshop/Seminar on IPR, Gender Equality, innovative practices
- 7) Plan to offer certificate courses
- 8) Plan to encourage students to take up internships
- 9) Requirements of staff and faculty members and to recruit more Ph.,Ds.
- 10) Requirements of laboratory equipment according to new syllabus/Books/Consumables
- 11) Plan for training in domain areas as well as for placements
- 12) Encourage students and staff members to appear for NPTEL-SWAYAM courses
- 13) Recommendations from IQAC
- 14) Any other point with the approval from Chair



Dr. K.V.S.R. Murthy  
Convener, IQAC Cell

Cc to:

- 1) Dr A. Ramesh, Chairman-IQAC
- 2) Dr Pullela S.V.V.S.Ravi Kumar, HOD-CSE
- 3) Mr G. Rama Krishna, HOD-ECE
- 4) Mr K. Manoj Kumar Reddy, HOD-EEE
- 5) Mr Y.K.S. Subba Rao, HOD-ME
- 6) Ms T. Veerraju, Associate Professor-CSE
- 7) Mr M. Somi Reddy, Assistant Professor-EEE
- 8) Dr R. Giri Prasad, HOD-PT
- 9) Mr M. Srinivas, HOD-H&BS
- 10) Mr T.N.V.S. Rama Chandran, AO
- 11) Mr B. Chandra Mouli, Parent
- 12) Mr G. Krishna Satya Sai, Student
- 13) Ms J. Surekha, Student
- 14) Mr E. Ramakrishna Chaitanya, Alumni

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## MINUTES OF THE MEETING OF IQAC CELL HELD ON 02-04-2019

Minutes of the meeting of IQAC Cell of Aditya College of Engineering held on 02-04-2019 at 2:30 PM in the Conference Room with the following agenda:

- 1) Review of the result of re-appeal to NAAC
- 2) Review of processes related to Academics and R &D
- 3) Organize meetings with the stakeholders
- 4) Organize academic audits
- 5) Plan for technical Workshops/Seminars for AY 2019-20
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The meeting of IQAC Cell was commenced with the welcome note by Convener-IQAC, Dr K.V.S.R. Murthy to all the members present. The Convener presented the agenda along with recommendations and requested the Chairman to throw light on the issues and the discussion was started. The points of the agenda were discussed and the resolutions were made.

The Chairman-IQAC welcomed all the members to the meeting and appreciated everyone who worked for Accreditation process and anticipated the same contribution in future also. Further, Chairman reviewed and discussed about the points of agenda by considering the points of agenda.

## MINUTES AND RESOLUTIONS

- 1) The Chairman explained the process of re-appeal to NAAC for revising the grade but no change in the grade is given by NAAC. Further, Chairman appreciated and encouraged the entire team to gear up further to improve the quality in our system to score more points in future.
- 2) The Chair reviewed all the processes which are adopted in achieving the quality in Academics and Research and Development and suggested to improve the results and also suggested the activities in R & D through which, the exposure can be given to students.
- 3) All the members unanimously decided to organize a meeting with all the stakeholders as this input is very useful to improve the quality further. The Chairman suggested organizing these meetings on any Sunday as everybody is free. But the members reminded that Parents' meet can be conducted on Sunday and other meetings can be conducted on any working day and the Chairman accepted and directed to organize meetings and record the minutes.


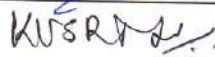
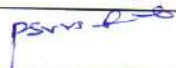

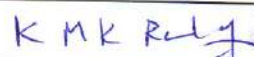
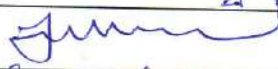
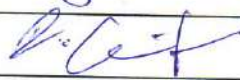
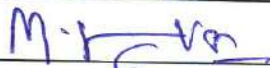



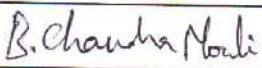
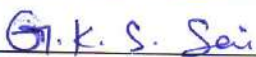
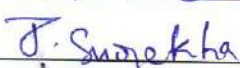


- 4) The Chairman alerted all the members about the teaching-learning processes, conduct of examinations and evaluation. Further, it is anticipated by the Chair that all the marks and attendance particulars are to be noted properly and these processes will be subjected to Academic Audit internally first. Teams will be constituted for this purpose to conduct audit smoothly.
- 5) The Chairman directed all the members to plan to conduct technical workshop/seminars by inviting eminent people from various reputed institutions. Further, he encouraged to identify the key areas and people for this purpose.
- 6) The Chairman also directed to plan to conduct important workshops/seminars or some activity on Intellectual Property Rights (IPR), Gender Equality along with some innovative practices.
- 7) The Chairman reviewed the certificate courses which have been conducting for the students and suggested to add any other course further.
- 8) The Chairman asked all the members to encourage the students to take up internships during the summer and semester gaps and suggested to contact the Placement Officer to contact HR people of different companies for internships. Further, he suggested encouraging the first year students to take up internships/trainings etc.
- 9) The members discussed about the quitting of certain faculty members and their requirement of faculty for the forth coming academic year. The Chairman discussed the requirement department wise and asked the members to submit a consolidated report soon to initiate the recruitment process. Further, The Chairman anticipated recruiting Doctorates in all the departments to improve the Research and Development activity in the campus which will be useful for the students and faculty members also to carry out their research programmes.
- 10) The Chairman announced and discussed about the new regulations (R 19) issued by the University and asked the members to check for the changes both in theory papers and practical, if any. Further, The Chairman of IQAC directed to inculcate the culture of 'Design Thinking' among students and proposed to emphasize on 'Engineering Exploration Projects'. Similarly, The Chairman alerted to check the laboratory equipment required as per the new regulations and submit a report immediately.
- 11) The Chairman enquired and discussed about the trainings required to enhance the knowledge levels among the students and faculty members. Chairman suggested to identify the gaps and asked to organize the Seminars/Workshops/Activity to enhance their knowledge levels not only technical but also necessary skills to get a job opportunity along with life skills.
- 12) The Chairman motivated all the members about the online courses NPTEL-SWAYAM and suggested all the students and faculty members to take up any one course in each run and obtain the certificate. Further, the Chairman reminded that the Management is also encouraging faculty members by paying the fee required to take up online courses and asked to improve number of candidates appearing for these examinations.
- 13) The Convener of IQAC recommended a few points in the meeting to enhance the quality in the campus:
  - ✓ To introduce skill-based certificate courses
  - ✓ To increase the research publications
  - ✓ To improve the quality in projects
  - ✓ To increase the registrations of NPTEL-SWAYAM online courses
  - ✓ To increase the Professional Bodies memberships along with incentives.

The Chairman suggested all the members to conduct and maintain the proctoring books periodically and suggested everyone to get them verified by the Principal. Finally The Chairman and the Convener thanked all the members present for their dedication and commitment in carrying out system successfully.

The meeting was concluded with thanks to the Chair.

Members present:

Sl. No.	Name of the member	Designation	Signature
1	Dr A. Ramesh	Chairman, IQAC	
2	Dr K.V.S.R. Murty	Convener-IQAC	
3	Dr Pullela S.V.V.S.Ravi Kumar	HOD-CSE	
4	Mr G. Rama Krishna	HOD-ECE	
5	Mr K. Manoj Kumar Reddy	HOD-EEE	
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