

IQAC
Meeting minutes
2019-20



AUDISANKARA COLLEGE OF ENGINEERING & TECHNOLOGY

(AUTONOMOUS)

Gudur, Nellore Dist, A.P (India)

REPORT OF MEETING HELD ON 28.03.2020

AGENDA

1. Action Taken Report of the previous Meeting held on 23-12-2019

IQAC Coordinator apprised on the activities envisaged under IQAC since its 32 meeting on 23-12-2019 and Chairperson requested the members to approve minutes of its previous meeting.

Action implemented: The following are the action taken correspondingly.

- Action taken report corresponding to Half Yearly Academic Calendar Activates was submitted to IQAC chairman.
- Placement Training activities : placement officer to submitted detail plan and activities list of placements and training for the current academic year to the IQAC
- Preparation & submission of Self Study Report for Cycle-III Re-Assessment is done after approved the IQA.

2. Online classes to students during Covid-19 Lockdown period

IQAC chairperson instructed to complete rest of the syllabus through online mode to benefit the students.

Action implemented: IQAC Chairperson requested the HODs of all departments to prepare schedule for online classes

3. Conduction of webinar with internal and external resource persons

IQAC chairperson instructed to HODs to conduct webinar with Internal & External resource persons to share the knowledge the knowledge.

Action implemented: IQAC Chairperson requested the HODs of all departments to prepare schedule for Webinar

4. Proposal for BOS meeting for formulation of r20 regulations

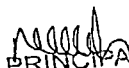
IQAC Chairperson requested the chairmans of all BOS for preparation of model regulations (r20) & course structure as per AICTE suggestions with enrichment in curriculum.

Action implemented: IQAC Chairperson instructed all HODs to conduct internal BOS meetings to prepare proposals for new regulations submit it to Principal's Office for monitoring.

5. Placement & Training Activities

Chairperson requested the placement officer to submit schedule for online CRT classes & detail plan and activities list of placements and training for the upcoming academic year to the IQAC.

Action implemented: IQAC chairman instructed the Placement officer submitted the action plan for the upcoming semester.


PRINCIPAL
AUDISANKARA COLLEGE OF
ENGINEERING & TECHNOLOGY
(AUTONOMOUS)
GUDUR, NELLORE Dt., (A.P.)
(IQAC-Chairman)



AUDISANKARA COLLEGE OF ENGINEERING & TECHNOLOGY

(AUTONOMOUS)

Gudur, Nellore Dist, A.P (India)

Internal Quality Assurance Cell (IQAC)

In the process of performance evaluation, assessment and accreditation and quality up-gradation of institutions of higher education, the National Assessment and Accreditation Council (NAAC) propose that every accredited institution has to establish an Internal Quality Assurance Cell (IQAC) as a post- accreditation quality sustenance measure. As the quality enhancement is a continuous process, the IQAC will become a part of an institution's system and work towards realizing the goals of quality enhancement and sustenance. The prime task of the IQAC is to develop a system for conscious, consistent and catalytic improvement in the performance of accreditation phase of institutions. During the post-accreditation period, the IQAC will channelize the efforts and measures of an institution towards academic excellence.

Though an IQAC has been formed and functioning at the college level, for an effective functioning, Audisankara College Of Engineering & Technology (Autonomous), Gudur has constituted an Internal Quality Assurance Cell at micro level, with the following members.

Chairperson : Head of the Institution			
1	Dr.N Seshaiyah	Principal	Chairperson
One member from the Management			
2	Mr.G.Suresh Kumar	Controller of Examination	Member
Three to eight teachers			
3	Dr. A.Mohan	Professor Department of H&S	Member
4	Dr.M.Rajaiah	Professor Department of H&S	Member
5	Mr.K.Dhanunjaya	Professor Department of ECE	Member
6	Mr. J Suresh	Associate Professor Department of EEE	Member
7	Mr.D.V Prasad	Assistant Professor Department of CSE	Member
8	Dr. PMJ Stalin	Associate Professor Department of MECH	Member
9	Mr.G.Sudheer	Assistant Professor Department of CIVIL	Member
10	Mr.B.S.Herold	Professor Department of MBA	Member
A few senior administrative officers			
11	Mr.J.Ramaiah	Administrative officer	Member
12	Mr. A.Mallikarjuna	Administrative officer	Member
One nominee each from local Society, Students and Alumni			
13	Mr. D.Masthan	Alumni	Member
14	Mr.D.Ismail	Student Representative	Member
15	Mr.B.Doraswamy	Local Society	Member
One/two nominees from Employers /Industrialists/stakeholders			
16	Mr. Y.Vidya Sagar	CIFAL Herbal Private Limited, GUDUR	Member
One of the senior teachers as the coordinator/Director of the IQAC			
17	Mr. J.Amarendra	Associate Professor, Department of ECE	Member & IQAC Coordinator



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Objectives of IQAC:

- The primary objective of the IQAC is to develop a quality system for consistent and catalytic programmed action to improve the academic and administrative performance of the college.
- To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.

Some of the functions expected of the IQAC are

- Development and application of quality benchmarks/parameters for the various academic and administrative of the institution.
- Facilitating the creation of a learner-centric environment conducive for quality maturation to adapt the required knowledge and technology for participatory teaching and learning process.
- Arrangement for feedback responses from students, parents and other stakeholders on quality-related institutional processes.
- Dissemination of information on the various quality parameters of higher education.
- Organization of inter and intra institutional workshop, seminars on quality related themes and promotion of quality circles.
- Documentation of the various programmes/activities of the institution, leading to quality improvement.
- Acting as a nodal agency of the institution for coordinating quality-related activities, including adoption and dissemination of good practices.
- Preparation of the Annual Quality Assurance Report (AQAR) to be submitted to NAAC based on the quality parameters.



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REPORT OF MEETING HELD ON 23.12.2019

AGENDA

1. Action Taken Report of the previous Meeting held on 18-09-2019

IQAC Coordinator appraised on the activities envisaged under IQAC since its 31st meeting on 18-09-2019 and Chairperson requested the members to approve minutes of its previous meeting.

Action implemented: The following are the action taken correspondingly.

- Action taken report corresponding to feedback on faculty by its students for Odd semester was submitted to IQAC chairman.
- Placement Training activities were conducted by the PAT cell for II & III B.Tech students along with IV Year students.

2. Review Report on Half Yearly Academic Calendar Activates

Chairperson appraised on the results of audit on the activities conducted during the last six months. He requested the departments to prepare a sustenance plan for the academic year 2019-20 and submit it to Principal's Office for monitoring.

Action implemented: IQAC Chairperson instructed all HODs to prepare a make-up plan for next sixth months for conducting planned activities at the start of the semester and submit it to Principal's Office for monitoring.

3. Placement & Training Activities

Chairperson requested the placement officer to submit detail plan and activities list of placements and training for the current academic year to the IQAC.

Action implemented: Placement officer submitted the activity list for the current academic year

6. Review of NAAC Cycle-II Re-Assessment Progress

IQAC Coordinator appraised on the activities envisaged under IQAC since its 30th meeting on 18-09-2019 and Chairperson requested the members to approve minutes of its previous meeting.

Action implemented: The following are the action taken correspondingly.

- Preparation of Self Study Report for Cycle-II Re-Assessment
- Planning to prepare & Submission of IQA

P. Venkateswari

PRINCIPAL

(IQAC-Chairman)



AUDISANKARA COLLEGE OF ENGINEERING & TECHNOLOGY

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REPORT OF MEETING HELD ON 18.09.2019

AGENDA

1. Action Taken Report of the previous meeting held on 17.06.19

IQAC Coordinator appraised on the activities envisaged under IQAC since its 30th meeting on 17-06-2019 and Chairperson requested the members to approve minutes of its previous meeting.

Action implemented: IQAC chairperson and members approved the Minutes of previous meeting held on 17-06-2019.

2. Practices in Placement training and other related activities

The placement officer presented the training plan for the students as

- a) Domain skills program for IV B.Tech and III MCA were conducted.
- b) Training classes on Communication Skills & Aptitude for I&II MCA, MBA were conducted.
- c) Campus Placement Related Skills program for all branches of III B.Tech II Semester were conducted.
- d) Aptitude training program for I& II MCA, II B.Tech students were conducted.

Action Implemented: Placement officer submitted the report for the events conducted and schedule for the current academic year.

3. Student Feedback Analysis

IQAC monitored the report presented by principal on the practices being followed in the departments to monitor teaching, learning and research practices. The members advised that faculty shall frequently obtain feedback on their practices in teaching and learning.

Action Implemented: The feedback analysis and Action taken report was submitted to the IQAC chairperson.

4. Research and development Activities

Chairman advised the members on the need to conduct periodic review of research conducted in the departments and requested the HODs to submit the list of publications of faculty to IQAC.

Action implemented: The head of the departments has submitted the list of publication of faculty and list of faculty participations to IQAC.

5. Initiation of NAAC Cycle-II Re-Assessment

IQAC Coordinator appraised on the activities envisaged under IQAC since its 29th meeting on 17-06-2019 and Chairperson requested the members to approve minutes of its previous meeting.



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Action implemented: The following are the action taken correspondingly.

- a. Approved the steering committee at institute level to prepare for NAAC cycle-2 Re-Assessment.
- b. Institute level and department level meetings were conducted to create awareness on NAAC Re-Assessment.

P. Venkateswari
PRINCIPAL

(IQAC-Chairman)



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REPORT OF MEETING HELD ON 17.06.2019

AGENDA

1. Action Taken Report of the previous meeting held on 27.04.19

IQAC Chairperson appraised on the activities envisaged under IQAC since its 29th on 27-04-2019 and Chairperson requested the members to approve minutes of its previous meeting.

Action implemented: IQAC chairperson and members approved the Minutes of previous meeting held on 27-04-2019

2. Academic activity Plan for Academic Year 2019-2020

Chairperson appraised on Academic activity Plan for the Academic year 2019-

20. Members suggested to encourage faculty members to attend Faculty Development Programs at reputed organizations like IITs, NITs.

The theme for the year 2019 -20 was decided to be "Effective Teaching, Learning and Evaluation through Outcome Based Education".

Action Implemented: HODs of all the departments has submitted the academic activity plan for the current academic year.

3. Academic Audit

Chairperson, IQAC requested the HODs of all the departments to conduct academic audit in the month of July 2019 and submit the report to IQAC.

Action Implemented: HODs of all the departments has submitted the audit report for the previous academic year.

4. Quality Initiative Theme for 2019-20

The entire Committee unanimously opted for the theme "Career Counseling & Remedial classes" as a qualitative initiative for the ensuing year.

P. Venkateswari
PRINCIPAL
(IQAC- Chairman)



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INTERNAL Quality Assurance Cell (IQAC)

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S.No.	NAME OF THE FACULTY	DESIGNATION
1.	Dr.P.VENKATESWARLU	Chairman
2.	Mr. J.AMARENDRA	Member & Coordinator
3.	Mr.K.DHANUNJAYA	Member
4.	Mr. J SURESH	Member
5.	Mr. D.V PRAŠAD	Member
6.	Dr.PMJ STALIN	Member
7.	Mr.G.SUDHEER	Member
8.	Mr.B.S.HEROLD	Member
9.	Mr.V. CHANDRASEKHAR	Member
10.	Dr.M.RAJAIAH	Member
11	Mr. A.MALLIKARJUNA	Member
12	Mr.J.RAMAIAH	Member
13	Mr.G.SURESH KUMAR	Member
14	Mr.D.ISMAIL	Member
15	D.MASTHAN	Member
16	MR B.DORASWAMY	Member
17	Mr. Y.VIDYA SAGAR	Member



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COMPOSITION OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC) OF

AUDISANKARA COLLEGE OF ENGINEERING & TECHNOLOGY
(AUTONOMOUS), GUDUR

2019-20

Chairman – Head of the Institution

S.No.	Name	Designation	IQAC designation
1	Dr.P.VENKATESWARLU	Principal, Audisankara College Of Engineering & Technology (Autonomous),Gudur	Chairman

Coordinator of the IQAC

S.No.	Name	Address	IQAC designation
1	Mr.J.AMARENDRA	Associate Professor, Dept..of ECE, Audisankara College Of Engineering & Technology (Autonomous),Gudur	Member & Coordinator

Teachers

S.No.	Name	Designation	IQAC designation
1	Dr.M.RAJAIAH	Professor, Dept. of FME, Audisankara College Of Engineering & Technology (Autonomous),Gudur	Member
2	MR. K.DHANUNJAYA	Professor, Dept. of ECE, Audisankara College Of Engineering & Technology (Autonomous),Gudur	Member
3	MR. J SURESH	Professor, Dept. of EEE, Audisankara College Of Engineering & Technology (Autonomous),Gudur	Member



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4	Mr.D.V.PRASAD	Professor, Dept. of CSE, Audisankara College Of Engineering& Technology (Autonomous),Gudur	Member
5	Dr.PMJ Stalin	Professor, Dept. of ME, Audisankara College Of Engineering& Technology (Autonomous),Gudur	Member
6	MR.G.SUDHEER	Professor, Dept. of CE, Audisankara College Of Engineering& Technology (Autonomous),Gudur	Member
7	MR B.S HERALD	Professor, Dept. of MBA, Audisankara College Of Engineering& Technology (Autonomous),Gudur	Member
8	Mr.V.CHANDRASEKH AR	Professor, Dept. of MCA, Audisankara College Of Engineering& Technology (Autonomous),Gudur	Member

Management Representatives

S.No.	Name	Address	IQAC designation
1	Mr.G.SURESH KUMAR	Professor, Dept. of Mech, Audisankara College Of Engineering& Technology (Autonomous),Gudur	Member

Administrative Staff

S.No.	Name	Designation	IQAC designation
1	Mr.J.RAMAI AH	Senior Administrative Officer, Audisankara College Of Engineering& Technology (Autonomous),Gudur	Member
2	Mr. A.MALLIKARJUNA	Senior Administrative Officer, Audisankara College Of Engineering& Technology (Autonomous),Gudur	Member



AUDISANKARA COLLEGE OF ENGINEERING & TECHNOLOGY

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Student Representative

S.No.	Name of the student (Roll Number)	Address	IQAC designation
1	Mr.D.ISMAIL 18G21A0214	Anantapur	Member

Alumni

S.No.	Name	Address	IQAC designation
1	D.MASTHAN	Kota	Member

Local Society Member

S.No.	Name of the student (Roll Number)	Address	IQAC designation
1	MR B.DORASWAMY	Member	Local Society member

Employer

S.No.	Name	Address	IQAC designation
1	Mr. Y.VIDYA SAGAR	CIFAL Herbal Private Limited GUDUR	Member