

IQAC
Meeting minutes
2020-21



AUDISANKARA COLLEGE OF ENGINEERING & TECHNOLOGY

(AUTONOMOUS)

Gudur, Nellore Dist, A.P (India)

REPORT OF MEETING HELD ON 02.01.2021


AGENDA

1. Action Taken Report of the previous Meeting held on 15-10-2020

IQAC Coordinator appraised on the activities envisaged under IQAC since its 34 meeting on 15-10-2020 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 Classwork offline and online as per Government norms is conducting classes as per University & taking necessary precautions about covid-19.
- As NIRF participation notification is released the necessary documents and data is uploading to the portal.
- Placement & Training Activities is detail plan and activities list of placements and training for the academic year
- Orientation Program for fresh man Engineering
IQAC chairperson requested to HODs to schedule orientation program for the fresh man engineering.
Action implemented: IQAC Chairperson requested the HODs of all departments to list of suggested Motivational speakers & personality developers
- NIRF participation
IQAC chairperson is informed to finish participate in NIRF for 2021.
Action implemented: IQAC Chairperson requested the HOD to finish the uploading process within stipulated date.
- Placement & Training Activities
Chairperson requested the placement officer to submit schedule for campus drives.
Action implemented: IQAC chairman instructed the Placement officer submitted the action plan for the campus drives.


PRINCIPAL
(IQAC-Chairman)



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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.R.Lokanadham	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. Y.Harnath	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	Dr.M.Rajaiah	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	Dr.A.M.Mahaboob Basha	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 15.10.2020

AGENDA

1. Action Taken Report of the previous Meeting held on 28-03-2020

IQAC Coordinator appraised on the activities envisaged under IQAC since its 33 meeting on 28-03-2020 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 Online classes to students during Covid-19 Lockdown period is submitted the schedule and conducted Online classes effectively
- Proposal for BOS meeting for formulation r20 regulations: BoS was fomed correspong BoS meetings are held through online and approved by academic council for r20 regulations.
- Placement & TrainingActivities: Schedule of CRT through online during lockdown is submmitted & training is provided as per schedule.

• Classwork offline and online aas per Government norms

IQAC chairperson requested to HODs to schedule class work in online/offline as per government & University norms in order to not spread covid-19.

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

• Proposal for nirf participation

IQAC chairperson is kept proposal to participate in NIRF for 2021.

Action implemented: IQAC Chairperson requested the HOD to submit the renquired data in order to participate for the 2021.

• Placement & TrainingActivities

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 semsester.


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