



# SRI VENKATESA PERUMAL COLLEGE OF ENGINEERING & TECHNOLOGY

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SVPP/ IQAC/June /2019

07.06.2019

## Internal Quality Assurance Cell (IQAC) 16<sup>th</sup> Meeting on 07-06-2019

16<sup>th</sup> meeting of IQAC is scheduled on 07.06.2019 (Friday) at 10.00 am in the chambers of the undersigned. All the IQAC members are requested to attend the meetings with all the relevant files and information.

### AGENDA

1. Review of the Action taken report of 15<sup>th</sup> meeting minutes.
2. **Curricular Aspects**
  - Academic planning as per the University and Institutional guidelines
  - Certificate / Diploma/ add on programmes
  - Feedback System and Action Taken Reports on Feed back collected.
3. **Teaching-learning and Evaluation**
  - Method of teaching
  - Student centric programs for enhancing skills
  - Student mentoring
  - Results review
4. **Research, innovation and Extension**
  - Research Projects and Consultancy by Non-Governmental Sources.
  - Research Projects funded by Governmental Sources.
  - Innovation and Incubation Centre Activities
  - Research Publications
  - Extension programs through NSS
5. **Infrastructure and Learning Resources**
  - Library
6. **Student Support and Progress**
  - Student Participations
    - a. Co curricular and extracurricular activities
    - b. Student Technical Associations
  - Training and Placement
  - Institutional Programmes
7. **Faculty development activities and a national conference**
8. **Others :**
  - Entrepreneur Development Cell
  - Alumni/Women Empowerment
  - Sports and Games
  - Grievance cell Report
  - Anti- ragging

*N. S. Reddy*  
Principal

Sri Venkatesa Perumal  
College of Engg. & Tech. (AUTONOMOUS)  
PUTTUR  
Principal and IQAC Chairman



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## Internal Quality Assurance Cell ( IQAC) Minutes of the 16<sup>th</sup> meeting

Venue: Principals Chamber	Date: 7 <sup>th</sup> June 2019
Chaired by: Honourable Principal	Time : 10.00AM

In the initial remarks, Principal greeted the members of IQAC and the Attendees of meeting and requested to update their respective files.

### Item 1: Review of the Action Taken Report of 15th Meeting Minutes:

The meeting began with a review of the Action Taken Report (ATR) from the previous meeting (15th meeting). The Chairperson presented the ATR, and members provided feedback and clarifications where necessary. It was noted that most of the action items had been completed, and the ATR was approved with minor revisions.

### Item 2: Curricular Aspects:

**Academic Planning:** The committee discussed the alignment of academic planning with both University and Institutional guidelines. Members emphasized the need to ensure that the curriculum remains up-to-date and relevant.

**Certificate/Diploma/Add-On Programs:** The discussion focused on the introduction of certificate, diploma, and add-on programs to enrich the educational offerings.

**Feedback System:** The Feedback System and Action Taken Reports (ATRs) on feedback collected were reviewed. Suggested to implement computer based feedback collection and analysis.

### Item 3: Teaching-Learning and Evaluation:

**Method of Teaching:** The committee discussed various teaching methods and their effectiveness in the current educational landscape.

**Student-Centric Programs:** The importance of student-centric programs for enhancing skills and fostering active learning was highlighted.

**Student Mentoring:** Members discussed the role of student mentoring in academic and personal development and continue the mentoring system and closely monitor the students progress through mentors.

**Results Review:** The meeting included a review of academic results, and strategies for improving student performance were discussed.



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## **4. Research, Innovation, and Extension:**

**Research Projects and Consultancy:** Updates on research projects and consultancy work funded by non-governmental sources were provided.

**Innovation and Incubation Centre:** Activities at the Innovation and Incubation Centre were discussed, and plans for promoting innovation were shared.

**Research Publications:** The importance of research publications for faculty and the institution's reputation was emphasized.

**Extension Programs through NSS:** The committee reviewed the extension programs conducted through the National Service Scheme (NSS) and discussed ways to enhance community engagement.

## **Item 5. Infrastructure and Learning Resources:**

The status of the library and suggestions for improving its resources and services were discussed. Library activities are reviewed and resolved to equip the library with new requirements as per the updated curriculum.

## **Item 6. Student Support and Progress:**

**Student Participation:** The committee reviewed student participation in co-curricular and extracurricular activities and discussed ways to encourage greater involvement. It is resolved to conduct the 3 weeks Induction program for I B.Tech student's inline with the AICTE model curriculum.

**Institutional Programs:** The meeting discussed various institutional programs aimed at enhancing student support and progress.

## **Item 7: Faculty Development Activities**

Members discussed ongoing and planned faculty development activities and preparations for a national conference. encourage the faculty to attend conference/workshop/seminars at reputed institutions.

## **Item 8. Other Matters:**

The progress and initiatives of the Entrepreneur Development Cell were reviewed. Updates on alumni engagement and women empowerment initiatives were provided. The meeting discussed sports and games activities and their role in promoting physical fitness and teamwork. The Chairperson presented the Grievance Cell report, and actions taken to address grievances were discussed. The committee reviewed the measures in place to prevent ragging on campus and ensure a safe environment for students.



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Events planned to conduct are as given below.

Month/ Week	Event Description	Convener
June-2019 21.06.2019	Yoga Day	Dr.K.Harun E.Prakash Babu
June-2019 (4 <sup>th</sup> Week ) (Tentative)	Orientation Day (For I B.Tech only) Or Induction program	Dr.N.Sudhakar Reddy Dr.V.Ganesh A.Balasubramani
July-2019 (2 <sup>nd</sup> Week )	Anti-Ragging Awareness Programme (For II B.Tech only)	A.Balasubramani Jeelan
July-2019 (2 <sup>nd</sup> Week)	Sports for B.Tech students	Dr.V.Ganesh Dr.G.Naresh Kumar C Rajesh
July-2019 (4 <sup>th</sup> Week)	Fresher's Day Celebrations	Dr.N.Sudhakar Reddy Dr.V.Ganesh
August-2019 15.08.2019	Independence Day Celebrations	S.Jeelan Mr.E.Prakash Babu
September-2019 (4 <sup>th</sup> Week)	Techwizz-2k19	A.Balasubramani N.Munisankar
September-2019 05.09.2019	Teachers Day	Mr.E.Prakash Babu
September-2019 (3 <sup>rd</sup> Week)	Cultural Fest for B.Tech Students	N.Srinivasa Rao I.Sankar Babu
September-2019 (4 <sup>th</sup> Week)	NSS Foundation Day - Celebrations	Mr.E.Prakash Babu Mr.S.Jeelan
October-2019 (3 <sup>rd</sup> Week)	NSS Activities ( Traffic Week)	Dr.N.Sudhakar Reddy Mr.E.Prakash Babu
October-2019 31.10.2019	Rashtriya Ekta Diwas	Dr.N.Sudhakar Reddy Mr.E.Prakash Babu

The meeting concluded with the Chairperson thanking all members for their active participation and contributions to the discussion. Members were reminded of their responsibilities and deadlines for follow-up actions, and the date of the next meeting was announced.

S.NO	Name of the committee	Name of the coordinator	Designation	Signature
1	Internal Quality Assurance Cell	Mr. Syed Jeelan	Assoc. Prof, CSE	
2	NAAC Steering Committee	Dr.M.Hemanth Chakravarthy	Professor, CSE	
3	Anti Ragging Committee	Dr.V. Janardhan	HOD,CSE	



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4	Disciplinary Committee	Mr E.Prakash Babu	Asst.Professor,(CSE)	Prakash
5	Anti-Sexual Harassment Cell	Mrs. S. Vani	Asso.Professor, (HBS)	SB
6	Cultural Cell	Ms.R.Blessina Preethi	Asso.professor,ECE	preethi
7	Alumni Association	Mr.N.Muni Sankar	Assoc.Professor,CSE	nm
8	Entrepreneur Development Cell	Dr.K.Harun	HOD,MBA	Harun
9	Women Empowerment Cell	Mrs.SLakshmi Devi	HOD, EEE	Lakshmi
10	Grievance Redressal Committee	Mr M Bhaktavatchalam	Asst.Professor,(MBA )	Bhaktavatchalam
11	Sports Association	Mr.C.Rajesh	Physical Director	CRajesh
12	R&D Cell	Dr.G.Naresh Kumar	HOD,ME	GNK
13	Professional/Industries Cell	Mr.P.P.Nagaraja Rao	Assoc.Professor,ECE	PNR
14	Training & Placement Cell	Dr.K.Murali Babu	Professor,ECE	Murali
15	NSS Advisory Committee	Dr.S.Venkata Kiran	HOD,(ECE)	SVK
16	Library Committee	Dr. L Lakshmi pathi	Chief Librarian	Lakshmi
17	Exam Cell	Mr. K Kiran	Assoc.Professor,ME	KK
18	Admission Committee	Mr.N.Kumar Raja	CCO	NKR
19	Staff Recruitment Committee	Dr.R.Shashi Kumar	Asso.professor,ECE	RSK
20	Right to Information Cell	Mr. T Hemanth Kumar	Administrative Officer	THK
21	Student Welfare Committee	Dr.N.Sudhakar Reddy	Professor,ECE	N.S.Reddy
22	Purchase Committee	Mr.S.Irfan Basha	IR Officer	IRB
23	Transport Committee	Mr. K. Narendra	Transport In-Charge	Narendra
24	SC/ST Committee	Dr.A.GokulChandhar	Asso.professor,ECE	GC
25	Internal Complaints Committee	Mrs T.Durga	Asst.Professor, (CSE)	T.Durga
26	Other Backward Caste Committee	Dr. T.V.S. Raghavendra	Professor,(ME)	VR
27	Industry Interaction Committee	Mr.P.V.Hemanth	C.R.O	PH

N.S. Reddy  
Principal

Sri Venkatesa Perumal  
College of Engg. & Tech.  
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Principal and IQAC Chairman