

**VASAVI COLLEGE OF ENGINEERING**  
(Autonomous)

IBRAHIMBAGH, HYDERABAD – 500 031

9<sup>th</sup> April 2020

**Minutes of the 16<sup>th</sup> Meeting of IQAC held at 11.00 a.m. on 09<sup>th</sup> April 2020**  
**conducted online**

**Members Present:**

S.No.	Name of the Member	Designation
1	Dr. S.V. Ramana, Principal	: Chairman
2	Sri P. Balaji, CEO, VCE	: Member
3	Dr. Anjaneya Varaprasad, Head, Six Sigma, TCS	: External-Member
4	Mr. K. Ravi, Head, Innovations, InfoTech Enterprises (VCE Alumnus)	: External-Member
5	Dr. B. Sridhar, HOD-Civil	: Ex-Officio Member
6	Dr.T.Adilakshmi, HOD-CSE	: Ex-Officio Member
7	Dr. E. Sreenivasa Rao, Professor, Dept. of ECE	: Ex-Officio Member
8	Dr.M. Chakravarthy, HOD-E.E.E	: Ex-Officio Member
9	Dr.T. Rama Mohan Rao, HOD-MECH	: Ex-Officio Member
10	Dr. K. Rama Mohan Rao, HOD-I.T	: Ex-Officio Member
11	Dr. Jacqueline Amaral, HOD-H&SS	: Ex-Officio Member
12	Dr.T. Sudhakar Rao, HOD-Maths	: Ex-Officio Member
13	Dr. P. Venugopal, HOD-Chemistry	: Ex-Officio Member
14	Dr.P.Hemagiri Rao HOD-CA	: Ex-Officio Member
15	Dr.G.V.Ramana Murthy, Director(A&A)	: Ex-Officio Member
16	Dr.Venkata Krishna, NAAC – Coordinator	: Ex-Officio Member
17	Ms. Ch. V.S.S. Sailaja, Assoc. Prof., Dept. of EEE	: Member
18	Sri M. Bhasker, Assoc. Prof., Dept. of Civil Engg.	: Member
19	Dr. K. Veera Swamy, Prof. Dept. of ECE	: Member
20	Dr. A. Srinivas, Prof., Dept. of MECH	: Member
21	Ms. S. Aruna, Assoc. Prof., Dept. of IT	: Member
22	Dr. P.V. Gopala Krishna, Assoc. Prof., Dept. of Mech. Engg.	: Member
23	Dr. G. Ramadevudu, Asst. Prof., Dept. of Physics	: Member
24	Ms.Vaishnavi Nookala, 1602-17-733-056, BE V Sem- CSE	: Student member
25	Mr.M.Siddharth Ram, 1602-16-735-102, BEVII Sem(ECE-B)	: Student member
26	Ms.V.Sreemayee,1602-16-735-043,BEVII Sem –ECE(Sec.A)	: Student member
27	Mr.Ishrath, 1602-16-736-071, BE VII sem-Mech (Sec.B)	: Student member
28	Mr.Nishant Jajoo,1602-16-736-089,BEVII sem-Mech(Sec.B)	: Student member
29	Mr.V.Sri Teja, 1602-16-733-050, BE VII Sem-CSE(Sec.A)	: Student member
30	Ms.AVL harshitha, 1602-16-733-077, BE VII sem(CSE-B)	: Student member
31	Mr.K.Santosh Kumar, 1602-18-742-014, M.Tech-III Sem- CSE	: Student member
32	Mr.MD Ibrahim Dawood, 1602-18-745-003, ME III Sem-Mech.	: Student member
33	Mr.Ch.GnaneswarVenkat Sai, 1602-18-766-003, ME III Sem-EEE	: Student member



34	Ms.G.Sumedha, 1602-17-736-054, BE V Sem- Mech(Sec.A)	:	Student member
35	Mr.V.Bhanu Prakash, 1602-16-732-008, BE IV sem- Civil	:	Student member
36	Mr.V Akhil, 1602-16-737-004, BE IV Sem-I.T(Sec-A)	:	Student member
37	Mr.N.Saiteja, 1602-16-734-040, BE 4/4 – EEE		Student member
38	Ms.M.Dhanalakshmi, 1602-16-734-013, BE 4/4 – EEE	:	Student member
39	Dr. A.S. Sai Prasad HoD-Physics and Director-Admissions & Exams	:	Coordinator

**The following members could not attend the meeting**

S.No.	Name of the Member		Designation
1	Ms. V. Sireesha, Asst. Prof., Dept. of CSE	:	Member
2	Mr.S.R.E Sai Harsha, 1602-17-734-034, BE V Sem-EEE	:	Student member
3	Ms.K.Neharika Reddy, 1602-16-732-061, BE VII Sem- civil	:	Student member
4	Ms.V.Sarika, 1602-16-737-102, BE 4/4 – IT(Sec.B)	:	Student member

Prof. S. V. Ramana, Principal and Chairman IQAC welcomed the members to the 16<sup>th</sup> IQAC meeting conducted online on 09<sup>th</sup> April 2020 at 11:00 a.m. The following agenda points were taken for discussion:

**1. Confirmation of the minutes of the 15<sup>th</sup> IQAC meeting held on 25.01.2020**

The minutes of 15<sup>th</sup> meeting of IQAC which were circulated among the members were confirmed.

The **Action Taken Report** on the resolutions/ decisions taken during 15<sup>th</sup> meeting of IQAC was presented by the Prof. A.S. Sai Prasad, Coordinator, IQAC

S.No	Name of the item	Action taken
1	Latest pedagogical methods to be adopted by the college	Faculty members were appraised on use of pedagogical methods like WIT & WIL, POGIL, Design Thinking, flipped classroom etc. The faculty members started implementing few of these methods whatever and wherever possible.
2	Enhancement of perception about the college among different Stakeholders.	As per the suggestions given by the members, the college website is modified and also other steps are initiated in this direction.

## **2. To conduct of Online Classes and monitoring of attendance of the students**

The Principal informed the members that due to the COVID-19 pandemic lockdown, the regular classes are suspended from 16<sup>th</sup> March 2020 and as per the orders of Government the college remained closed for faculty, staff and students. The AICTE, UGC and Osmania University announced to conduct classes on online mode.

Accordingly, it is resolved to conduct online classes for all the students of B.E and M.E programmes.

Members suggested that:

- A draft timetable for the online classes is to be prepared and engage the students in the learning process during the COVID-19 pandemic period.
- Teachers are advised to use various pedagogy techniques to hold the attention of the students during the online classes.
- For quality purposes, attendance of the students attending online classes is to be recorded and monitored.

## **3. To review and discuss the possible technical and other issues addressed while conducting Online Classes**

The members have anticipated certain issues in organising online classes and advised to overcome these issues.

- Limited internet connectivity to the students, especially those who are staying in remote rural places.
- Limitation in having necessary gadgets like laptops, desktops or smart phones
- Limited Bandwidth issue.
- Availability of proper mobile network and their data packages.
- Attendance of students on online classes.

## **4. To examine various digital platforms for conducting online classes.**

The members suggested to explore the usage of video-conferencing / meeting platforms such as Zoom, WebEx, Google Meet etc., for conducting online classes.

Members also advised to use licensed version of platforms so that the faculty members will have many LMS features for conducting online classes.

## **5. To frame modalities and finalize conduct of CIE if lockdown is extended.**

The principal informed the members that some quizzes, assignments and internal examinations are still to be conducted for the students.

Members unanimously suggested to conduct the sessional examinations through online



mode either in objective type questions pattern using Google or Microsoft Forms or subjective type questions making the students to upload their answer script online.

**6. To conduct online Campus Recruitment Training (CRT) classes**

The Principal informed to the members that every year college conducts Campus Recruitment Training (CRT) classes for the students during the odd semester break in the college premises. Due to the lockdown, it is not possible to hold these classes offline. Hence, the Principal proposed to conduct the "Campus Recruitment Training" classes through online mode after completion of "Online Classes" for regular subjects. The members approved the proposal of the Principal.

Prof. A.S. Sai Prasad, IQAC coordinator, thanked the members for participating in the online meeting.



**Principal**