VASAVI COLLEGE OF ENGINEERING (AUTONOMOUS)

(Sponsored by Vasavi Academy of Education)

(Affiliated to Osmania University & approved by AICTE)

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Minutes of the 13th Meeting of Internal Quality Assurance Cell (IQAC) held at 11.00 AM on 27.04.2019 (Saturday) in the Conference Hall

The following members were present for the meeting

S.No.	Name of the Member	Designation
1	Dr. S.V. Ramana, Principal	: Chairman
2	Dr. Anjaneya Varaprasad, Head, Six Sigma, TCS	: Member
3	Mr. K. Ravi, Head, Innovations, InfoTech Enterprises	Member
4	Sri P. Balaji, CEO, VCE	: Member
5	Dr. B. Sridhar , HOD-Civil	: Ex-Officio Member
6	Dr. T. Adi Lakshmi, 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. K. Rama Mohan Rao, HOD-I.T	: Ex-Officio Member
10	Dr. Jacqueline Amaral, HOD-H&SS	: Ex-Officio Member
11	Dr. T.Sudhakar Rao, HOD-Maths	: Ex-Officio Member
12	Dr. P. Venugopal, HOD-Chemistry	: Ex-Officio Member
13	Dr.P. Hemagiri Rao, HOD-CA and CoE	: Ex-Officio Member
14	Dr.G.V.Ramana Murthy, Director (A&A)	: Member
15	Dr.V.VenkataKrishna, IT, Coordinator-NAAC	: Member
16	Dr. A. Srinivas, MECH	: Member
17	Dr.K.Kishore, Mech	: Member
18	Sri M. Bhasker, Assoc. Prof., Dept. of Civil Engg.	: Member
19	Dr. Nagaratna Hegde, Prof. CSE	: Member
20	Ms. S. Aruna, Assoc. Prof., Dept. of IT	Member
21	Ms. Ch. V.S.S. Sailaja, Assoc. Prof., Dept. of EEE	: Member
22	Ms. V. Sireesha, Asst. Prof., Dept. of CSE	: Member
23	Dr. P.V. Gopala Krishna, Assoc. Prof., Dept. of Mech. Engg.	: Member
24	Dr. G. Ramadevudu, Asst. Prof., Dept. of Physics	: Member
25	Sri Chintha Srikar, 3/4 B.E. UG Student (ECE-A)	: Member
26	Ms. Kasturi Shravya, 3/4 B.E. UG Student (CSE-A)	: Student member
27	Mr. K. Manish Reddy, 3/4 B.E. UG Student (Civil Engg.)	: Student member
28	Ms. Arzoo, 3/4 B.E. UG Student (EEE)	: Student member
29	Ms. D. Yamini, 3/4 B.E. UG Student (I.T)	: Student member
30	Mr. Pasumarty Pradyumna, 3/4 UG Student (Mech.-B	: Student member
31	Sri Duggu Ajay Kumar - PG Student (EEE)	: Student member
32	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	Sri M. Ramgopal, Asst. Vice-President, Birla Soft	: Member
2	Dr.T.Ramamohan Rao, HOD-Mechanical Engg	: Member

Prof. S.V. Ramana, the Principal and the Chairperson of the IQAC extended warm welcome to all the members. The agenda and notes on agenda items were circulated to members earlier in advance. The agenda points were taken up for the consideration:

1. **Confirmation and action taken report of the minutes of the 12th IQAC Meeting held on 19.01.2019.**

   The minutes of the 12th meeting of IQAC held on 19th January, 2019 were circulated to the members for their suggestions. The minutes of the meeting were read and approved.

   The action taken report on the resolutions made in the 12th IQAC meeting held on 27.06.2018 is given below:

Sl. No.	Item Number & Nature of the resolution	Action taken
1	Item No.II :	HoDs, Faculty and student coordinators have prepared budgets separately for Tech Fest and EUPHORIA-2019 and got approved from the management. The said events were successful conducted in a structured manner during the during 14th–16th March,2019. Large number of students from various other institutions have participated in the event along with our college students.
2	Item No.III :	The Chairmen-BoS of different Departments have been informed to finalize the scheme and syllabi to be offered during the year 2019-2020 for all semesters of BE and ME/M.Tech courses as per the following schedule. • Heads Meetinto finalize : 17.04.2019 common courses / OEs etc • 1st Review in HoDs meeting : 27.04.2019 • 2nd Review in HoDs meeting : 06.05.2019 • Final review in HoDs meeting : 08.05.2019 • BoS Meeting : during 18.05.2019 to 22.05.2019 • Academic Council Meeting : 04.6.2019 for approval • BoG Meeting : 22.06.2019 for approval and ratification
3	Item No.IV & V :	The college has been ranked as 170 out of 200 ranks announced by NIRF-2019 for Engineering colleges. The College had submitted Pre-qualifiers to NBA for two PG Engineering programmes seeking extension of Accreditation as per NBA notification. All HoDs have informed the faculty to enhance the R&D activities by publishing the research papers in Scopous Indexed Journals and also submission of research projects to different funding agencies. Also, HoDs have suggested to faculty to get suggestions from senior scientists of DST, DRDO, DMRL, RCI and other reputed organizations to refine their research proposals.

2. **Introduction of *"Digital Smart Boards"* in the class rooms to enhance the quality of teaching.**

   It is resolved to introduce smart boards by converting some of the class rooms into digital smart class rooms to improve the Teaching-Learning Process and enhance the understanding levels of the students for critical topics in various subjects.

   Principal informed the members that In response to the notification issued by NPIU-MHRD to provide infrastructure to setup digital interactive boards to TEQIP-II as well as TEQIP-III institutions through project funds to promote flipped or blended learning through digital pedagogy in technical education, the college has submitted its proposal.

   The scheme is targeted for setting up multiple digital classrooms (interactive teaching device with appropriate learning resources) and training of minimum 10 faculty members from each of the selected institutions.

   Principal informed to the members that the college has applied for "Local Chapter of SWAYAM-NPTEL". Many of the students as well as faculty members are appearing for MOOCS courses offered by NPTEL under SWAYAM-NPTEL initiative.

   One of the student member of IQAC suggested to introduce online submission of examinations forms by the college.

3. **Discussion on Quality Improvement Programmes for the students and the faculty members:**

   Principal informed the members that the Quality of teaching by the faculty members and quality of learning by the students can be upgraded by conducting special programmes like, training, improving pedagogical aspects and making availability of content resources either online or off-line. It is decided to depute the Faculty members to pedagogical training programs and encouraged to complete online MOOCS through SWAYM-NPTEL, EdX or Course Era platforms.

   Sri Anjaneya Prasad suggested to take feedback from the stake holders periodically with a good sample size.

   Sri Ravi Katakam suggested to introduce multidisciplinary courses and projects on energy technologies along with Intellectual Property Rights (IPR) and innovations.

   The following suggestion have been given by the members on improving the quality of teaching and learning:

   1. Students are required to take up mini projects from IV semester and strengthen their theoretical concepts.
   2. Students shall be advised properly by the mentors/proctors on selection of open electives, professional electives and advanced technical skills.
   3. Involve the students in real time projects.
   4. Students shall be advised to take MOOCS courses in the contemporary courses of their domain area.
   5. Faculty members shall be advised to do MOOCS courses on latest subjects offered by various IIT professors through NPTEL-SWAYAM.
   6. Encourage the faculty to publish research papers in good journals and to send proposal for funded research projects.

4. **Introduction of *Virtual Labs* (online) to enable the students to practice and understand the concepts in better way.**

The Principal informed the members that Virtual labs concept has been promoted by the Ministry of Human Resource Development (MHRD) under the National Mission on Education through ICT involving many IITs, IIIT-H, NITs and other centers of excellences.

It is also informed that our college has been allotted as nodal center by IIIT, Hyderabad and in the year 2017-18 received the Best coordinator award.

It is suggested to introduce at least one or two experiments from Virtual Labs in the curriculum in each semester to strengthen the concepts. The principal advised the Heads of the Departments to include the experiments from the list Virtual Labs in the curriculum as the departments are going to organize their Board of studies meetings soon to finalized the curriculum for the year 2019-20. The principal also informed the members that there is proposal to allot credits to the courses successfully completed by the students according to the requirements of individual departments.

5. **Organizing *External Audit* on academic practices implemented by the college**

The Principal informed to the members that the college is proposing to conduct External Academic Auditing which helps to identify not only the internal strengths but also to focus on the improvement through identifying the lapses. The college is already conducting internal auditing of question papers and external auditing of selected question papers. It is now proposed to conduct external auditing on certain academic and administrative practices and procedures being implemented after the college was granted autonomous status. The external audit will be conducted during 13-14 May 2019 in all the Departments.

Mr. Ravi K suggested to introduce digital Governance in the college to strengthen the existing procedures and easy data retrieval.

6. **_Gap Analysis_ in Teaching Learning Process and proposals for further improvement.**

The principal informed to the members that, college is planning to conduct SWOC analysis in the college to identify gaps between expectations of students, their experiences at the end of programmme and to meet the requirements of potential employers or the industry. Based on the SWOC analysis, the strategic planning for quality enhancement teaching learning process will be revised.

7. **Introduction of Theory-cum-lab courses to support activity-based learning.**

   The principal informed to the members that, Theory-cum-Lab courses will be introduced to expose the students to various theoretical aspects when an experiment is being performed. Such courses provide hands-on experience to the students and an opportunity to critically analyze the given problem or task.

8. **Enhancement of research publications in referred journals and to obtain research Grants from the Government funding agencies.**

   The principal briefly explained the status of research activities that are taken up.

   - The Departments of ECE and Mechanical Engineering together has been award DST-FIST project on bio-medical implants and 5th generation Networks worth of Rs. 60 lakhs.
   - Department of information Technology has been selected under MODRABS of AICTE Research and granted a funding worth of Rs. 34 lakhs.
   - Research projects of worth Rs. 7.94 crores have been submitted by the faculty members to various funding agencies viz DRDO, MNRD, DST and AICTE in the Academic Year 2018-19.

9. **Any other item with the permission of the chair**

   (a) The Principal informed that the college is proposing to conduct GREEN AUDIT in the campus for systematic identification, quantification, recording, reporting and analysis of components of **environmental** diversity in the month of July/August,2019.

   (b) .The Principal informed the result analysis of odd Semester B.E, M.E.M.Tech and MCA programmes for the year 2018-19. Members advised to work on change the mind set of students to further improve their performance in the examination, especially mechanical and civil engineering branches.

   (c) The Principal informed to the members that the college has uploaded NAAC-IIQA on 20.04.2019 and also informed that the NAAC-SSR will be uploaded probably on or before 22.05.2019.

   (d) Mr. Ravi.K, Member suggested to prepare a vision document for the digitalization of college activities for the next 5 years. He suggested to inculcate research blend/innovation mind set in the students.

   (e) The Principal circulated to the members the documents related to (i) R&D rules and regulations (ii) policy on plagiarism and (iii) policy on consultancy. The members deliberated on the documents and approved.

   (f) Prof. Venkata Krishna, Department of IT, suggested to identify central office to collect and preserve the documents and other necessary information on various activities/events conducted in the college so that these documents can be retrieved for various expert committee visits such as NBA, NAAC, UGC, OU etc.

**PRINCIPAL
and Chairman, IQAC**