**Internal Quality Assurance Cell (IQAC)****28th IQAC Meeting**

Date and Time: 10th November, 2023, 10.00AM to 12.30 PM **Venue:** Principal Chamber.

Members Present:

Dr L K Mohan Rao	Academic Advisor	
Dr K Sivaji Babu	Principal, PVPSIT	
Dr K Ramesh	Head, Department of CE	
Dr A Jayalakshmi	Head, Department of CSE	
Dr C Subba Rao	Head, Department of ECE	
Dr Ch Padmanabha Raju	Head, Department of EEE	
Dr B V Subba Rao	Head, Department of IT	
Dr B Raghu Kumar	Head, Dept. of ME, IQAC Coordinator	
Dr M Sri Lakshmi	Head, FED	
Dr P. Adi Lakshmi	Head, MBA, Member IQAC	
Dr MSR Niranjan Kumar	Professor, ME, Member IQAC	
Dr. P Sai Kiran	Professor, CSE, Member IQAC	
Dr. M. Rudrama Devi	Associate Prof., FED, Member IQAC	
Dr A Haritha	Associate Prof., IT, Member IQAC	
Mr. M Srinivasa Rao	Associate Prof., ECE, Member IQAC	
Dr D Srinivasa Rao	Assistant Prof., MBA, Member IQAC	
Ms. E Kavitha	Assistant Prof., ME, Member IQAC	
Mr K V Subash	Assistant Prof., CE, Member IQAC	
Dr N Vijayanand	Associate Prof., EEE, Member IQAC	
Ms. D Sri Lakshmi	Assistant Prof., CSE, Member IQAC	
Sri Y V Krishna Mohan	MD Surya Enterprises, Member IQAC	
Ms. Tailam Satya Devi	Student, IQAC Member	
Koduri Nayak Sandeep	Alumni, IQAC Member	
Sri JVS Reddy	MD RK Industries, IQAC Member	
Sri V Srinivasa Reddy	Recru. Mgr, Tech Mahindra, IQAC member	
K Subramaneswara Rao	Parent, IQAC Member	

Agenda:

1. To review the minutes and action taken report on previous IQAC minutes.
2. Academic Audit report of Departments.
3. Percentage attainments of Bench marks against target.
4. Status of AQAR Submission for the Academic Year 22-23
5. Organising Smart India Hackathon 2023 Grand Finale, AICTE.
6. Performance Based Appraisal System (PBAS) for academic year 2022-23.
7. Apply for NAAC - cycle 3
8. IQAC External Academic Audit
9. Introduction of smart boards in classrooms
10. Programs conducted by IQAC after previous meeting
11. Any other Item with the permission of chair

Resolution:

1. To review the minutes and action taken report on previous IQAC minutes
 - i. IQAC has given the targets for the academic year 2023-24 viewing the attainments of the previous year and assessing the strengths and weakness of all departments
 - ii. New Curriculum and model question papers were framed for PVP 23 regulations for first year subjects as per the guidelines of JNTUK
 - iii. Induction program for first year students was organised as per the guidelines of AICTE
 - iv. Library orientation Programme is planned in December 2023 to first years
 - v. Anti ragging week was observed from 12/08/2023 to 18/08/2023 and all the departments organised various events during the week and submitted the report to Anti ragging cell
 - vi. First semester subjects feedback for II, III and IV year was collected and was found to be satisfactory
 - vii. Heads are informed about the Student feedback in Student Satisfaction Survey and an action plan was taken
2. Academic Audit report of Departments


Discussion:

- a. The placement percentage in all departments is low compared to the same period in the previous academic year
- b. The number of high packages in all the departments are very less
- c. CSE and MBA departments have signed new MOUs in the current academic year. Heads of the remaining branches are requested to focus on the MoUs
- d. Heads of ME, MBA are informed to plan the one week / two week FDPs that are suitable to their disciplines
- e. Heads of CSE, ECE, EEE, IT and MBA are requested to send the students to Industrial visits
- f. Heads of CE, CSE, EEE and ME are suggested to improve the alumni activities
- g. Department of CE, need to focus on journal publications
- h. All the department heads are requested to review the status of various patents

- i. Faculty acting as resource persons is zero in departments of CSE, ECE, EEE and ME
 - j. All the heads are advised to encourage the faculty to attend FDPs and workshops by utilizing financial support from the institution
 - k. Faculty certifications are zero in ECE and MBA
 - l. Department heads of CE, CSE, ECE, IT and ME are advised to motivate the faculty concern to apply for R&D projects to various govt. and non govt. agencies
 - m. Departments of CSE, ECE, and IT are requested to focus on opportunities to generate consultancy.
 - n. Student participation in premier institutes is very low in all the departments except EEE
 - o. Heads of the departments are suggested to encourage the students to register NPTEL/Coursera or other similar courses
 - p. Value added courses are zero in CE, IT and ME
 - q. All the department heads have to concentrate on the student internships providing stipend
 - r. Student publications are zero in all the departments
 - s. The heads of CSE and ECE branches are requested to identify the online coding platforms helpful for the students in campus placements
 - t. All the department heads are requested to educate the students about various scholarship schemes available to them
 - u. Student Professional body member ships in CE, CSE and MBA are zero
3. Percentage attainments of Bench marks against target
Discussion: Detailed report for each department on percentage of attainment of various parameters during first quarter of academic year 2023-24 is tabled.
 4. Submission of AQAR report 22 – 23
Discussion: The data is collected and verification process is going on.
 5. College is short listed for organising Smart India Hackathon 2023 Grand Finale, AICTE. Dr. P.Sai Kiran, Professor, CSE is requested to coordinate the program and make necessary arrangements.
 6. IQAC Coordinator is instructed to prepare formats for Performance Based Appraisal System (PBAS) for Assistant Professors, Associate Professors and Professors for the academic year 2022-23
 7. It is proposed to apply for NAAC cycle 3 Accreditation. Hence IQAC coordinator is informed to be ready with IQA documents and SSR documents
 8. IQAC coordinator is informed to members that internal academic audit is completed with senior professors of the college and is proposed to conduct external academic and administration audit in the month December 2023.
 9. IQAC coordinator has proposed to introduce new methodologies in teaching learning process. In this context it is proposed to purchase new smart boards for class rooms. HOD, ECE is requested to follow up the process of purchase and installation.

10. The following programs were conducted by IQAC after previous IQAC meeting

S.No	Program Organised	Date	Venue
1	One day Seminar on Role of Engineers in Nation Building by Er Purnachandra rao P. Systems Manager, Texas Instruments Bangalore	15/09/2023	Auditorium
2	One Week training program on carrier development and soft skills by Mr Sai Devan, Soft skill trainer, PVPSIT	19/09/2023 to 23/09/2023	Auditorium
3	One day Seminar on Research for Quality Publications and Funding, Dr Subrahmanya Sastry challa. Prof. IITH	16/09/2023	Ground Floor Seminar Hall


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