

SWARNANDHRA
COLLEGE OF ENGINEERING AND TECHNOLOGY
(Autonomous)
Seetharamapuram, Narsapur, - 534280, W.G. Dt., A.P

Internal Quality Assurance Cell (IQAC)
MEETING OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC)
(B. Y. 2024-25)

DATE: 03.02.2025

CIRCULAR


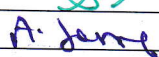
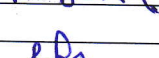

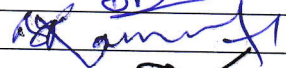





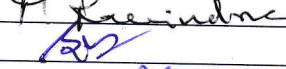


There will be an Internal Quality Assurance Cell (IQAC) committee meeting on 03.02.2025 at 2.00 PM in IQAC Cell. All the committee members are requested to make it convenient to attend the meeting.

Date: 03.02.2025, Time 2.00 P.M. Venue: IQAC Cell

AGENDA

1. Review of previous IQAC Meeting and subsequent action taken.
2. Entrepreneurship Development Cell
3. Status of syllabus completion report
4. Teaching, Learning related activities
5. Perspective plan for the academic year 2024-25
6. Student satisfaction survey
7. Professional Body activities
8. College and department Website updates
9. Any other point with permission from the chair

Committee Members

S.No.	Name of the Committee Member	Designation	Signature
1	Dr.S.Suresh Kumar, Principal	Chairman	
2	Dr. A. Gopichand	Convener	
3	Mr.A. SriHari, Director	Member from Mgmt.	
4	Mr.B.Srinivas	Assoc.Prof. MECH	
5	Dr. B Ramana Kumar	Assoc.Prof. ECE	
6	Dr. M Vijaya Raju	Prof. CSE	
7	Mr.A.V.D Suresh Kumar	Asst.Prof. EEE	
8	Mr.Raja K	Asst.Prof.. IT	
9	Mr. Venkatakrishna	Asst.Prof.. Civil	
10	Mr.K.Srinivasa Rao,	Asst.Prof., S&H	
11	Mr. Ravindra Babu	Asst.Prof., S&H	
12	Mr.Ch.Suresh	Asst.Prof., MCA	
13	Dr. M Manikyarao	Asst.Prof., MBA	


IQAC Convener


Chairman-IQAC

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Internal Quality Assurance Cell (IQAC)
MINUTES OF IQAC MEETING
(A.Y. 2024-25)

Venue: IQAC

Date : 03.02.2025

Time 2.00 P.M

A. Members Present

S.No.	Name of the Committee Members		
1	Dr.S.Suresh Kumar, Principal	8	Mr.Raja K, Member/IT
2	Dr.A.Gopichand, Convener, IQAC	9	Mr. Venkatakrishna, Member/ Civil
3	Mr.A.SriHari, Director, IQAC	10	Mr.K.Srinivasa Rao, Member/ S&H
4	Mr.B.Srinivas, Member/ MECH	11	Mr. Ravindra Babu, Member/S&H
5	Dr. B Ramana Kumar, Member/ECE	12	Mr.Ch.Suresh, Member/MCA
6	Dr. M Vijaya Raju, Member/ CSE	13	Dr. M Manikyarao, Member/MBA
7	Mr.A.V.D Suresh Kumar, Member /EEE		

B. Discussion on Agenda

The Chairperson Dr. S. Suresh Kumar, Principal welcomed the members for the meeting followed by a review presentation made by Dr. A.Gopichand, Coordinator of IQAC.

The following points were discussed in the meeting:

1. **Action taken report** on the decisions of the previous meeting with respective to their departments was reviewed. The minutes of the previous meeting was ratified by the IQAC.
2. **Entrepreneurship Development Cell:** Decided to organise and conduct ED based awareness programs – seminar, workshop, competitions etc in coordination with IQAC. Plan to conduct the idea pitching and ideation workshop to motivate the innovators in this region.
3. **Status of syllabus completion report:** Chairperson discussed on the status of Syllabus completion reports of all departments.
4. **Teaching, learning related activities:** Adoption of innovative teaching learning practices Consideration of reforms in assessment and evaluation. Every activity / initiative should be scrutinized from the angle of "So What" or "What is the Impact / Outcome". Analysis of impact will in turn help to identify the gaps, if any, and further, reiterate the good practices. He urged all to find the impact of all activities carried out related to teaching learning, organization of FDPs, research, extension activities etc.

5. **Perspective plan:** It was discussed that to plan at the beginning of year, prepare a list of all points and review it periodically and at the end of the year. The reason for non-achievement can be found out and tackled.
6. **Student satisfaction survey:** The student satisfaction survey during 2023-24 academic year was reviewed.
7. **Professional Body activities:** ISTE plays a vital role in organizing various seminars/Lectures/Workshops/Conference/FDP/Training programs (both institutional level and department level). It is decided that all departments must conduct professional student chapter activities regularly.
8. **Department website:** Each department must nominate coordinator for department website content development and the same to update throughout the academic year.
9. **Academic Audit-** it is informed that the Academic Audit for the A.Y 2024-25 will be planned for all the departments during the month of April/May 2025.

The meeting ended with a formal vote of thanks to the chair and other members of IQAC.


IQAC Convener


Dr.S.Suresh Kumar
Chairman-IQAC