

**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)**  
(A. Y. 2024-25)

DATE:10.10.2024

**CIRCULAR**



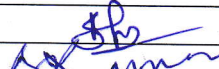
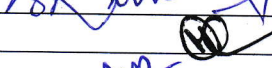

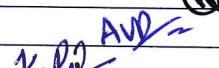
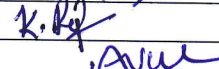
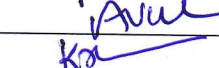
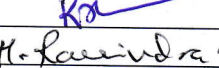
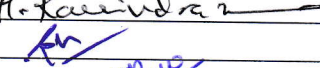
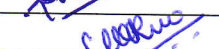
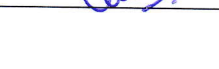
There will be an Internal Quality Assurance Cell (IQAC) committee meeting on 10.10.2024 at 2.00 PM in IQAC Cell. All the committee members are requested to make it convenient to attend the meeting.

**Date: 10.10.2024, Time 2.00 P.M. Venue: IQAC Cell**

**AGENDA**

1. Review of minutes of previous IQAC Meeting and subsequent action taken.
2. Review of academic results and action plan for improvement
3. Research and Developments activities
4. AQAR Submission for A.Y.2022-23
5. Preparations for NIRF, ARIIA Rankings
6. 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 :10.10-2024

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:

- Review of minutes of previous IQAC Meeting and subsequent action taken:** The minutes of the meeting were readout with a formal discussion with all IQAC members. These minutes of the meeting were approved by the IQAC members. Action taken report on the decisions of the previous meeting with respective to their departments was reviewed.
- Review of academic results and action plan for improvement:** it is discussed that the institute also planned to adapt online teaching-learning methodologies considering remedial and coaching classes. Sharing of recorded video lectures, additional teaching materials, e-books, etc. In association with IQAC, the institute has developed e-contents for Learning Management System (LMS). It is decided that all faculty members would design the PPTs as per the guidelines and they would be sent to SCET IQAC for approval for shooting of the video lectures
- Research and Developments activities:** It is decided that all faculties must submit research articles of their research work and the same to be published in international reputed journals of Scopus, SCI journals. Research proposals to government/ non-

Government funding agencies are expected from the faculty members and Research coordinator of the college will be coordinating with the departments regarding this. Research proposals are to be submitted by senior faculty members of the department. Alumni from reputed to be called for Guest lecturers and awareness programmes. It is decided before Implementation of research policy with respect to publications, Consultancy and Patents of research grants necessary revision and approval to be taken from the head of the institution.

4. **AQAR Submission for A.Y.2023-24:** Each Heads of the department (Academic, Research, and Student Affairs) has to present the strategy report for the next academic year 2024-25 which has to be developed by the heads of the several functional committees reporting to them.
5. **Preparations for NIRF, ARIIA Rankings:** To submit the data for NIRF, ARIIA, Rankings and Ratings to IQAC.
6. IQAC Coordinator has thanked all the members for their support for enhancing the quality aspects of the students, faculty and the institution. He also requested all the heads and department IQAC coordinators to submit status report of the departments regarding forth coming NBA Committee visit.

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