

**AGENDA AND NOTES OF THE THIRD MEETING OF IQAC-CEJ HELD ON 09-04-2019
IN THE PRINCIPAL'S CONFERENCE HALL, JNTUH CEJ**

Minutes of the 3rd Meeting and Resolutions

The Principal welcomed all the members and declared the third Meeting of IQAC-CEJ open

The Opening Note : Review of Previous Meeting (IQAC-2 dt.03.01.2019)

Resolution : Prof. N.V.S.Raju, IQAC Coordinator described actions taken of the resolutions of IQAC-2 agenda issues and the status of implementation.

Item No. IQAC-2/1 : Student Academic Issues

Resolution of IQAC-2/1.2: Resolved to encourage the bright students by conducting Seminars/ Guest Lectures with the advancements in the fields of their interests. The respective heads are advised to plan and schedule in this aspect.

Action Taken : Initiated the Remedial Classes. File enclosed.

Item No. IQAC-2/3 : Academic Facilities

Resolution IQAC-2/3.1: Resolved and advised the Principal to act upon and send the proposals to the University for Approval for the establishment of the department seminar halls.

Action Taken : Initiated the process.

Resolution of IQAC-2/3.2: Equipment Purchased

Action Taken : Purchased for ECE Electronic Circuit Analysis Lab: NI MULTISIM 14.0 Spice Based Circuit Simulation Software (25 Users License). File enclosed

Item No. IQAC-3/1 : Student Academic Issues

Item No. IQAC-3/1.1: Result Analysis and Remedial Classes

The analysis of results for the last semester is presented by IQAC-C.

Resolution : Members noted and suggested for remedial classes in certain courses.
File enclosed.

Item No. IQAC-3/1.2: Internships

IQAC-C presented the Internships details of students. File enclosed.

Resolution : Members noted.

Item No. IQAC-3/2 : Staff Academic Issues

Item No. IQAC-3/2.1 : Workshops/Seminars/Conferences/FDPs

The details of workshops, seminars etc. are presented by IQAC-C.

Resolution : The members have noted and appreciated. File enclosed.

Item No. IQAC-3/3 : **Academic Facilities**

Item No. IQAC-3/3.1: Establishment of department Libraries

IQAC-C presented the need for strengthening of department libraries as proposed by head of the department, ME.

Resolution : Resolved and appreciated the idea of HOD, ME to strengthen department libraries by encouraging the sponsors and alumni to add text books, competitive book. This may also be adopted by all engineering departments.

Item No. IQAC-3/3.2 : Suggestions, Complaints and Grievances

The feedback, complaints and grievances are presented by IQAC-C and informed about the complaints and suggestions given by stakeholders.

1. A request is received by some girl students “to install napkin vending machines in the Ladies toilets”.
2. A grievance from the parent of a girl student (though the Principal) is received for getting information of their wards about in/out time at the institution, particularly when they are allowed to outing/holidays, in the interest of their safety and security. The IQAC proposed to install the Bio-metric in/out information system aligned with Parent’s mobile.
3. A suggestion has been received from the alumni students that their services may be utilized for counselling/mentoring/suggesting their juniors to shape up their futures. IQAC proposed to alumni coordinator to prepare a system under the title “Alumni Member for Counselling Services” in various dimensions of the career guidance.

Resolution : The members have noted the actions taken and appreciated the proposals of installation of Napkins to provide good hygienic conditions, Biometric system for safety and alumni counselling for academic growth. The Principal is requested to initiate the action immediately.

Item No. IQAC-3/3.3: Equipment Purchased

IQAC-C presented the details of equipment purchased during last semester against the requirements raised by respective departments. In addition to the above IQAC –C presented the need for establishing an **RO drinking water plant**

Resolution : Members appreciated and approved.

Item No. IQAC-3/3.4: Requirement for purchase of equipment

IQAC-C presented the details of the equipment to be purchased against the requirement raised by respective departments (EEE, ME and ECE)

1. The proposal for the purchase of equipments for Control Systems Lab, Advanced Power Systems Lab and Power Electronics Lab for EEE Department is approved.
2. The proposal for the purchase of equipments for PT, ICS and TE Labs for ME department is approved.
3. The proposal for the purchase of equipments for ADC, EDC and Digital systems labs for ECE department is approved.

Resolution : Resolved to purchase equipment, raised by heads of the departments of EEE, ME and ECE and the principal is advised to act upon as per the rules and procedures in vogue.

Item No. IQAC-3/4 : Academic Audit

Item No. IQAC-3/4.1: Course and Programme auditing

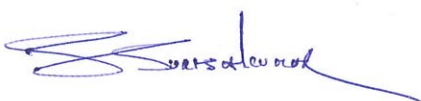
IQAC-C presented the auditing reports for the courses and programmes conducted during the last semester.

Resolution : Members noted and resolved.

Closing Note : The Coordinator IQAC, concluded and thanked all the members in the closing note.

The principal declared the third Meeting of IQAC-CEJ closed.

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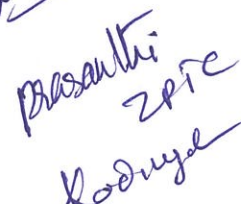
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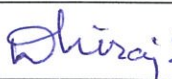
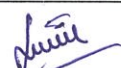


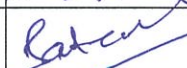


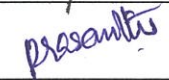

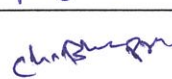

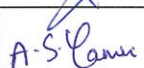

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Signature of IQAC Members present on 9-4-2019

Sl. No.	Role in IQAC	Designation	Name of the IQAC Committee Member	Signature
1	Chairman	Principal / Head of the Institution	Dr. NV Ramana	
2	Teacher Representative	Head, EEE department	Sri S.Jagadish Kumar	
3	Teacher Representative	Head, ME department	Dr. Suresh Arjula	
4	Teacher Representative	Head, ECE department	Dr.Dhiraj Sunehra	
5	Teacher Representative	Head, CSE department	Dr.D.Ramesh	
6	Teacher Representative	Head, IT department	Dr.S.Suresh Kumar	
7	Teacher Representative	Assoc. Professor of Physics	Dr.T.Sreekanth	
8	Teacher Representative	Training & Placement Officer	Dr.B.Sateesh Kumar	
9	Parent University Representative(Management)	Professor of ECE, JNTUH CEH	Dr.P.Chandrasekhar Reddy	
10	Administrative office Representative	Asst. Registrar	Sri NVVSN Murthy	
11	Local Society Representative	ZPTC Kodimial	Smt. Punugoti Prashanthi	
12	Student Representative (Girls)	B.Tech ECE 2 nd Year student	Ms.B. Naga Poojitha	
13	Student Representative (Boys)	B.Tech ME 2 nd Year student	Mr.Ch.Bhanu Prakash	
14	Alumni Representative	B.Tech ME 2012 Passed out student	Mr. Shivaraj Chavariya	
15	Alumni Representative	B.Tech EEE 2012 Passed out student	Ms.A.Sangeetha Yamini	
16	Parent Representative	Stake Holder 7-29, Ramalayam Veedhi, Kodimial Village & Mandal Phone: 8500822384	Sri K.Venkatesham	
17	Industrial Representative	CEO, M/s iBongo IT solutions Pvt. Ltd., Hyd. # 102, Mahitha Enclave, Above Heritage Fresh Madhuranagar, Hyd-38, Phone:040-23742082	Sri Veeru Duggineni	
18	Coordinator, IQAC	Professor of ME	Dr.NVS Raju	