

AGENDA AND NOTES OF THE FIRST MEETING OF IQAC-CEJ HELD ON 22-08-2018
IN THE PRINCIPAL'S CONFERENCE HALL, JNTUH CEJ

Minutes of the Meeting and Resolutions

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

The Opening Note: Formation of IQAC

The principal in the opening note proposed to dissolve the present College Advisory Board (CAB) and reinstitute it as **Internal Quality Assurance Cell (IQAC)** headed by **the Principal** of the institution (JNTUHCEJ) as **Chairman** and **Dr. N.V.S.Raju, Professor of Mechanical Engineering** as the **Co-ordinator** along with the committee members as listed in the annexure-I.

Resolution : All the members appreciated and approved with the following resolution.

Resolved that the earlier College Advisory Board (CAB) is dissolved and reinstated as Internal Quality Assurance Cell (IQAC) with the members listed in Annexure-I.

Prof. **Dr. N.V.S.Raju**, took over the charge and assumed the position of coordinator (**IQAC-C**)

Also, resolved that all the issues considered under CAB earlier, will be taken up under IQAC hereinafter.

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

Item No. IQAC-1/1.1: Course Outcomes

The course outcomes of all courses of the Engineering departments have been proposed by the respective heads of the departments for their relevant programmes and the same is presented by **Dr. N.V.S.Raju, Prof. of ME (IQAC-C)**. File enclosed.

Resolution : The members have noted and approved.

Item No. IQAC-1/1.2: Programme Outcomes Attainments

The abstract of all the departments submitted by the respective departments have been reviewed by the members and opined that improvement is needed in the following outcomes. Heads are advised to focus on these POs.

EEE – PO 2-5, 7, 10, and PSO2; ECE – PO1, 2, 3, 5, 6, 7, 9-12, PSO 1-3; CSE – PO1-4,6-12 and PSO 1-3.

Resolution : It is 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.

Item No. IQAC-1/1.3: Remedial Classes

The details of remedial classes conducted during the last semester are presented by IQAC-C. File enclosed.

Resolution : Committee appreciated and suggested some improvements. All the heads have noted.

Item No. IQAC-1/1.4: Projects/Internships

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

Resolution : Members noted.

Item No. IQAC-1/1.5: Add-on Courses

The IQAC-C proposed an idea of introducing Add-on courses to impart and develop the knowledge pertaining to skill development and training to the students in addition to courses offered. This will be useful to carry out their mini and major projects.

Resolution : The members appreciated and approved.

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

Item No. IQAC-1/2.1: Student Feedback reports

The student feedback is presented by IQAC-C. File enclosed.

Resolution : The members have noted and suggested some improvements to the low performing staff. The respected heads are advised to monitor.

Item No. IQAC-1/2.2: Student Feedback reports

The student feedback is presented by IQAC-C and informed about the complaints and suggestions given by the students.

Resolution : The members have noted and suggested some improvements to the low performing staff. The respective heads are advised to monitor. It is also suggested to extend the library timings and 24/7 computer lab up to 8-00 PM.

Item No. IQAC-1/2.3: FDPs/Workshops attended by the faculty

IQAC-C presented the details of FDPs and Workshops attended and conducted by the faculty. File enclosed.

Resolution : Members noted.

Item No. IQAC-1/3 : Academic Facilities

Item No. IQAC-1/3.1: Academic calendar

Department Academic calendars presented by IQAC-C.

Resolution : Members noted and ratified.

Item No. IQAC-1/3.2: 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 and books for competitive exams. This may also be adopted by all engineering departments.

Item No. IQAC-1/3.3: Equipment Purchased

IQAC-C presented the details of equipment purchased during last semester against the requirements raised by respective departments

Resolution : Approved and advised to audit.

Item No. IQAC-1/3.4: Requirement for purchase of equipment and Software

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

Resolution : 1. The proposal for the purchase of EMTP software for EEE department is approved.
2. (a) The proposal for the purchase of ANSYS software for ME department is approved.
(b) The proposal for the purchase of metallurgical inverted microscope for MMS lab in ME department is approved.
(c) The Head, department of ME is advised to send the proposals for the establishment of Fuels and Lubricants Lab.
3. The proposal for the purchase of CADENCE software for ECE department is approved.
4. The proposal for the purchase of Computers for CSE department is approved.
The Principal is advised to send proposals for the above to the University.

Item No. IQAC-1/4 : Academic Audit

Item No. IQAC-1/4.1: 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 first Meeting of **IQAC-CEJ** closed.

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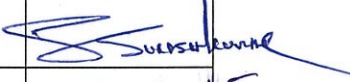


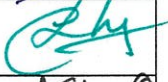
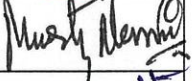
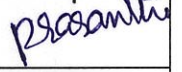
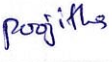


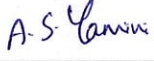


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Signature of IQAC Members present on 22-08-2018

Role in IQAC	Designation	Name of the IQAC Committee Member	Signature
Chairman	Principal / Head of the Institution	Dr. NV Ramana	
Teacher Representative	Head, EEE department	Sri S.Jagadish Kumar	
Teacher Representative	Head, ME department	Dr. Suresh Arjula	
Teacher Representative	Head, ECE department	Dr.Dhiraj Sunehra	
Teacher Representative	Head, CSE department	Dr.D.Ramesh	
Teacher Representative	Head, IT department	Dr.S.Suresh Kumar	
Teacher Representative	Assoc. Professor of Physics	Dr.T.Sreekanth	
Teacher Representative	Training & Placement Officer	Dr.B. Sateesh Kumar	
Parent University Representative(Management)	Professor of ECE, JNTUH CEH	Dr.P.Chandrasekhar Reddy	
Administrative office Representative	Asst. Registrar	Sri NVVSN Murthy	
Local Society Representative	ZPTC Kodimial	Smt. Punugoti Prashanthi	
Student Representative (Girls)	B.Tech ECE 2 nd Year student	Ms.B. Naga Poojitha	
Student Representative (Boys)	B.Tech ME 2 nd Year student	Mr.Ch.Bhanu Prakash	
Alumni Representative	B.Tech ME 2012 Passed out student	Mr. Shivaraj Chavariya	
Alumni Representative	B.Tech EEE 2012 Passed out student	Ms.A.Sangeetha Yamini	
Parent Representative	Stake Holder 7-29, Ramalayam Veedhi, Kodimial Village & Mandal Phone: 8500822384	Sri K.Venkatesham	
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	
Coordinator, IQAC	Professor of ME	Dr.NVS Raju	