

 <p>Estd.1995</p>	<p>VALLURUPALLI NAGESWARA RAO VIGNANA JYOTHI INSTITUTE OF ENGINEERING AND TECHNOLOGY</p> <p>Vignana Jyothi Nagar, Pragathi Nagar, Nizampet (S.O), Hyderabad – 500 090, TS, India. Telephone No: 040-2304 2758/59/60, Fax: 040-23042761 E-mail: postbox@vnrvjiet.ac.in, Website: www.vnrvjiet.ac.in</p> <p>INTERNAL QUALITY ASSURANCE CELL</p>	
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Minutes of the IQAC Meeting

A meeting of the IQAC was held on 20-01- 2018 at 3:30 PM. The agenda included a discussion of the NAAC SSR Cycle 2 information, Sensitization and Follow up quality indicators devised during cycle, to devise a mechanism for ensuring the credibility of Academics & Admissions, Teaching /Learning, Evaluation and Examination procedure through regular External Audit, and strategize for Promotion of Academic, Research & Consultancy, Extension and outreach activities.

Members Present

1. Dr. C. D. Naidu, Principal & Chairman IQAC
2. Dr. B. Chennakesava Rao, Director for Advancement & Dean Administration
3. Dr. A.S. Rao, Director, Centre for Projects Mobilization & Globalisation
4. Sri K. Harishchandra Prasad, Vice-President, Vignana Jyothi.
5. Er. J. Seshagiri Rao, Joint Secretary, Vignana Jyothi.
6. Mrs. Sandhya Kode, Director, Centre for Edutech & Learning Analytics
7. Dr. B. Narendra Kumar, Professor – CED & Dy. Dean Admin & Finance
8. Dr. K. Ramujee, Professor – CED & Dean Exams & Evaluation
9. Dr. K. Anuradha, Professor – EEED & Dean Academics
10. Dr. C. Kiran Mai, Professor – CSE Dept.
11. Dr. D. Pardha Saradhi, Head, T & P
12. Dr. A. Mallika, Professor & HOD–CE
13. Dr. MVRD Prasad, Professor & HOD–ME
14. Dr. T. Srinivasa Rao, Professor & HOD–AE
15. Dr. G. Suresh Reddy, Professor & HOD–IT
16. Mrs. B.V. Kiran Mayee, Associate Professor & HOD–CSE
17. Dr. Y. Padma Sai, Professor & HOD–ECE

18. Dr. S. Rajendra Prasad, Professor–ECE & Coordinator–PAAC
19. Mrs. Y. Bhanusree, Assistant Professor–CSE & Coordinator–NAAC
20. Dr. B.D.V. Chandra Mohan Rao, Professor CE & Coordinator–Academic Audit Cell
21. Mr. Ch. Jagdieshwar Reddy, 2004 passed out student
22. Kum. T. Spandana (III B.Tech. ECE Student)
23. Mr. P. Venkat (III B.Tech CSE Student)
24. Mr. J.V.R.S. Prasad, Head Talent Development Hyderabad, TCS
25. Dr. D. Vijaya Prasad, Director, VJIAS
26. Dr. K. Neelaveni, Associate Professor–H&S Co-Coordinator–IQAC
27. Mrs. N. Subhashini, Assistant Professor–CSE Co-Coordinator–IQAC
28. Dr. Poonam Upadhyay, Professor & HOD–EEE, Coordinator–IQAC

Invitees

- 1) Mr.B.V.Krshna rao
- 2) Dr . N. Krishna Kumari , Associate Professor EEE&NBA Co-ordinator
- 3) Dr.K.Ravi Kumar,Associate Professor EEE & AICTE Co-ordinator

Members were on leave of absence.

- i) Dr. A.S. Rao, Director, Centre for Projects Mobilization & Globalisation
- ii) Dr. R. Manjula sree, Associate Professor & HOD–EIE
- iii) Dr. T. Jayashree, Professor & HOD–H&S
- iv) Smt. Santha Kumari, Sarpanch of Gram Panchayat, Pragati Nagar

The following are the minutes of the meeting.

- i) The new NAAC SSR Format of 2017 was discussed in front of the committee. Also, the Quality strategies devised by IQAC, how the mechanism of External Audit will help establish the credibility of Teaching Learning, Evaluation and Examination procedure, and the need to strategize for Promotion of a reinforced and better Academic, Research & Consultancy, Extension and outreach activities were discussed. The members were invited for suggestions on these points.

- *Action to be taken up by the Academic Audit Cell*

- ii)** In connection with devising a mechanism for ensuring the credibility of admissions, one of the industry representatives said that the institute must request Govt. for the freedom to pick up students who are good at innovative project work within the quota of 15% NRI intake.
- *Action to be taken up by PAAC*
- iii)** Addressing the issue of Consultancy, Mr JVRS Prasad advised that the Institutes can develop a start-up culture and train the students. He said that we have to train our students in the new technologies to carry out innovation.
- *Action to be taken up by each department*
- iv)** Throwing light on the kind of extension and outreach activities conducted by the institute, one of the members from CE explained the outreach activities taken up by the Civil Engineering Department. Another idea for outreach activity was to come up with initiatives such as Fit for Life, purpose for life initiatives from members.
- *Action plan need to be prepared by each department*
- v)** With regard to Extension and outreach activities, the external expert Mr JVRS Prasad extended help to offer some projects to the students which can be socially useful and relevant.
- *Action to be taken up by each department*
- vi)** A student representative expressed the need for substantial amount of time for students to continue with the projects they have taken up and showcase it in the project expo.
- vii)** The external expert, Mr. J.V.R.S. Prasad also recommended a beneficial & proactive initiative to set up a Health, Safety & Environment (HSE) center.
- viii)** The meeting concluded on a positive note with the external experts wishing the faculty and Institute to work towards excellence.

Coordinator – IQAC



Minutes of the Meeting

The meeting commenced at 11 A.M. on 24th June 2017

- The coordinator, Dr. Poonam Upadhyay asked the members to work for the completion of AQAR 2016-17.
- The coordinator reviewed the activities of the IQAC Cell.
- The members submitted the partially completed AQAR to the coordinator for revision.

Dr. Poonam Upadhyay
Coordinator, IQAC



Minutes of the Meeting

The meeting commenced at 11 A.M. on 12th November 2016

- The coordinator, Dr. Poonam Upadhyay told the committee that Dr. Sethuraman would give Criteria wise inputs to the members to improve the quality of various aspects.
- The coordinator also informed the members that Prof. Sethuraman would discuss the Innovative practices followed Higher Education Institutions.
- The members were urged to give a keen ear to Prof. Sethuramans’ suggestions so that they can translate the suggestions into action.

Dr. Poonam Upadhyay
Coordinator, IQAC



Minutes of the meeting

The IQAC meeting was held on 30th April 2016 at 3:30 P.M. at the Institute Board room.

Members Present:

1. Dr. C. Kiran mai, Principal, VNRVJIET
2. Er. J. Seshagiri Rao, Joint Secretary, Vignana Jyothi
3. Dr. A.S. Rao, Director, Centre for Projects Mobilization & Globalization
4. Dr. B. Naga Malleswara Rao, Vice – Principal & Dean Academics VNRVJIET
5. Dr. B. Raveendra Babu, Dean Administration & Finance & HOD – CSE
6. Dr. C.D. Naidu, Director, PG Studies
7. Dr. Vijaya Prasad, Director, VJIAS
8. Dr. N. Venkata Narayana , Incharge of Exams & Evaluation
9. Dr. D. Pardha Saradhi, Head – T&P
10. Dr. A. Mallika, HOD – CE
11. Dr. M.V.R.D. Prasad, HOD – ME
12. Mr. T. Srinivasa Rao, HOD – AE
13. Mr. D. Srinivasa Rao, Incharge IT Dept.
14. Dr. Y. Padma Sai, HOD – ECE
15. Ms. R. Manjula Sree, HOD – EIE
16. Dr. K. Anuradha, HOD – EEE
17. Dr. T. Jayashree, HOD – H&S
18. Dr. K. Murali Krishna, Coordinator – PAAC
19. Dr. BDV Chandra Mohan Rao, Coordinator – AAC
20. Mr. Ch. Jagadishwar Reddy Alumni 2011 Batch
21. Kum. K. Apporva (III B.Tech. Civil Engg. Student)
22. Mr. JVRS Prasad, Industry Representative – TCS
23. Dr. Poonam Upadhyay, Coordinator – IQAC
24. Dr. Baishali Mitra Co-coordinator – IQAC
25. Ms. N. Subhashini Member – IQAC

Members on Leave of Absence:

1. Sri K. Harishchandra Prasad, Vice President Vignana Jyothi
2. Dr. A. Subhananda Rao, Director, Proposed University Campus & CEO – Vignana Jyothi
3. Ms. Sandhya Kode, Director Enhance Edu, IIT Hyderabad
4. Ms. Nagamani, Sirpanch of Gram Panchayat, Pragati Nagar
5. Dr. Srinagesh, Industry Representative – INFOSYS

The meeting started with Chairman and Coordinator IQAC welcoming the guests.

1. Confirmation of the minutes of the last IQAC Meeting

As there weren't any comments received on the minutes, it was considered read and confirmed.

2. Action taken on the minutes of the last meeting

2.2 Members suggested that outcomes of various quality parameters should be measurable and a dashboard of metrics should be prepared.

Action Taken: IQAC Team

2.2 Members suggested that quality parameters based on NAAC criteria should be prepared as guidelines.

Action Taken: IQAC Team

3. Review of activities of IQAC cell till date & Approval of quality metrix formats.

IQAC coordinator Dr. Poonam Upadhyay presented the activities of IQAC. Members discussed and approved the quality metrics formats.

4. Gap analysis

There have been detailed discussions among the members on the Gap Analysis of Criteria – II (Teaching learning & Evaluation) and Criteria – VII (Innovative Practices) of NAAC 2012 report done by IQAC.

Committee member Mr. JVRS Prasad from TCS said he will extend his support for creating digital experiences on various sectors. He also indicated that TCS can provide

support for training students, faculty as well as facilitating infrastructure. He also suggested for industry collaboration for bringing in innovative practices.

Dr. A.S. Rao, Director, VNRVJIET suggested special measures for improving Math and English skills of the socially disadvantaged students, he mentioned that with technology and social innovation, the upliftment of the disadvantaged section can happen.

Action by: It was decided that IQAC Team will coordinate and take action towards collaboration on innovative practices with TCS

5. Any other matters with the permission of Chairman

Further, Dr. Vijaya Prasad, Director, VJIAS explained the formation and the duties of IQAC in detail, He asked IQAC to work upon the recommendations from the last NAAC accreditation report and prepare guidelines and 'to-do' list for all departments.

Er. J. Seshagiri Rao, Joint Secretary, Vignana Jyothi also suggested that IQAC should prepare roadmap for the departments based on the NAAC recommendations.

Action by: It was decided that IQAC will prepare a roadmap for the departments and all Heads of the departments will ensure necessary action toward next NAAC accreditation.

Principal and Vice principal advised IQAC on future action plan.

Chairman announced the conclusion of the meeting.

Dr. Poonam Upadhyay
Coordinator, IQAC



Minutes of the Meeting

The meeting commenced at 11 A.M. on 7th February 2015

- The Discussion started with a presentation by IQAC Team regarding Attendance DQI.
- The General Secretary Vignana Jyothi, gave his suggestion towards generating effective Daily reports.
- The members discussed it with representatives from CAMS for complete automation of DQIs.
- IQAC was instructed to generate further indices on various parameters of Teaching Learning.
- Discrepancies between IQAC and CAMS “on rolls” data was discussed.
- The meeting ended with specific targets set for IQAC.

Dr. Poonam Upadhyay
Coordinator, IQAC



Minutes of the Meeting

The meeting commenced at 11 A.M. on 2nd August 2014

- All the IQAC internal committee members were present for the discussion. General Secretary Dr. D.N. Rao was the special invited guest.
- The members reviewed the minutes of the previous meeting and the necessary actions taken.
- The quality indices on various parameters were reviewed and improvement was suggested.

Dr. Poonam Upadhyay
Coordinator, IQAC

**Minutes of the first restructured meeting of IQAC
held at 11:30 A.M. on 3RD February 2014**

1. Committee Members

1.1 List of members present - Thirty Five (35) Members were present at the Meeting.
The List is attached along with.

1.2 List of Absentees

1. Dr. B. RaveendraBabu, Dean Administration & Finance
2. Smt. K. Rama Devi, E.O. of Gram Panchayat, Pragati Nagar
3. Mr. K. Vinod, ECE, 2003 passed out student

1.3 Special invitee **Dr D N Rao** General Secretary, Vignana Jyothi.

2. The meeting was convened at 11. 30 Am and Chairman Dr. C. D. NAIDU presided over the meeting.

2.1 The Chairman welcomed all the members and special invitees of IQAC. He specially welcomed external members, namely Sri K. Harishchandra Prasad, Er. J. Seshagiri Rao, Dr. J.M. Naidu, Mr. J.V.R.S. Prasad From TCS, Dr. C. Srinagesh from Infosys and Dr D N Rao, General Secretary, Vignana Jyothi.

2.2 The IQAC Team was established -

Chairman, Dr. C.D. Naidu, Principal, VNRVJIET

In- Charge / Coordinator, Dr Poonam Upadhyay, Professor, EEE Dept

Member / co coordinator, Dr Baishali Mitra, Sr. Asst. Prof, H&S Dept

Member, Ms Pratyusha, Asst. Prof, CSE Dept

3. Initiating the agenda items the Chairman requested the Member-Secretary to place the agenda item for discussion.

3.1 The Chairman gave a brief presentation about the Institute's status and achievements.

3.2 There was a discussion about the Institute's placement and other Trademarks. There were valuable suggestions and inputs towards enhancing quality from Mr. J.V.R.S. Prasad, Dr. C. Srinagesh and Dr. D N Rao, General Secretary, VNRVJIET.

3.3 Targets such as - all the faculty members should be PhDs and all the lab Technicians should be B.Tech graduates by 2017, have been set by Dr. DN Rao.

3.4 Capacity expansion and augmentation of infrastructure facility for all academic departments has been discussed.

4. The Quality Manual was presented for discussion and approval.

4.1 The efforts rendered for a complete IQAC manual were appreciated.

4.2 Dr D N Rao, Ms Sandhya Kode, Dr. C. Srinagesh and Mr. J.V.R.S. Prasad agreed that the 'outcomes' of IQAC should be measurable and hence there is a need to introduce metrics and rubrics as well as data, statistics etc. Mr J.V.R.S. Prasad advised the IQAC Team to prepare a 'dashboard' for objective – outcome mapping and it was supported by all senior members.

- 4.3 Mr J.V.R.S. Prasad suggested that 'Quality Policy' should be written at the beginning of the Manual instead of page No 22nd.
 - 4.4 He also enhanced the point that the first and foremost Quality Policy should be to create good citizens and to make them aware towards their societal responsibility.
 - 4.5 Important events like, programmes / workshops / Lectures on quality was tentatively planned.
 - 4.6 Mr J.V.R.S. Prasad and Dr. C. Srinagesh volunteered to conduct a few sessions for the students as well as for the faculty to render various industry inputs regarding quality.
 - 4.7 Certain guidelines have been discussed for the formats and its functioning.
- 5. Other important matters regarding enhancing and sustaining quality were discussed. –**
- 5.1 Dr. C. Srinagesh said the objectives of IQAC should match the expectations of all the stakeholders of the Institute and was supported by Mr J.V.R.S. Prasad.
 - 5.2 General Secretary, VNRVJIET Dr D N Rao spoke on integrative learning and advised IQAC to link up with the Institutional Spectral Pyramid; And was supported by Ms Sandhya Kode.
 - 5.3 Ms Sandhya Kode suggested to charter a data sheet of lead indicator and lag indicator to mark a clear path for IQAC
 - 5.4 Mr J.V.R.S. Prasad spoke on active learning methods. HOD EEE, HOD H&S and HOD ECE supported with valuable inputs regarding innovative methods like POGIL, CAREER VISION, and CERTIFICATE COURSES that are practised at the Institute.
 - 5.5 Students Mr. PS.K. Jayadev and Ms K.Savitha shared their positive experiences about VNR Differentiators like, shadow Engineering, Mirror Engineering and POGIL. They mentioned how these innovative efforts of the Institute are bringing in quality teaching – learning measures.
 - 5.6 Dr. Vijay Prasad advised on the FUNCTIONAL ASPECTS OF IQAC and mentioned the importance of NAAC Accreditation and the importance of AQAR Guidelines.
 - 5.7 Director Dr. A. Subhananda Rao mentioned the significance of Research and Consultancy to sustain quality and Mr J.V.R.S. Prasad rendered his helping hand to provide guidance in this matter both for faculty and students.
 - 5.8 Dean, Exam Branch explained the changes in evaluation and assessment that is brought in after Autonomy status.
 - 5.9 The meeting concluded with a positive note with Dr. C. Srinagesh appreciating students of VNR VJIET as the most promising employees.

Dr. C.D. Naidu
Chairman, IQAC - VNRVJIET

Minutes of the first restructured meeting of IQAC at 11:30 A.M. on 3RD February 2014

List of members Present

1. Dr. C.D.Naidu, Principal of VNRVJIET
2. Sri K. Harishchandra Prasad
3. Er. J. Seshagiri Rao
4. Dr. J.M. Naidu
5. Dr. A. Subhananda Rao, Director, Proposed University Campus
6. Dr. A.S. Rao, Director, Centre for Projects Mobilization & Globalization
7. Mrs. Sandhya Kode, Director, Centre for Edu-Tech & Learning Science
8. Col. (Retd.) C.V.S. Ratna Kumar, Registrar, Vignana Jyothi
9. Dr. C. Kiranmai, Dean Academics
10. Dr. P. Nageswara Rao, Dean Exams & Evaluation
11. Dr. D. Pardha Saradhi, Head, T&P
12. Dr. B.N. Malleswara Rao (HOD–CE)
13. Mr. P. Raja Rao (HOD–ME)
14. Mr. T. Srinivasa Rao (HOD–AE)
15. Mr. G. Suresh Reddy (HOD–IT)
16. Dr. Y. Padma Sai (HOD–ECE)
17. Mr. S. Pranavanand (HOD–EIE)
18. Dr. K. Anuradha (HOD–EEE)
19. Dr. T. JayaShree (HOD–H&S)
20. Dr. K. Murali Krishna (H&S)
21. Mr. B. Satyanarayana (ME)
22. Mr. G. Radha Krishna (IT)
23. Dr. B.D.V. Chandra Mohan Rao (CE)
24. Mr. SK. Shariff (ECE)
25. Smt. V. Baby (CSE)
26. Smt. K. Sudha Rani (EIE)
27. Smt. N. Krishna Kumari (EEE)
28. Mr. Dixit, EEE, 2011 passed out student
29. Mr. PS.K. Jayadev, Student of III year B.Tech. CSE, HT. No: 11071A05A0
30. Ms. K. Savitha, Student of II year B.Tech EEE, H.T. No.12071A0249
31. Mr. J.V.R.S. Prasad, Representative of TCS
32. Dr. C. Srinagesh of Infosys
33. Dr. Vijaya Prasad (Former Director, NAAC)
34. Dr. Poonam Upadhyay
35. Dr. Baishali Bhaumik Mitra