



# SREE VIDYANIKETHAN ENGINEERING COLLEGE

(AUTONOMOUS)

SREE SAINATH NAGAR, A RANGAMPET-517 102

## Internal Quality Assurance Cell (IQAC)

1<sup>st</sup> Meeting on 25-07-2013

### AGENDA

1. Introduction of IQAC Members by Chairperson
2. Significance of IQAC
3. Approval of Vision, Mission, Objectives and Functions of the IQAC
4. Finalization of Parameters for Data Audit
5. Plan of action on Peer Team Report of Institutional NAAC Accreditation
6. Approvals
  - a. IQAC Events & Calendar
  - b. IQAC Meetings
7. Any other item

### Minutes of the Meeting

- Item 1** : Dr. P.C. Krishnamachary, Principal, SVEC, Chairperson for IQAC initiated the first meeting and welcomed the members of the newly formed committee to all its members.
- Item 2** : Coordinator of IQAC presented the need for the establishment of IQAC to its members, discussed on the significant objectives of IQAC with reference to NAAC guidelines. Quality awareness programs to be organized by Senior faculty members of SVEC to its members of faculty before the next planned meet of IQAC was discussed.
- Item 3** : Chairperson presented the Vision, Mission, Objectives and Functions of IQAC, which are based on NAAC guidelines and upon discussion it was approved. IQAC shall be the prime body on planning and evaluating the activities of the institution.
- Item 4** : Committee deemed it necessary to include aspects of Curriculum, Teaching, Learning and Evaluation, Research, Consultancy and Extension, Infrastructure and Learning Resources, Student Support and Progression, Innovations and Best Practices as part of IQAC parameters to monitor the quality of the institution. A draft audit template is presented for approval. It was also approved that an audit by an internal expert team will be conducted and an Academic Audit report will be submitted to the Chairman IQAC annually for discussion in IQAC and GB meetings.



**Item 5:** IQAC discussed on the suggestions given by peer team for Institutional NAAC Accreditation and suggested a plan of action during next five years.

**Item 6:** IQAC members unanimously decided to initiate following quality initiative activities as part of IQAC during the current semester

- A Talk on Knowledge areas prescribed by “American Professional Societies & Blooms Taxonomy” is planned to be conducted as part of enlightening of OBE.
- An awareness program on NBA Accreditation is planned to be conducted for members of faculty of CSSE and EEE departments, submitting SAR in new formats under Tier-I.

IQAC Chairperson instructed the IQAC Coordinator to finalize IQAC calendar and conduct four IQAC meetings in September, December, March and June of every academic year starting from 2014-15.

Members of IQAC authorized chairperson to conduct IQAC meetings whenever deemed necessary during the academic year. He is also further empowered to conduct meetings of IQAC in presence of all internal members with due permission of external members for urgent issues if any.

**Item 7:** Heads of the departments shall be requested to submit a copy of department Training Needs Analysis and activity calendar for the academic year to IQAC office.

*B. Narendrakumar*

**Mr. B. NARENDRA KUMAR RAO**  
Coordinator, IQAC



*P. C. Krishnamachary* 25/07/2013  
**Dr. P.C. KRISHNAMACHARY**  
*Principal & Chairman, IQAC*  
**PRINCIPAL**  
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