



St. Ann's College of Engineering and Technology
Nayunipalli Village, Challareddypalem Post, Vetapalem Mandal,
Chirala, Prakasam District, Andhra Pradesh - 523 187

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Venue: Board Room (003) Dt: 17-02-2021 Time: 02.00 PM

Dr. P. Ravi Kumar, Principal and Chairperson-IQAC chaired the IQAC meeting. He commenced the meeting by welcoming the members and requested Mr. K. Ramesh Babu, Coordinator-IQAC to conduct the proceedings.

Agenda:

1. Review of minutes of the previous meeting
2. Introduction of Members of the reconstituted IQAC
3. Nomination of Co-Coordinator for IQAC
4. Importance of IQAC in Autonomous Colleges and NAAC
5. Review on the Evaluation Report received from NBA
6. Progress of the Autonomous Work
7. Collection of Data for AQAR 2019-20
8. Any other points raised by the members with the permission of Chairperson

Agenda Point 1: Review of minutes of the previous meeting

Minutes of the previous meeting dated 20-01-2020 are confirmed without any objection from the members. Due to the outbreak of COVID pandemic, the college didn't function for nearly 8 months i.e., from March 2020 to October 2020, the IQAC meeting could not be conducted.

Agenda Point 2: Introduction of Members of the reconstituted IQAC

Resolution: The Coordinator introduced the members of the reconstituted IQAC as given below. He requested the members to work more effectively for meeting the objectives of IQAC.

Agenda Point 3: Nomination of Co-Coordinator for IQAC

Resolution: To assist the Coordinator in various aspects for efficient functioning of IQAC, need was felt for creating Co-coordinator position in the IQAC. The committee unanimously nominated Dr. Ch.Rama Krishna Rao, Associate Professor, MBA to act as Co-coordinator for which Dr. Ch.Rama Krishna Rao has gladly accepted the position.

Agenda Point 4: Importance of IQAC in NAAC and Autonomous Colleges

Resolution: The coordinator narrated the role of IQAC in NAAC and also its importance once the Autonomous Status is granted to the college.

Agenda Point 5: Review on the Evaluation Report received from NBA

Resolution: The HODs of ECE and CSE on the request of the Chairperson presented to all the members, the strengths, weaknesses and deficiencies as given in the report. The Chairperson asked them to submit the detailed proposals to overcome weaknesses and deficiencies as early as possible.

Agenda Point 6: Progress of the Autonomous Work

Resolution: As per the UGC guidelines, the Online Application has to be submitted before the submission of the hard copy. Hence, duly filled in Online Application was submitted on 13-02-2021 successfully. The hard copy of the Autonomous Application with all the Annexures is prepared and kept ready for the submission to the UGC, New Delhi through JNTUK, Kakinada.

Agenda Point 7: Collection of Data for AQAR 2019-20

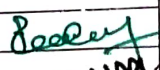
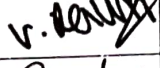
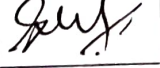
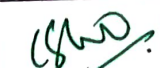
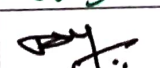
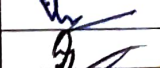
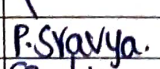
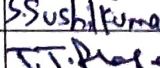
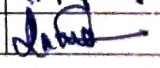
Resolution: The Chairperson instructed the HoDs and Conveners of various committees and section in charges to submit the data for AQAR 2019-20 in the prescribed format to the Coordinator on or before 31-03-2021 without fail for further necessary action.

Agenda Point 8: Points raised by the Chairperson

Resolution: The Chairperson proposed few modifications in the present student counselling system by adding the student's performance in co-curricular and extra-curricular activities, etc. The new data format enables the collection of data for his/her entire course of study to know the progress continuously.

Resolution: To improve the Placements further, soft skills need to be instilled from first year level onwards. Considering its importance, Chairperson proposed Special Coaching on English Language Communication Skills and Aptitude for the first-year students. The Chairperson asked the First year Coordinator Mr. S. Amarnath Babu to monitor the Coaching Classes and update the Principal on all aspects of the coaching regularly.

Members Attended:

S. No.	Name	Designation	Category	Position	Signature
1	Dr. P. Ravi Kumar	Principal	Head of the Institution	Chairperson	
2	Sri. V. Rama Krishna Rao	Secretary	Member from the Management	Member	
3	Sri. S. Lakshmana Rao	Correspondent	Senior Administrative officer	Member	
4	Dr. C. Subba Rao	Director, ARD	Senior Administrative officer	Member	
5	Sri. R. V. Ramana Murthy	Manager	Senior Administrative officer	Member	
6	Sri. Ch. Pavan Kumar	Professor, CE	Teacher	Member	
7	Sri. V. Lakshmi Narayana	Assoc. Prof., ME	Teacher	Member	
8	Dr. G. Prasuna	Assoc. Prof., CSE	Teacher	Member	
9	Dr. Ch. V. Rama Krishna	Assoc. Prof., MBA	Teacher	Member	
10	Dr. Waheed Shafia	Assoc. Prof., English	Teacher	Member	
11	Ms. R. Radha Kumari	Assoc. Prof., ECE	Teacher	Member	
12	Sri. Y. Narayana Rao	Assoc. Prof., EEE	Teacher	Member	
13	Mrs. M. Sarada	Asst. Prof., MCA	Teacher	Member	
14	Dr. Satram Malleswara rao	Rtd. Principal	Nominee from Local Society	Member	
15	Sravya Pachipulusu	19F01A04L4	Student	Member	
16	Sreeram Susheel	Alumni	Alumni	Member	
17	Sri. Tulasi Tirumala Prasad	Parent	Parent	Member	
18	Sri. K Ramesh Babu	Assoc. Prof., EEE	Senior Teacher	Coordinator	