



**SRI VENKATESWARA COLLEGE OF ENGINEERING & TECHNOLOGY**  
**(AUTONOMOUS)**  
R.V.S. NAGAR, CHITTOOR-517127

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IQAC/01/2018-19

**MINUTES OF THE MEETING**

**Date:** 14-07-2018

**Time:** 11.00 AM

**Venue:** Conference Hall, SVCET, Chittoor.

**Chairperson:** Dr. P. Bhaskar, Principal, SVCET(A), Chittoor.

A meeting of all the members of IQAC was convened on 14-07-2018 at 11:00 AM.

The meeting had the required quorum.

Dr. E. Lokanadha Reddy, Coordinator, IQAC, welcomed all the members of IQAC. The meeting started with the permission of the chairperson.

**Agenda Item no.1:** Action taken on the suggestions of the previous minutes of the meeting.

- Dr. E. Lokanadha Reddy, Coordinator, IQAC, briefed members about the action taken on the minutes of the previous IQAC meeting. All the members expressed their satisfaction with respect to the action taken with respect to the minutes of the previous meeting.

**Agenda Item no.2:** Action plan proposed for the academic year 2018-2019.

- The committee after thorough brainstorming suggested the following action plan for the academic year 2018-2019.

Plan of action	Achievements/Outcomes
Curriculum implementation strategies	<ol style="list-style-type: none"><li>1. Implementation of salient features of new regulations</li><li>2. Creating resources for newer curricular components</li></ol>
Novel teaching methods	<ol style="list-style-type: none"><li>1. Improvement in quality of teaching</li><li>2. Improvement in pass percentage of the students</li></ol>
Increasing faculty research output	<ol style="list-style-type: none"><li>1. Increase in number of publications</li></ol>

Promoting Students to participate in extension activities	1. Increase in number of student activities through NSS
Augmenting library facilities	1. Purchase of books pertaining to the programs as well for the competitive examinations
Promoting student experiential learning for skill development	1. Increase in the laboratory component in the curriculum 2. New laboratories established
Student training activities	1. Student placements in IT and core companies 2. Students pursuing higher education in national and international institutions
Faculty development programs	1. Subject domain training for teachers 2. Research and pedagogical skills
Academic audit	1. The status report of the functioning of the departments for further planning

**Agenda Item no.3:** Proposed Schedule of IQAC meetings.

- The committee had proposed the following schedule for the IQAC meetings similar to the previous year.
- II Quarter to be held in the month of October and subsequent meetings for the rest of the quarters to be held in the months of January and April respectively.

**Agenda Item no.4:** IQAC Events and Calendar.

- The committee had proposed the following IQAC Events and Calendar.

Title of the quality initiative by IQAC	Proposed Date & duration	Approximate number of participants/beneficiaries
Use of ICT in teaching-learning	July 2018, one day	120 faculty members

Student assessment strategies in OBE	October 2018, one day	100 faculty members
Evaluation reforms	January 2019 5 HOURS	25, Deans and HoDs

**Agenda Item no.5:** ICT Implementation for student learning

- It was resolved to implement ICT as an integral part of teaching learning process by converting more classrooms into e-class rooms. These rooms have been equipped with LCD projectors, audio systems, and Wi-Fi connectivity.

**Agenda Item no.6:** Orientation programme for I B.Tech.

- The orientation program for I year UG was discussed and the schedule was circulated to all the members.

**Agenda Item no.7:** Planning of Statutory body meetings such as BoS meetings, AC meetings and GB meetings.

- The committee had proposed the AC meeting to be conducted during the month of October, 2018.

**Agenda Item no.8:** Quality Enhancement: NBA Accreditation.

- All department HODs presented their department PPTs for the upcoming NBA inspection. It was resolved to conduct mock accreditation for all the departments.

**Agenda Item no.9:** Schedule of academic audit

- It was resolved to conduct academic audit for various departments for the academic year 2017-18. The tentative schedule was circulated.

**Agenda Item no.10:** Initiatives in Teaching Learning.

- It was unanimously resolved that all the faculty members would be encouraged to prepare the recorded videos of their respective subjects in line with those offered by NPTEL, and Coursera.

**Agenda Item no.11:** Any other item with the permission of the chair

- It was resolved to depute faculty members to attend the faculty development programs at reputed institutes and universities across India and abroad in the thrust areas of the departments.
- It was resolved that the institution should increase the number of seminars and expert lectures organized in the emerging areas of Engineering, Technology, and Management.



Chairperson, IQAC



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**IQAC/02/2018-19**

**MINUTES OF THE MEETING**

**Date:** 13-10-2018

**Time:** 11 AM

**Venue:** Conference Hall, SVCET, Chittoor.

**Chairperson:** Dr. P. Bhaskar, Principal, SVCET(A), Chittoor.

A meeting of all the members of IQAC was convened on 13.10.2018 at 11:00 AM. The meeting had the required quorum.

Dr. E. Lokanadha Reddy, Coordinator, IQAC, welcomed all the members of IQAC. The meeting started with the permission of the chairperson.

**Agenda Item no.1:** Action taken on the suggestions of the previous minutes of the meeting.

- Dr. E. Lokanadha Reddy, Coordinator, IQAC, briefed members about the action taken on the minutes of the previous IQAC meeting. All the members expressed their satisfaction with respect to the action taken with respect to minutes of the previous meeting.

**Agenda Item no.2:** Review of Syllabus Coverage

- The committee was apprised on the coverage of syllabus furnished by the respective heads of the department for the AY-2018-2019.
- Committee discussed the syllabus coverage by all the departments. IQAC noted remarks from faculty members who had taken extra classes for completing the syllabus.

**Agenda Item no.3:** Schedule for Department Association activities.

- It was resolved to schedule the department association activities and instructed the HODs to plan for the same at the departmental level.

**Agenda Item no.4:** Any other item with the permission of the chair

- IQAC Chair invited proposals from all departments for offering value added courses. Some members suggested the introduction of skill development / analytical ability enhancement courses.

Chairperson, IQAC



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**IQAC/03/2018-19**

**MINUTES OF THE MEETING**

**Date:** 12-01-2019

**Time:** 11 AM

**Venue:** Conference Hall, SVCET, Chittoor.

**Chairperson:** Dr. C Vijayabhaskar Reddy, Principal I/c, SVCET(A), Chittoor.

A meeting of all the members of IQAC was convened on 12.01.2019 at 11:00 AM.

The meeting had the required quorum.

Dr. E. Lokanadha Reddy, Coordinator, IQAC, welcomed all the members of IQAC. The meeting started with the permission of the chairperson.

**Agenda Item no.1:** Action taken on the suggestions of the previous minutes of the meeting.

- Dr. E. Lokanadha Reddy, Coordinator, IQAC, briefed members about the action taken on the minutes of the previous IQAC meeting. All the members expressed their satisfaction with respect to the action taken with respect to the minutes of the previous meeting.

**Agenda Item no.2:** Placement and Training

- It is resolved to conduct training classes on communication skills and aptitude for III B.Tech students. Further, it was resolved to conduct online assessment tests related to verbal, analytical, numerical, and technical abilities of final year students of B.Tech/MBA/MCA.

**Agenda Item no.3:** Discussion on NIRF 2019 ranking

- It was resolved that Institute will apply for NIRF ranking 2019 and IQAC resolved to improve on NIRF parameters for obtaining a better ranking.

**Agenda Item no.4:** Discussion about Testing & Consultancy

- It was unanimously resolved to enhance testing and consultancy activity in order to generate revenue as well as to improve resource sharing and expertise.

Chairperson, IQAC



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**IQAC/04/2018-19**

**MINUTES OF THE MEETING**

**Date:** 13-04-2019

**Time:** 11.00 AM

**Venue:** Conference Hall, SVCET, Chittoor.

**Chairperson:** Dr. C. VijayaBhaskar Reddy, Principal I/c, SVCET(A), Chittoor.

A meeting of all the members of IQAC was convened on 13.04.2019 at 11:00 AM. The meeting had the required quorum.

Dr. E. Lokanadha Reddy, Coordinator, IQAC, welcomed all the members of IQAC. The meeting started with the permission of the chairperson.

**Agenda Item no.1:** Action taken on the suggestions of the previous minutes of the meeting.

- Dr. E. Lokanadha Reddy, Coordinator, IQAC, briefed members about the action taken on the minutes of the previous IQAC meeting. All the members expressed their satisfaction with respect to the action taken with respect to the minutes of the previous meeting.

**Agenda Item no.2:** Faculty requirement for the ensuing year.

- The details of the faculty requirement have been furnished to the committee along with the qualifications and experience by all the heads of the department for the ensuing year.
- Coordinator, IQAC, read the details furnished by the respective Heads of the department for the benefit of its members.

**Agenda Item no.3:** Research Publications

- It was resolved to encourage the faculty members to publish their research papers in Scopus and SCI indexed Journals, to file the patents, and to increase the number of sponsored projects by submitting proposals to various funding agencies (UGC, MHRD, AICTE and DST) for seeking funds.

**Agenda Item no.4:** To discuss the procedure for obtaining relevant data for the preparation of the AQAR.

- It was resolved that Dr. E. Lokanadha Reddy, IQAC coordinator, will be entrusted with the responsibility to work out and implement an effective procedure for obtaining the relevant data necessary for timely preparation and submission of AQARs .

**Agenda Item no.5:** To report on the budget proposal for 2019-20

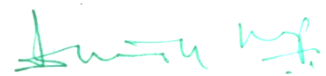
- Budget proposals for 2019-20 submitted by all the departments have been reviewed and forwarded to the finance committee for approval.

**Agenda Item no.6:** Schedule for academic audit.

- The committee is of opinion that there should be a proper audit in fixed intervals, and a working mechanism to overcome the lapses identified during the academic audit.

**Agenda Item no.7:** Student placement details.

- The committee reviewed the details furnished by the training and placement department about those students who got placed during the AY 2018-2019.
- The committee also reviewed the action plan for training of II, III and IV Year students in verbal, analytical, reasoning, and technical skills.



Chairperson, IQAC