



Internal Quality Assurance Cell (IQAC)

Narayana Engineering College::Gudur

(Approved by AICTE & Affiliated to JNTUA; An ISO 9001-2008 Certified Organization)

Date: 06.06.2017

Minutes of Meeting

The minutes of 3rd IQAC meeting was held on 6th, Jun, 2017 at 02.30 PM in the Board Room of college is as follows.

Agenda:

1. Action taken report on minutes of previous meeting.
2. Teaching Learning Process.
3. Academic and administrative audit
4. Research and development
5. Committee composition for IQAC for the 2017-18
6. Any other matter with the permission of chair

Minutes of IQAC meeting is as follows

Point no 1: Action taken report on minutes of previous meeting.

Confirming the minutes of its previous meeting and the consequent actions taken.

- An expert session on MOODLE by resource person Prof O.Chandra Sekhar K.L.University was organized on 06-05-17.
- Departments have organized effective courses and training & development programmes like C, C++, Python, CAD, etc to enable the students as competitive job- seekers.
- Eminent academician, Dr.S.Jyothi, SPMVV deliberated on seminar titled "Effective Integration of ICT in Higher Education" on 15-04-17.
- Confirmed the number of campus placements and recruitment drives organized and its schedule along with the selected student list.
- Outreach activities were conducted by departments in near-by villages to uplift life style of rural people.
- Mock visits were performed by internal members and suggested corrective actions to the departments.



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Point no 2: Teaching Learning Process.

- Coordinator has discussed on student feedback in teaching learning process (TLP and requested the committee members to make appropriate suggestions.
- Committee deemed it necessary to perform student feedback on TLP at the end of each semester on five metrics (attributes):
 1. Time Sense
 2. Subject Command/Delivery
 3. Use Of Teaching Aids/ Teaching Methods
 4. Attitude
 5. Class Management
 6. Laboratory Interaction (only for Labs)

Point no 3: Academic and administrative audit

- Members expressed their views on current audit methods and suggested to energize Academic and administrative audit (AAA).
- Committee deemed it necessary to include aspects of curriculum, teaching and evolution, research, innovation, student and faculty development activities and best practices as part of AAA.

Point no 4 Research and development

- Chairperson, IQAC mooted the idea to inculcate research attitude among faculty members and suggested staff members to publish papers in reputed and peer reviewed Journals.
- Committee members appreciated for faculty and student external participation in event workshops, seminars, Paper Presentation, Web Scratch, Hackthon etc.

Point no 5 Committee Composition for IQAC for the year 2017-18

- Committee decided to reconstruct the IQAC committee and chairperson instructed the coordinator to prepare schedule for committee composition meet .



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Point no 6 Any other matter with the permission of chair

Members raised discussion on E-learning, innovative pedagogy approaches and quality assurance in technical institutions.

At the end of the minutes, committee members resolved that the action plans, academic issues presented by IQAC were meticulous. Meeting was concluded with by proposing vote of thanks.

Sd/--
(IQAC Coordinator)

Sd/--
(Chairperson,IQAC)