



# Internal Quality Assurance Cell (IQAC)

Narayana Engineering College::Gudur

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

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Date: 29.12.2017

## Minutes of Meeting

A meeting of all the members of IQAC of Narayana Engineering College, Gudur was convened on 29.12.2017 at 11.00 AM in the college board room. The meeting was held on the following minutes.

### **Agenda:**

1. Introduction of new IQAC members by Coordinator
2. Action taken report on Minutes of meetings held on 06.06.2017
3. Confirming activities progress.
4. National Assessment and Accreditation Council (NAAC) Accreditation
5. Any other matter with the permission of chair.

### **Minutes of IQAC meetings is as follows**

#### **Point no 1: Introduction of new IQAC members**

Chairperson of IQAC initiated the meeting by introducing new coordinator, IQAC and conveyed warm welcome to the newly formed committee members.

#### **Point no 2: Action taken report on Minutes of meetings held on 06.06.2017**

The chairperson requested the members to approve the minutes of its previous meeting and the consequent action taken.

The coordinator presented:

- Feedback Analysis report for the ACY:2017-18, Odd semester for all departments are summarized and depicted.
- Department-wise compiled AAA report and follow-up action taken letters to the members of the committee.
- Summarized the result analysis report and follow-up action taken letters of:
  - Letter of appreciation
  - Letter of suggestion
  - Letter to improvement in performance
- Dr. Ch.Ramesh ,Professor , AITAM, Tekkili deliberated on the seminar titled "Quality Assurance In Technical Institutions".



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- One day workshop on “E-Learning“ by resource person Dr.B. Raghu Kumar, P.V.Siddartha Institute of Technology was organized.
- A Seminar on Innovative Pedagogy Approaches and Paradigm Shift in Teaching-Learning Process was organized for faculty members.

### **Point no 3: Confirming activities progress**

- The Chairperson appreciated the departments for gradual improvement of number of activities in their respective department.
- The Chairperson expressed his appreciation to IQAC for its prompt actions taken on TLP.
- Alumni Representative raised discussion on importance of Alumni Cell (AC) in intuitions, reviewed various activities of AC that have been practicing and appreciated the cell and its functioning.
- The members confirmed that there have been incremental improvements in all aspects like student & faculty development programs, quality initiatives, placement & recruitment initiatives, teaching learning process, student performance in academic end examinations etc.
- The following points were raised in the discussion by the members:
  - Measures to improve the academic results.
  - To improve participation in extracurricular, co-curricular and extension activities
  - Quality initiatives for assessment of course learning outcomes.

### **Point no 4 National Assessment and Accreditation Council (NAAC) Accreditation**

- Chairperson mooted the idea of accreditation of NAAC to expose the “Quality Status” of an institution and explained the necessary steps.
- Further, Chairperson instructed the IQAC coordinator to take necessary quality initiatives and awareness programs to organize in connection with NAAC accreditations.



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**Point no 5 Any other matter with the permission of chair**

- Committee discussed on Collaborations and its role in increasing job opportunities.
- The coordinator announced the proposed date of IQAC next meeting as 2<sup>nd</sup> week of June, 2018.

At the end of the minutes, the committee members resolved that the action taken and the meeting concluded with vote of thanks.

**Sd/--  
(IQAC Coordinator)**

**Sd/--  
(Chairperson,IQAC)**