



SRI VENKATESWARA COLLEGE OF ENGINEERING & TECHNOLOGY

ISO 9001:2015 Certified

(Approved by AICTE, New Delhi, Affiliated to JNTUGV, Vizianagaram)

Office : +91 9705576693, email: principal_svcet@yahoo.com, website: www.svcet.info

Ref: SVCET/IQAC/minutes/2023-24/02

Minutes of IQAC meeting No.2

Date: 15.11.2023

Members attended:

S.No.	Name	Designation	Position
1	Dr.S C V Ramana Murty Naidu,	Principal	Head of the Institute Chairperson
2	Sri.I.Kishore	Management Member	Management Member
3	Sri C V Rajulu	Vice President	Industrialist Member
4	Dr.K.E.V.Nagoji	Principal SVPC	External Expert Member
5	Dr.B.V.S.N.Murthy	Academician	External Expert Member
6	Dr J Bala Bhaskara Rao	HoD- ME	IQAC Coordinator
7	V.K.Chakravarthi	HoD- CE	Faculty Coordinator
8	D Tirumala Rao	HoD- ECE	Faculty Member
9	A. Appa Rao	HoD- EEE	Faculty Member
10	S Bhaskara Rao	HoD- CSE	Faculty Member
11	P S S R M Raju	HoD- AIML	Faculty Member
12	Dr K Satyam	HoD- MBA	Faculty Member
13	Dr R Suryanarayana	HoD- BS&H	Faculty Member
14	K Prema Kumar	Associate Professor	Faculty Co-Coordinator
15	A Rama Rao	Parent	Stake Holder Member
16	P Simhachalam	Student III B.Tech	Student Member
17	A Deepika	Student II B.Tech	Student Member



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Meeting started with members greeting each other.

The following points are discussed;

Facility improvement/ new facility created/ infrastructure works:

- Submission of proposals to AICTE for 2024-25;
The following schemes and proposals are to be submitted;

Name of department	Proposal scheme	Date
CE	MODROBS	29-11-2023 to 07-12-2023
ECE	RPS and STTP	By 28-11-2023
EEE	STTP	28-11-2023
MECH	STTP and MODROBS	28-11-2023 and 7-12-2023
CSE/AIML	STTP	29-11-2023 to 07-12-2023
MBA	RPS	28-11-2023

- Review of status for NBA 2024-25 and NAAC prequalifier certification and other facilities
 - It is informed to work for department development in NBA perspective. It is planned to submit application for NBA accreditation in 2020-21. Eligible departments for NBA are ECE and CSE where the admission is more than 50%. Pre-qualifier application is to be readied for next review in January 2024.
 - It is discussed to initiate process for getting NAAC prequalifier status. HoD's are to identify process and procedures and submit the application by the next semester.
- Bees ERP Solutions and data backup
 - Members were informed about the facility in campus Bees ERP CMS established for the benefit of students and administration. All the data in academics and admissions shall be exported by January 2024. Students should register to receive information about various programs and alerts.
- Members are informed about the renovation plan for the existing cafeteria to cater the needs of students and staff. A new shop will be inaugurated soon opposite to canteen.



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- **Review of books availability in library for the even semester**
- Status of library books availability for all departments is reviewed. It is informed to submit requirement of books to librarian for the even semester.
- **Readiness of labs and Submission of List of experiments in lab cycle wise**
 - List of experiments and cycle plan and status of lab equipment and their working condition for the even semester is discussed. HoDs to verify equipment status.

Curricular aspects:

- Review of I year class work and Work load distribution for 2023-24 I semester for II, III and IV years
 - Class work for I year is reviewed. It is discussed to conduct more remedial classes for slow learners. Work load for the II sem and time tables submission is discussed and confirmed.
 - Revised syllabus in R23, R20 is discussed.
 - **Academics/ Research/ Faculty improvement:**
- **Completion of documentary work for I semester. and preparation of Course plans, course files for II sem is discussed.**
 - All faculty need to register for NPTEL/SWAYAM courses. HoD's are informed to monitor.
 - Reviewed the progress of Internal Faculty Development Program was conducted by all Departments to improve faculty skills
 - Status of faculty registered for NPTEL and results is reviewed. The following faculty has successfully completed NPTEL courses as listed below.

S.No.	Name of the Faculty	Department	No. of the Course
1	NVLN Pavan Kumar	CE	02
2	K Prema Kumar	ME	02



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- Status of faculty authoring text books is reviewed. The following faculty has successfully authored text books as listed below.

S.No.	Name of the Faculty	Department	No. of Books
1	Dr S C V Ramana Murty Naidu	ME	03
2	K Prema Kumar	ME	01
3	Dr K Satyam	MBA	01

Student's performance / project works/ monitoring

- Result analysis for IV-1, III-I and II-1
 - Summarized Branch wise and year wise results of IV-1, III-I and II-1 for 2020, 2021 and 2022 admitted batches are reviewed. HoD's are to counsel failed students and concerned subject teachers and identify lacunas. Few departments where IV-I result is below 60% are advised to monitor class work and to improve result.
- Schedule of internship
 - As per university curriculum final year students are to undergo long internship and third year has to undergo two months internship after completion of semester. As per Government of Andhra Pradesh internship shall be carried out only through APSICHE -LMS portal.
- Status of enrollment for GATE and conduction of classes for students
 - Students attending GATE exam are to be facilitated by conducting GATE Classes. HoD's are informed to monitor and schedule GATE classes.

Co-curricular/ extracurricular/ Innovations and developments:

- It is discussed to conduct Converge 2k-24 during March 2024.
- Review of students participations in SVCET sports league.
- Members are informed to initiate to improve collaboration activities. MoU with Infrastructure companies and NACL, Etcherla is planned.



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Regularity/discipline/ grievances/ women empowerment/ professional bodies/Extension services /Internship

Members are informed about active functioning of APSICHE-LMS and as per guidelines of JNTUGV, Vizianagaram.

Innovations and developments:

Functioning of IT infrastructure and development events organized.

- Members informed about the launching of Office 365 for paperless communication. Regular correspondences and data pertaining to departments is to be uploaded to share point. User Id and password will be generated and HoD's are to upload data.
- Academic audit committees for internal quality assurance