



TIRUMALA ENGINEERING COLLEGE

Jonnalagadda, NARASARAOPET - 522601, Guntur Dist., A.P.

An ISO 9001:2015 Certified Institution, Accredited by NAAC & NBA
(Approved by AICTE & Affiliated to Jawaharlal Nehru Technological University, Kakinada)

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College Code : NE

Ref: TEC/IQAC/2020-21/MM/03

Jonnalagadda,
Dt: 08-02-2021

Minutes of Meeting of the Internal Quality Assurance Cell (IQAC)

(A. Y. 2020-2021)

Date: 08-02-2021, Time: 10:00 A.M. to 11:30 AM, Venue: Conference Hall, IQAC

Agenda

1. Review of minutes of IQAC Meeting held on 05.10.2020 and subsequent action taken.
2. Offline classes for all years of students
3. Regarding Academic & Administrative Audit
4. Review of Training and Placements of Students
5. Discussion on NAAC & NBA Accreditation works
6. Any other point with permission from the chair.

A meeting of the Internal Quality Assurance Cell (IQAC) was held on 08-02-2021 at 10.A.M in **Iqac Cell**. The meeting was attended by the following members.

Sr. No.	Designation & Affiliation	Name of Person	Signature
Chairperson:			
01	Principal, chairperson	Dr. Y.V. Narayana	
Management			
02	Secretary, Member	Sir. R. Satyanarayana	
Faculty members:			
03	Member, H.O.D. CSE	Prof. R. Lalu naik	
04	Member, H.O.D. ECE	Dr. D. Krishna	
05	Member, H.O.D. EEE	Prof. M. Manoj Kumar	
06	Member, H.O.D. Mechanical	Mr. Ch. Rajani Kumar	
07	Member, H.O.D. AS&H	Mr. T. Venkata Rao	

08	Member, H.O.D. CIVIL	Mr. M.V. Ramesh	<i>M.V. Ramesh</i>
09	Member, H.O.D. IT	Mr. K. Gopi	<i>K. Gopi</i>
10	Member, H.O.D. TPO & In-charge, IIC	Mr. M. Sambasivarao Rao	<i>M. Sambasivarao Rao</i>
11	Member, Coordinator, R&D	Prof. Y. Murali Mohan Babu	<i>Y. Murali Mohan Babu</i>
12	Member, O.I.E	Mr. Sk. Jakeer	<i>Sk. Jakeer</i>
13	Member, I/C Skill Development Center	Mr. B. Praveen Kumar	<i>B. Praveen Kumar</i>
14	Senior Faculty Member	Dr. S. Rama Rao	<i>S. Rama Rao</i>
Administrative Officers:			
15	Member, Account Officer	Mr. ^{S.} Srinivas Rao	<i>S. Srinivas Rao</i>
16	Member, Administration officer	Mr. B. Suman Kumar	<i>B. Suman Kumar</i>
17	Member, Physical Director	Mr. V. Hanumanth Rao	<i>V. Hanumanth Rao</i>
Nominee from Industry:			
18	Member, Industrialist	Mr. A. Sathish Kumar	<i>A. Sathish Kumar</i>
Nominee from Employer, Alumni, Student and Parents:			
19	Member, Employer Representative	Mr. Phani	<i>Phani</i>
20	Member, Student Representative	Mr. K. Rakesh kanta	<i>K. Rakesh kanta</i>
21	Member, Student Representative	Mrs. N. Sai Pragna	<i>N. Sai Pragna</i>
22	Member, Student Representative	Mr. Syyed Karimulla	<i>Sy. Karimulla</i>
23	Member, Alumni Representative	Mr. D. Pavan Kumar	<i>D. Pavan Kumar</i>
24	Member, Parent Representative	Mr. Bommireddy Balaji reddy	<i>B. Balaji Reddy</i>
25	Member, Parent Representative	Nadanavanam V L P Ramana Rao	<i>N.V.L.P. Ramana Rao</i>
Coordinator/Director of IQAC:			
26	IQAC Coordinator	Prof. K. Sathish	<i>K. Sathish</i>

Dr. Y.V. Narayana, Chairperson of IQAC, welcomed the external and internal members of IQAC and briefed the activities taking up for the overall quality enhancement of the institution through presentation

Y.V. Narayana

The following points were discussed in the meeting:

1. The previous minutes of meeting was communicated through mails to all committee members one week before for suggestions and no comments from the committee members and declared the minutes are confirmed

2. Regarding offline classes for all years of students

Principal Prof. Dr. Y.V. Narayana put forward before the committee members to conduct offline classes for students as per the directions of university. It was discussed and decided that the classes will be held as per the SOP and all the necessary precautions will be taken for the safety of students. The students willing to attend the classes physically will be required to fill the consent form duly signed by their parents. The content and format of the consent form was discussed and approved in the meeting. It was also decided to disseminate the information to students through mentoring group.

3. Regarding Preparation of AQAR 2019-2020

IQAC Coordinator, Dr. Sathish stated that the preparation of AQAR for the AY 2019-20 is in progress which will be completed before the last date given by NAAC.

4. Regarding Academic & Administrative Audit

Principal Prof. Dr. Y.V. Narayana stated that Academic & Administrative Audit will be conducted as per the schedule proposed in the meeting. Tentatively last week of Feb 2021. It is directed all heads of the department to prepare necessary evidence for audit.

5. Review of Training and Placements of Students

Presentation by Training and Placement Cell Coordinator: Mr.M. Sambasivarao

The placement officer was explained the customized training programs for the students by conducting Pre-Assessments and Post Assessments before and after the Training Programmed and he was explained plan of action about training for 3rd year students and outgoing students. He has explained about companies visited and going to be visited. The iqac members are suggested to conduct many industries related programs

6. Discussion on NAAC & NBA Accreditation

Honorable Chairperson asked the status of NAAC & NBA Accreditation and instructed to all hods to prepare all documentary evidence for both the accreditations. All hods are explained the status of accreditation and files maintained



Finally, Dr. Kuppani Sathish, IQAC Coordinator, proposed the vote of thanks. The next IQAC meeting is unanimously proposed in the month of May 2021. Co-Ordinator –IQAC, solicited the continued support of the members for sharing their rich knowledge and wide experience for furthering the mission of the IQAC.

Kuppani
IQAC Co-Ordinator
Dr. K. Sathish

Co-ORDINATOR, IQAC
TIRUMALA ENGINEERING COLLEGE
JONNALAGADDA, Narasaraopet,
Guntur(Dt)., Andhra Pradesh-522 601.

Y.V.
Chairperson/Principal IQAC
Dr. Y.V. Narayana

CC:

1. All committee members
2. Office