

IQAC MINUTES OF THE MEETING

MEETING – I



SRI MITTAPALLI COLLEGE OF ENGINEERING

(Sponsored by Sri Mittapalli Trust, Narasaraopet)

(Approved by AICTE, New Delhi & Affiliated to JNTUK, KAKINADA)

(an ISO 9001 : 2015 Certified Institution and accredited by NAAC A+ & NBA)

NH-16, Tummalapalem, Guntur - 522233, A.P. INDIA.



Contact No : 9000447117 & 9394447117

e-mail : smce.principal@gmail.com
Website : www.smce.ac.in



Date: 10/07/2023

Venue: Internal Quality Assurance Cell Room,
Sri Mittapalli College of Engineering.
Tummalapalem, NH-16, Guntur

Report on Internal Quality Assurance Cell (IQAC) Meeting I

At the outset, Dr.S.Gopi Krishna, Principal & Chairman of the Internal Quality Assurance Cell meeting, welcomed all the members of the Committee presented the records for the meeting for discussions.

Agenda Point 1: Action Taken Report on the previous Internal Quality Assurance Cell meeting.

Resolution/Approval: Previous academic committee action taken was appraised to the members.

Agenda Point 2: Review of requirements for next semester based on CAC Recommendations.

Resolution/Approval: Proposals from the departments was approved to conduct Quality Workshops/Seminars/Trainings to follow the schedule of department academic calendar encouraging students to register for Internships/NPTEL/Online Certifications.

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Agenda Point 3:

Requirement of Budget for conducting the above programmes.

Resolution/Approval:

Budget requirements are collected and forwarded to Governing Body for consideration.

Agenda Point 4:

Discussion on attainment of PSOs, PEOS and CO's of all departments.

Resolution/Approval:

The IQAC collected the attainment levels data regarding the PEOS and PSOs and CO's from CAC and reviewed thoroughly. Effective assessment methods need to be adopted for proper attainment of Course Outcomes and Program Outcomes.

Agenda Point 5:

Resolution/Approval:

Review on Teaching and Learning process.

The innovative practices and ICT tools used by faculty are considered. Appreciated faculty regarding the contents explained beyond the syllabus. Curriculum gap need to be filled by developing an effective pedagogy. The feedback on faculty and alumni must be collected.

Agenda Point 6:

Feedback analysis on faculty, students and alumni.

Resolution/Approval:

The feedback on the faculty is collected from the students in every semester and reviewed to evaluate the performance of the faculty members. Depending on the feedback the faculty will be guided to further improve their teaching methodology by using effective tools. The feedback from the students and alumni will also be collected to make necessary improvements regarding the facilities and academics.

Agenda Point 7:

Feedback analysis on Workshop's, Seminar's, and FDP's conducted or participated

Resolution/Approval:

The IQAC collected the information and feedback regarding the various Workshop's, Seminar's, and FDP's conducted or participated by the faculties of all the departments from CAC and reviewed. The necessary action was taken for further improvement.

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Agenda Point 8: Resolution/Approval:

Course Outcomes and Program Outcomes.

Corrective and preventive action need to be taken for the attainment of outcomes. Effective assessment methods need to be adopted for proper attainment of Course Outcomes and Program Outcomes.

Agenda Point 9:

Student Performance.

Resolution/Approval:

Result analysis is the main basis for evaluating the performance of the student. The students need to be permitted to do internships and go for industrial visits to get focused towards the real time environment. The students need to be motivated to participate in co-curricular and extra curricular activities. The faculty must support the students to do more advanced projects in their concerned streams.

Agenda Point 10: Resolution/Approval:

Industry Interaction.

To concentrate more in getting more number of guest lecturers with industry experts and arranging industrial visits to get real time exposure.

Agenda Point 11: Resolution/Approval:

Results & Feedback analysis.

Previous semester faculty feedback & result was reviewed.
Action taken report was considered for betterment.

Agenda Point 12:

Review on Quality initiatives.

- (a) ISO-Certification
- (b) NAAC.
- (c) NBA.
- (d) IQAC.

Dr. S. Gopi Krishna

Principal & Chairman, Internal Quality Assurance Cell

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OF ENGINEERING (U9)
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The following members attended the IQAC Meeting:

S.No.	Name of the Staff	Role in IQAC	Signature
1	Dr.S.Gopi Krishna	CHAIRMAN	
2	Dr.SK.J.Shareef	Co-ordinator	
3	M.Kishore Kumar	Management Representative	
4	Dr.S.V.Naresh	Senior Administrative Faculty	
5	Dr.M.Nageswara Rao	Senior Administrative Faculty	
6	M.V.Ramana	Member	
7	M.Ashok Naga Sai	Member	
8	Dr.SK.MD.Rafi	Member	
9	S.V.Kishore Kumar	Member	
10	M.Saraswathi	Member	
11	M.Jaya Rao	Member	
12	M.V.Pavan	Member	
13	K.Tirupathaiah	Member	
14	E.Adi Narayana	Member	
15	Dr.V.Madhuri	Female Faculty Representative	
16	Dr.Y.Saritha	Female Faculty Representative	
17	M.Nagalakshmi	Female Faculty Representative	
18	M.Parameswara Rao	Nominee from Alumni	
19	A.Revanth, Savantis Solutions, Hyderabad	Nominee from Employers	
20	G.Shashidhar, GM, Mittapalli Spinners Ltd	Nominee from Industrialists	
21	J.Gayathri	Student Representative	
22	G.Surendra	Student Representative	

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SRI MITTAPALLI COLLEGE OF ENGINEERING (UO)

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IQAC MINUTES OF THE MEETING

MEETING – II

Contact No : 9000447117
9032727017



SRI MITTAPALLI COLLEGE OF ENGINEERING (AUTONOMOUS)

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Date: 22/12/2023

Venue: Internal Quality Assurance Cell Room,
Sri Mittapalli College of Engineering (Autonomous).
Tummalapalem, NH-16, Guntur

Report on Internal Quality Assurance Cell (IQAC) Meeting

At the outset, Dr.S.Gopi Krishna, Principal & Chairman of the Internal Quality Assurance Cell meeting, welcomed all the members of the Committee presented the records for the meeting for discussions.

Agenda Point 1: Action Taken Report on the previous Internal Quality Assurance Cell meeting.

Resolution/Approval: Previous academic committee action taken was appraised to the members.

Agenda Point 2: Review of requirements for next semester based on Academic Council, BOS Committees, CAC Recommendations.

Resolution/Approval: Proposals from the departments was approved to conduct Quality Workshops/Seminars/Trainings to follow the schedule of department academic calendar encouraging students to register for Internships/NPTEL/Online Certifications.

Agenda Point 3: Review on Campus Recruitment Training (CRT) Classes.

Resolution/Approval: Feedback on CRT classes was collected. The feedback was reviewed and the response was good. The feedback response was forwarded to the governing body.

Dr. S. Gopi Krishna
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**Agenda Point 4:**

Quality improvement suggestions and initiatives.

Resolution/Approval:

The suggestions and the initiatives given by the CAC's, DAC's, Academic council and bos committees are appraised for quality improvement.

Agenda Point 5:

Discussion on attainment of PSOs, PEOS and CO's of all departments.

Resolution/Approval:

The committee collected the attainment levels data regarding the PEOs and PSOs and CO's of all the departments and reviewed thoroughly. Effective assessment methods need to be adopted for proper attainment of Course Outcomes and Program Outcomes. The information is forwarded to the IQAC.

Agenda Point 6:

Feedback analysis on Workshop's, Seminar's, and FDP's conducted or participated.

Resolution/Approval:

The CAC collected the information and feedback regarding the various Workshops', Seminar's, and FDP's conducted or participated by the faculties of all the departments. The necessary action was taken for further improvement.

Agenda Point 7:

Report on Result Analysis.

Resolution/Approval:

The result Analysis of the students in the JNTUK university exam was reviewed. Proper initiatives need to be taken for further more improvement the result. If required the remedial classes need to be conducted to the poor performers.

Agenda Point 8:

Placements.

Resolution/Approval:

A review on placements. Information about the number of companies which have visited the institution. The number of students placed in the companies. The list of companies that are going to visit the institution.

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Agenda Point 9:

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Result analysis is the main basis for evaluating the performance of the student. The students need to be permitted to do internships and go for industrial visits to get focused towards the real time environment. The students need to be motivated to participate in co-curricular and extra curricular activities. The faculty must support the students to do more advanced projects in their concerned streams.

Agenda Point 10:

Resolution/Approval:

Industry Interaction.

To concentrate more in getting more number of guest lectures with industry experts and arranging industrial visits to get real time exposure.

Agenda Point 11:

Review on Quality initiatives

- (a) ISO-Certification
- (b) NAAC.
- (c) NBA.
- (d) IQAC.
- (e) NIRF.

Dr.S.Gopi Krishna

Principal & Chairman, Internal Quality Assurance Cell

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21	J.Gayathri	Student Representative	
22	G.Surendra	Student Representative	

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INTERNAL QUALITY ASSURANCE CELL

ACADEMIC YEAR 2023 – 24

IQAC INITIATIVES

SNO	IQAC INITIATIVES
1	Planning for deemed to be university
2	Memberships in Professional bodies and Associations.
3	Attainment of Course outcomes and program outcomes.
4	Microsoft Teams Platform for online classes.
5	MOUs with industries.
6	NSS Activities.
7	Co-curricular and extracurricular activities.
8	Preparation for Renewal of Accreditation works.
9	ISO Certification renewal.
10	Campus Recruitment Training (CRT) classes.
11	Academic Activities
12	Seminars, Workshops, Conferences, Faculty Development Programmes.
13	Lab requirements.
14	Effective usage of ICT Tools


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