

# 6.5.2(1)

## Minutes of IQAC



### **SRI SIVANI COLLEGE OF ENGINEERING**

(Under the Management of Sri Sivani Educational Society, Srikakulam)

(Approved by AICTE, New Delhi and Affiliated to JNTUGV, Vizianagaram-CC-W6)

UGC Recognition under 2(f) & 12(B), ISO 9001:2015 Certified)

NH-16, Chilakapalem Jn., Srikakulam Dist. Andhra Pradesh -532410

. Andhra Pradesh -532410



# SRI SIVANI COLLEGE OF ENGINEERING

(Under the Management of Sri Sivani Educational Society, Srikakulam)  
(Approved by AICTE, New Delhi and Affiliated to JNTUGV, Vizianagaram-CC-W6,  
UGC Recognition under 2(f) & 12(B), ISO 9001:2015 Certified)  
NH-16, Chilakapalem Jn., Srikakulam Dist. Andhra Pradesh -532410

Dt.: 09-09-2022

## CIRCULAR

An Internal Quality Assurance Cell (IQAC) meeting is proposed to be held on 12<sup>th</sup> September, 2022 at 03.00 PM. All the members are requested to attend the meeting without fail.


The meeting will be on the following agenda:

### **Agenda:**

1. Submission of AQAR reports
2. Submission of AISHE report for 2021-22
3. Mapping of COs, POs for current semester syllabus
4. Course files readiness for current semester syllabus
5. Research Proposals and Publications
6. Student Internships

**Venue: Conference Hall**




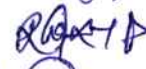


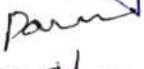







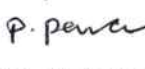



  
IQAC  
IQAC COORDINATOR  
SRI SIVANI COLLEGE OF ENGINEERING  
Chilakapalem Jn., SRIKAKULAM

  
Principal  
PRINCIPAL  
SRI SIVANI COLLEGE OF ENGINEERING  
Chilakapalem Jn., SRIKAKULAM

Copy to: All IQAC members (Members List attached)

Management for information

## Members Present

1. Dr. Y. Srinivasa Rao - Principal – Chairman 
2. Sri. P. Durga Prasada Raju -Management 
3. Dr. G.T. Chandra Sekhar - IQAC coordinator 
4. Dr. P. Revanth Kumar - IQAC coordinator 
5. Sri. M. Murali Krishna - HOD-CSE 
6. Sri. N. Naga Srinivas - HOD-EEE 
7. Sri. G. Parusuram - HOD-Civil 
8. Dr. V. Surya Narayana - HOD-ECE 
9. Dr. S. Laxmana Raju - HOD-Mech 
10. Sri. K. Madhu Kumar - HOD- H&Bs 
11. Sri. K. Ravi Kumar - HOD- MBA 
12. Dr. B. Prasada Rao- TPO 
13. Sri. P. Pradeep - OIE 
14. Ms. A. Padmini- Alumni 
15. Mr. P. Pavan – Student 
16. Dr. A Kanthi - MD, Surya Softline Solutions 
17. Sri. P. Suresh – HMI Engineering Services 
18. Sri. R. Bhaskara Rao - Parent 



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NH-16, Chilakapalem Jn., Srikakulam Dist. Andhra Pradesh -532410

Date: 12/09/2022

## MINUTES OF THE MEETING

**Venue:** Conference Hall

**Agenda:**

1. Submission of AQAR reports
2. Submission of AISHE report for 2021-22
3. Mapping of COs, POs for current semester syllabus
4. Course files readiness for current semester syllabus
5. Research Proposals and Publications
6. Student Internships


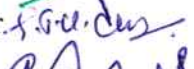










**Members Present**

1. Dr. Y. Srinivasa Rao - Principal - Chairman
2. Dr. G.T. Chandra Sekhar - IQAC coordinator
3. Dr. P. Revanth Kumar - IQAC coordinator
4. Sri. G. Parasuram - HOD-Civil
5. Sri. N. Naga Srinivas - HOD-EEE
6. Dr. S. Laxman Raju - HOD-Mech, R&D coordinator
7. Dr. V. Suryanarayana - HOD-ECE
8. Sri. M. Murali Krishna - HOD-CSE
9. Sri. K. Madhu Kumar - HOD- H&Bs
10. Sri. K. Ravi Kumar - HOD- MBA
11. Dr. B. Prasada Rao - TPO
12. Sri. P. Pradeep - OIE

## Minutes:

1. Timely submission of AQAR is required. IQAC coordinators are responsible for it. The chairman advised the other members to extend their cooperation to the IQAC coordinators in this regard.
2. The Chairman gave the responsibility to IQAC coordinators for submitting AISHE report for the Academic Year 2021-22 before the deadline. The Chairman advised the other members to extend their cooperation to the IQAC coordinators in this regard.
3. Mapping of COs and POs to be done for current semester syllabus. The Chairman instructed the departmental IQAC coordinators to monitor this and also to guide the new faculty during mapping.
4. The Chairman instructed the HODs to get ready with course files and laboratory manuals for upcoming semester.
5. The committee unanimously decided to encourage all the faculty members in submitting the research proposals to AICTE and DST. The committee also decided to submit at least two proposals from each department. It was decided to encourage all the faculty members to publish papers and writing books.
6. The committee unanimously decided to encourage all the students to do internships during their mid-semester holidays or through online at least for 30days. The Chairman advised the members to guide the students in selecting the titles.

## Signatures:

1. Dr. Y. Srinivasa Rao - Principal - Chairman 
2. Dr. G.T. Chandra Sekhar - IQAC coordinator. 
3. Dr. P. Revanth Kumar - IQAC coordinator 
4. Sri. G. Parasuram - HOD-Civil 
5. Sri. N. Naga Srinivas - HOD-EEE 
6. Dr. S. LaxmanRaju - HOD-Mech, R&D coordinator 
7. Dr. V. Suryanarayana - HOD-ECE   
22/9/22
8. Sri. M. Murali Krishna - HOD-CSE 
9. Sri. K. Madhu Kumar - HOD- H&Bs 
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NH-16, Chilakapalem Jn., Srikakulam Dist. Andhra Pradesh -532410

Dt.: 03-06-2022

## CIRCULAR

An Internal Quality Assurance Cell (IQAC) meeting is proposed to be held on 4<sup>th</sup> June, 2022 at 10.00 AM. All the members are requested to attend the meeting without fail.

The meeting will be on the following agenda:

1. Review of previous meeting resolutions and their implementation
2. Suspension of classwork due to heat waves for one week
3. AICTE and JNTUGV Affiliation related works
4. Submission of even semester registers and mark sheets for 2021-22
5. Syllabus status of 1<sup>st</sup> and 2<sup>nd</sup> year students
6. Admission Process for A.Y.: 2022-23
7. Any other with the permission of the chair



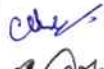



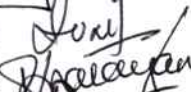





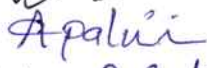



**Venue: Conference Hall**

**IQAC COORDINATOR**  
**SRI SIVANI COLLEGE OF ENGINEERING**  
Chilakapalem Jn., SRIKAKULAM

**PRINCIPAL**  
**SRI SIVANI COLLEGE OF ENGINEERING**  
Chilakapalem Jn., SRIKAKULAM

Copy to: All IQAC members (Attached file)  
Management for information

### Members of IQAC

1. Dr. J. Bala Bhaskara Rao - Principal – Chairman 
2. Sri. P. Durga Prasada Raju -Management 
3. Dr. G.T. Chandra Sekhar - IQAC coordinator 
4. Sri. P. Revanth Kumar - IQAC coordinator 
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9. Sri. L.S.S Deekshit - HOD-Mech 
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12. Dr. B. Prasada Rao- TPO 
13. Ms. A. Padmini- Alumni 
14. Sri. P. Satya Narayana – Student 
15. Sri. A Srinivas Rao - MD, Surya Softline Solutions 
16. Sri. P. Suresh – HMI Engineering Services 



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NH-16, Chilakapalem Jn., Srikakulam Dist. Andhra Pradesh -532410

Date: 04/06/2022













## MINUTES OF THE MEETING

**Venue:** Conference Hall







### **Agenda:**

1. Review of previous meeting resolutions and their implementation
2. Suspension of classwork due to heat waves for one week
3. AICTE and JNTUGV Affiliation related works
4. Submission of even semester registers and mark sheets for 2021-22
5. Syllabus status of 1<sup>st</sup> and 2<sup>nd</sup> year students
6. Admission Process for A.Y.: 2022-23
7. Any other with the permission of the chair

### **Members Present**

1. Dr. J. Bala Bhaskara Rao - Principal – Chairman 
2. Sri. P. Durga Prasada Raju -Management 
3. Dr. G.T. Chandra Sekhar - IQAC coordinator 
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15. Mr. P. Pavan – Student 
16. Dr. A Kanthi - MD, Surya Softline Solutions 
17. Sri. P. Suresh – HMI Engineering Services 
18. Sri. R. Bhaskara Rao - Parent 

**Minutes:**

1. The chairperson reviewed the previous meeting resolutions, and discusses about action taken on the resolutions.
2. Action taken on suspension of class work due to heat waves from 06.06.2022 to 11.06.2022 (for one week). However, the members are advised to take on-line classes for 2 hours during this week.
3. Action taken on preparatory works related to AICTE and JNTUGV. The members unanimously gave the responsibility to IQAC coordinators and HoD-EEE to take care about necessary document preparation.
4. The chair instructed all the members to submit 3<sup>rd</sup> and 4<sup>th</sup> year even semester registers and final mid-marks to Principal office on 15.06.2022
5. The chair advised the members to submit syllabus completion status of 1<sup>st</sup> year and 2<sup>nd</sup> year students and instructed concerned members to take about syllabus completion within the academic calendar.
6. The committee unanimously decided to advertise about college achievements through Hoardings and social media as Admission process is going start in August-2022. The committee unanimously gave this responsibility to HoD-MBA.

  
IQAC

  
Chairman

PRINCIPAL  
SRI SIVANI COLLEGE OF ENGINEERING  
Chilakapalem Jn., SRIKAKULAM



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'A' Grade by AP Knowledge Mission)

NH-16, Chilakapalem Jn., Srikakulam Dist -532410

Dt.: 24-11-2021

## CIRCULAR

An Internal Quality Assurance Cell (IQAC) meeting is proposed to be held on 25<sup>th</sup> November 2021 at 11.00 AM. All the members are requested to attend the meeting without fail.

Agenda for the meeting:

1. Review of the previous meeting along with action taken report
2. Interface meetings with departments
3. Feed back on online teaching
4. MOUs and collaborations
5. Enhancement of CRT Programs
6. Academic and administrative audit
7. Value added courses
8. FDP and other R&D Funding
9. Academic performance of students
10. Any other with the permission of the chair

**Venue: Conference Hall**

  
IQAC





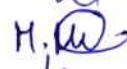











  
Principal

PRINCIPAL  
SRI SIVANI COLLEGE OF ENGINEERING  
Chilakapalem Jn., SRIKAKULAM

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'A' Grade by AP Knowledge Mission)

NH-16, Chilakapalem Jn., Srikakulam Dist -532410

Date: 25-11-2021










## MINUTES OF THE MEETING









**Venue:** Conference Hall

**Agenda:**

1. Review of the previous meeting along with action taken report
2. Interface meetings with departments
3. Feed back on online teaching
4. MOUs and collaborations
5. Enhancement of CRT Programs
6. Academic and administrative audit
7. Value added courses
8. FDP and other R&D Funding
9. Academic performance of students
10. Any other with the permission of the chair

**Members Present**

1. Dr. J. Bala Bhaskara Rao - Principal – Chairman 
2. Sri. P. Durga Prasada Raju -Management 
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17. Sri. P. Suresh - HMI Engineering Services 

**Minutes:**

1. The chairperson reviewed the previous meeting conducted on 22<sup>nd</sup> June 2021
2. Discussed and approved to conduct interface meetings with the heads of departments offline frequently for enhancing academic excellence.
3. Reviewed and decided to conduct feed back from students and parents on online teaching
4. Discussed on validity of MOUs and decided to renewal of MOUs for the industry and the institutes
5. Discussed the need of CRT programs and decided to organize arithmetic and reasoning classes for the students
6. Reviewed administrative performance and decides to organize ADPs for the administrative department
7. Discussed and decided to add more value added course for each departments
8. Discussed and approved to fund the teaching staff for attending FDPs and other R&D activities.
9. Discussed on the result analysis and decided to conduct backlog classes for the students needed.

  
Chairman  
TEAC

  
Chairman  
PRINCIPAL  
SRI SIVANI COLLEGE OF ENGINEERING  
Chilakapalem Jn., SRIKAKULAM.



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'A' Grade by AP Knowledge Mission)  
NH-16, Chilakapalem Jn., Srikakulam Dist -532410

Dt.: 21-06-2021

## CIRCULAR

An Internal Quality Assurance Cell (IQAC) meeting is proposed to be held on 22<sup>nd</sup> June 2021 at 10.00 AM. All the members are requested to attend the meeting without fail.

Agenda for the meeting:

1. Review of the previous meeting along with action taken report
2. Approval of IQAC Annual Report
3. IQAC year plan for the new academic year
4. Review on admissions process
5. Organizing events in covid scenario
6. Improving online teaching learning process
7. Student Induction programs
8. Review of academic and administrative audit report
9. Any other with the permission of the chair

**Venue: Conference Hall**

  
IQAC




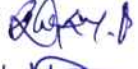













  
Principal

PRINCIPAL  
SRI SIVANI COLLEGE OF ENGINEERING  
Chilakapalem Jn., SRIKAKULAM

Copy to: All IQAC members (Attached file)

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NH-16, Chilakapalem Jn., Srikakulam Dist -532410

Date: 22/06/2021

## MINUTES OF THE MEETING

**Venue:** Conference Hall








**Agenda:**

1. Review of the previous meeting along with action taken report
2. Approval of IQAC Annual Report
3. IQAC year plan for the new academic year
4. Review on admissions process
5. Organizing events in covid scenario
6. Improving online teaching learning process
7. Student Induction programs
8. Review of academic and administrative audit report
9. Any other with the permission of the chair

**Members Present**

1. Dr. J. Bala Bhaskara Rao - Principal – Chairman ✓
2. Sri. P. Durga Prasada Raju -Management R.
3. Dr. G.T. Chandra Sekhar - IQAC coordinator CW
4. Sri. P. Revanth Kumar - IQAC coordinator R.R.
5. Sri. M. Murali Krishna - HOD-CSE H.M.
6. Sri. N. Naga Srinivas - HOD-EEE
7. Sri. SVN Sunil Kumar - HOD-Civil
8. Sri. V. Surya Narayana - HOD-ECE
9. Sri. L.S.S Deekshit - HOD-Mech
10. Sri. K. Madhu Kumar - HOD- H&Bs N.T.



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13. Sri. P. Pradeep - OIE 
14. Ms. A. Padmini- Alumni 
15. Sri. P. Satya Narayana – Student 
16. Sri. A Srinivas Rao - MD, Surya Softline Solutions 
17. Sri. P. Suresh – HMI Engineering Services 

**Minutes:**

1. The chairperson reviewed the previous online meeting conducted on 5<sup>th</sup> August 2020
2. Approved IQAC Annual Report for the A.Y. 2020-21
3. Discussed and approve the IQAC Year plan for the A.Y 2021-22
4. In the context of pandemic it was discussed and decide to conduct all the possible events online mode. The committee approved the all the technical support for the conduction of events through online.
5. Discussed the ongoing admission process and actions to be taken
6. To enhance online teaching and learning process the committee discussed and decide to organize FDP for the faculty on online blended teaching methods.
7. Committee discussed and decide to organize student induction program through online and promote code of conduct.
8. Timely submission of AQAR for the academic year 2021-22 is required. IQAC coordinators are responsible for it. The chairman advised the other members to extend their cooperation to the IQAC coordinators in this regard.

  
IQAC

  
**Chairman**  
PRINCIPAL  
SRI SIVANI COLLEGE OF ENGINEERING  
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'A' Grade by AP Knowledge Mission)  
NH-16, Chilakapalem Jn., Srikakulam Dist -532410

Dt.: 04-08-2020

## CIRCULAR

An Internal Quality Assurance Cell (IQAC) online zoom meeting is proposed to be held on 5<sup>th</sup> August, 2020 at 11.00 AM. All the members are requested to join the meeting without fail.

Meeting link:

<https://us04web.zoom.us/j/4605481811?pwd=MEZPazNIRS9mU0REcEpGNGtsTmJlZz09>

Agenda for the meeting:

1. Review of the previous meeting along with action taken report
2. Review of Research and development
3. Fixation of PO targets
4. Review of quality of final year projects
5. Conduct of Student mentoring system
6. Conduct of Faculty Appraisal
7. Review of academic and administrative audit report
8. Any other with the permission of the chair

**Venue: Conference Hall**

IQAC

Principal

SRI SIVANI COLLEGE OF ENGINEERING  
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7. Sri. SVN Sunil Kumar - HOD-Civil
8. Sri. V. Surya Narayana - HOD-ECE
9. Sri. L.S.S Deekshit - HOD-Mech
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11. Sri. K. Ravi Kumar - HOD- MBA
12. Dr. B. Prasada Rao- TPO
13. Sri. P. Pradeep - OIE
14. Ms. A. Padmini– Alumni
15. Sri. P. Satya Narayana – Student
16. Sri. A Srinivas Rao - MD, Surya Softline Solutions
17. Sri. P. Suresh – HMI Engineering Services



# Sri Sivani College of Engineering

(Under the Management of Sri Sivani Educational Society, Srikakulam)

(Approved by AICTE, New Delhi and Permanently Affiliated to JNTUK, Kakinada-CC-W6,

UGC Recognition under 2(f) & 12(B), Accredited by NAAC, ISO 9001:2015 Certified,

'A' Grade by AP Knowledge Mission)

NH-16, Chilakapalem Jn., Srikakulam Dist -532410

Date: 05/08/2020

## MINUTES OF THE MEETING

**Venue:** Online zoom meeting

**Agenda:**

1. Review of the previous meeting along with action taken report
2. Review of Research and development
3. Fixation of PO targets
4. Review of quality of final year projects
5. Conduct of Student mentoring system
6. Conduct of Faculty Appraisal
7. Review of academic and administrative audit report
8. Any other with the permission of the chair

**Members Present**

1. Dr. J. Bala Bhaskara Rao - Principal – Chairman
2. Sri. P. Durga Prasada Raju -Management
3. Dr. G.T. Chandra Sekhar - IQAC coordinator
4. Sri. P. Revanth Kumar - IQAC coordinator
5. Sri. M. Murali Krishna - HOD-CSE
6. Sri. N. Naga Srinivas - HOD-EEE
7. Sri. SVN Sunil Kumar - HOD-Civil
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16. Sri. A Srinivas Rao - MD, Surya Softline Solutions
17. Sri. P. Suresh – HMI Engineering Services

**Minutes:**

1. The chairperson reviewed the previous meeting conducted on 12-09-2019,
2. Committee agreed the enhancement to the R&D Cell
3. Preparation of files for all criterions in the respective departments for the internal Academic Audit
4. Timely submission of AQAR for the academic year 2020-21 is required. IQAC coordinators are responsible for it. The chairman advised the other members to extend their cooperation to the IQAC coordinators in this regard.
5. Mapping of COs and POs to be done for even semester syllabus. The Chairman instructed the departmental IQAC coordinators to monitor this and also to guide the new faculty during mapping.
6. The Chairman instructed the HODs to get ready with course files and laboratory manuals for upcoming semester.
7. The committee unanimously decided to encourage all the faculty members in submitting the research proposals to AICTE and DST. The committee also decided to submit at least two proposals from each department.
8. The committee unanimously decided to encourage all the faculty members in published papers.



**IQAC**



**Chairman**  
**PRINCIPAL**  
SRI SIVANI COLLEGE OF ENGINEERING  
Chilakapalem Jn., SRIKAKULAM



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NH-16, Chilakapalem Jn., Srikakulam Dist -532410

Dt.: 09.09.2019

## CIRCULAR

An Internal Quality Assurance Cell (IQAC) meeting is proposed to be held on 12<sup>th</sup> September, 2019 at 2.00 PM. All the members are requested to attend the meeting without fail.

Venue: Conference Hall

The meeting will be on the following agenda:

1. Discussion on Laboratory Audit.
2. Submission of AQAR 2018-19 report
3. Mapping of COs, POs for even semester syllabus
4. Course files readiness for even semester syllabus
5. Project Proposals to AICTE, MHRD-DST
6. Research Publications



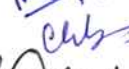
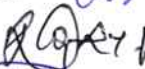
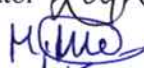

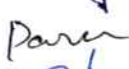




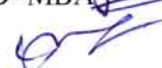


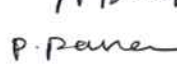


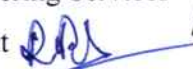
  
IQAC

  
Principal

PRINCIPAL  
SRI SIVANI COLLEGE OF ENGINEERING  
Chilakapalem Jn., SRIKAKULAM

Copy to: All IQAC members (Attached file)  
Management for information

### Members of IQAC

1. Dr. J. Bala Bhaskara Rao - Principal – Chairman 
2. Sri. P. Durga Prasada Raju -Management 
3. Dr. G.T. Chandra Sekhar - IQAC coordinator 
4. Dr. P. Revanth Kumar - IQAC coordinator 
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9. Dr. S. Laxmana Raju - HOD-Mech 
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15. Mr. P. Pavan – Student 
16. Dr. A Kanthi - MD, Surya Softline Solutions 
17. Sri. P. Suresh – HMI Engineering Services 
18. Sri. R. Bhaskara Rao - Parent 



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Date: 12/09/2019







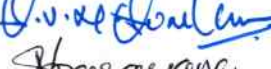
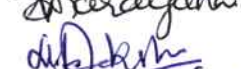



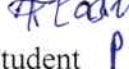
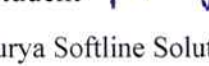


## MINUTES OF THE MEETING

**Venue:** Conference Hall

### **Agenda:**

1. Discussion on Laboratory Audit.
2. Submission of AQAR 2018-19 report
3. Mapping of COs, POs for even semester syllabus
4. Course files readiness for even semester syllabus
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14. Sri. P. Satya Narayana – Student 
15. Sri. A Srinivas Rao - MD, Surya Softline Solutions 



**Minutes:**

1. The members discussed about the laboratory audit report and chairman instructed the members that, the laboratories should be ready for coming even semesters by doing necessary maintenance.
2. Timely submission of AQAR for the academic year 2018-19 is required. IQAC coordinators are responsible for it. The chairman advised the other members to extend their cooperation to the IQAC coordinators in this regard.
3. Mapping of COs and POs to be done for even semester syllabus. The Chairman instructed the departmental IQAC coordinators to monitor this and also to guide the new faculty during mapping.
4. The Chairman instructed the HODs to get ready with course files and laboratory manuals for upcoming semester.
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IQAC

  
Chairman

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