

## **PROCEEDINGS OF THE MEETING OF THE IQAC HELD ON 09.07.2018 AT 4.00 P.M. IN COFERENCE ROOM**

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A Meeting of the Committee Constituted for Internal Quality Assurance Cell was held in Conference Room on **09.07.2018** at 4.00 P.M. under the Chairmanship of Dr. SMV Narayana, Principal of Annamacharya Institute of Technology & Sciences (Autonomous), Rajampet.

### **Members Present:**

1. **Dr. SMV Narayana - Chairman**
2. **Prof M Subba Rao- Member**
3. **Dr. M C Raju- Member**
4. **Head of the Departments- EEE, ECE, CSE , MECH, IT, HS & MCA**
5. **Dr. Senthil Magesh-Member**
6. **Mr. G Suresh Babu-Member**
7. **Mr. O.Hemakesavulu-Member**
8. **Dr. S Fahimuddin – Member**
9. **Mr. S Suraj Kamal- Member**
10. **Mr. D. Sivasankar Reddy – Member**
11. **Ms N R Gouthami- Member**
12. **Mr. P Venkata Subbaiah-Member**
13. **Mr. C Sasidhar- Member**
14. **Mr. N Subba Reddy, Administrative Officer**
15. **Mr. C Abhishek Reddy, Management Member**
16. **Sri Nagaraju Gupth- Member from Society**
17. **Mr. Sri Abhijeeth Bhallurkar- Member from Employee Group**
18. **Mr. K Prasad- Alumni**
19. **Mr. K Anjaneyulu- Student Member**
20. **Ms. D. Jayanthi- Student Member**
21. **Dr. N. Mallikharjuna Rao- Member Secretary**

At the outset Dr. N. Mallikharjuna Rao, Director, Internal Quality Assurance Cell welcomed Dr. SMV Narayana Principal of AITS and Chairmen of Internal Quality Assurance Cell, and Hon'ble members of the Internal Quality Assurance Cell to the 10<sup>th</sup> meeting of the IQAC.

Next, the agenda items were taken up for discussions with the permission of the Chair.

**Item No 1: Review of 9<sup>th</sup> meeting minutes and ratification**

Ratified 8<sup>th</sup> meeting minutes

**Item No 2: To discuss revised Annual Quality Assurance Report (AQAR)**

NAAC has revised the Guidelines for Submission of Annual Quality Assurance Report (AQAR) in Accredited Institutions from 2018-2019. **The revised guidelines will come into effect from 1st July 2018.** The director, IQAC has presented all the points are covered in the new format of AQAR to the benefit of Heads of the Departments and members of Internal Quality Assurance Cell. All the members of IQAC felt that the new format is more significant than old format.

**Item No 3: To discuss Academic Audit Modalities**

The monitoring and evaluation of the institutional processes require a carefully structured system of internal and external review. In view of the above, the NAAC has recommended undertaking a continuous Academic and Administrative Audits (AAA).

**Academic Audit:** - Academic audit can be understood as a scientific and systematic method of reviewing the quality of academic process in the institution. It is related with the quality assurance and enhancing the quality of academic activities in the Institution.

Director, IQAC has presented the objectives of our institution to all the members. The objectives of an Academic Audit are:

- To understand the existing system and assess the strengths and weakness of the departments and to suggest the methods for improvement and for overcoming the weaknesses.
- To identify the existing academic and administrative mechanisms and to identify the opportunities for academic and administrative reforms etc.,
- To enhance the academic integrity, transparency, accountability and participation of stake holders among the activities of department
- To evaluate the optimum utilization of resources.

Internal Audit modalities are presented to all the members of IQAC is enclosed.

**Item No 4: To discuss plans about NIRF-2019 as a Quality Initiative for 2018-19**

The committee has reviewed the following:

- National Institutional Ranking Framework (NIRF) parameters for ranking the Institutions
- Methodology is reviewed such as, Data collection and Data capturing, Online Feedback System, Data verification and validation procedures.
- Discussed about the procedure for computing of scores and rankings and also discussed about additional insights such as teaching, learning and resources, research and professional practices and rank order correlation across parameters.

Sri C Abhishek Reddy, Treasurer & Executive of Director of Annamacharya Educational Trust has suggested that IQAC should prepare roadmap for the departments based on the NIRF-2018 ranking recommendations.

**Action by:** It was decided that IQAC will prepare a roadmap for the departments and all the Heads of the Departments will ensure necessary action towards next NIRF-2019 ranking.

**Item No 5: Any other item with permission of chair**

Nil

Chairman announced the conclusion of the meeting

Meeting ended with vote of thanks by Director, IQAC

**Dr. Nuka Mallikharjuna Rao**

Director, Internal Quality Assurance Cell  
AITS, Rajampet