



MINUTES OF MEETING

The 5th meeting of Internal Quality Assurance Cell (IQAC) was held on June 04th, 2018 at 03.00 PM in the conference hall. The meeting was held on the following minutes.

Agenda:

Point no 1: Action taken report on minutes of meetings held on 18-12-2017

Point no 2: Status of NAAC framework documentation in the college

Point no 3: The documentation process related to ISO 9001:2015

Point no 4: Best practices of NECN

Point no 5: Outcome Based Education

Point no 6: Any other matter with the permission of the chair

Point no 1: Action taken report on minutes of meetings held on 18-12-2017

The Chairperson welcomed all the members to the meeting and informed the members that the earlier meeting of the IQAC was held on December 18th, 2017 and the minutes of the meeting were confirmed.

- ✓ Suggested the departments and the academic committee to give more emphasis on the academics and further instructed to take measures to improve the academic results.
- ✓ Confirmed the placement and training programs conducted by the companies like Infosys, Just Dial, Go-Speedy, Main-Tech, Aliens Group, Vertex, TATA BSS, Bob Tech, Victory HR etc.
- ✓ The chairperson explained the remedial classes and remedial coaching conducted for the students to improve the results.
- ✓ Quality initiatives were organized on Technology Learning methods by digital library, Optimization and integration of modern methods of Teaching & Learning.
- ✓ Confirmed the collaborations taken by the departments



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- ✓ Committee members expressed their satisfaction on review meetings conducted by IQAC on various activities.

Point no 2: Status of NAAC framework documentation in the college

- ✓ The Coordinator, NAAC presented the status of review meetings conducted at both department level and institute level.
- ✓ An expert talk was organized on NAAC Criteria to motivate the faculty in accreditation.
- ✓ The chairperson instructed the NAAC coordinator to conduct review meeting for every fortnight.

Point no 3: The documentation process related to ISO 9001:2015

- ✓ The chairperson instructed the coordinator, IQAC that the documentation process related to ISO 9001:2015 shall be immediately started.
- ✓ Review meeting is scheduled on 10/07/2018.

Point no 4: Best practices of NECN

- ✓ Best practices of NECN were discussed and informed all the departments to maintain the practices for further improvement of the institution.

Point no 5: Outcome Based Education

Members discussed on effective implementation of OBE and raised the following points:

- ✓ Conducting OBE program during semester break.
- ✓ Attainment mechanisms of program outcomes and its direct and indirect components.
- ✓ Attainment of course outcome and its mappings with program outcomes

Point no 6: Any other matter with the permission of the chair

- ✓ The IQAC Coordinator requested a person may be given charge as a Co-Coordinator for IQAC.
- ✓ Chairperson discussed on Intellectual property rights (IPR) and importance of patent rights.



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- ✓ Members from industry representative suggested the need for encouraging activities towards innovation and entrepreneurship and referred to initiatives by Govt. of India in this regard.
- ✓ Discussion on technical symposium in all departments.

The meeting was concluded with a formal vote of thanks by IQAC Coordinator.

Sd/--
(IQAC Coordinator)

Sd/--
(Chairperson, IQAC)