

MINUTES OF MEETING

The 6th meeting of Internal Quality Assurance Cell (IQAC) was held on December 15th, 2018 at 02.00 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 04-06-2018

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

Point no 3: Review on Activities

Point no 4: Preparation of Structured feedback analysis

Point no 5: Any other matter with the permission of the chair

Point no 1: Action taken report on minutes of meetings held on 04-06-2018

The Chairperson welcomed all the members to the meeting and informed the members that the earlier meeting of the IQAC was held on June 04th, 2018 and the minutes of the meeting were confirmed.

- ✓ The committee appreciated the initiatives taken by the departments to conduct seminars / workshops/ invited talks.
- ✓ The committee appreciated all the departments and coordinator, IQAC for the on successful completion of ISO 9001:2015 certification.
- ✓ The Coordinator, NAAC presented the status of NAAC accreditation framework.
- ✓ Two Quality initiatives were organized on "Student Centered Learning Methods " and "OBE: Course Outcomes, CO-PO mapping and attainment of Cos & Pos".
- ✓ Committee members expressed their satisfaction on review meetings conducted by IQAC on various activities during the semester.

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.

- ✓ The chairperson explained the process of NAAC accreditation.
- ✓ A discussion was done to prepare the NAAC SSR and the submission date was in the month of January, 2019.
- ✓ All the criteria in charges are advised to keep the documentation ready for the preparation of SSR.

Point no 3: Review on Activities

- ✓ The Coordinator, IQAC presented the Internal Academic and Administrative Audit (AAA) report to the committee.
- ✓ The committee reviewed the result analysis and identified major strengths and areas that required special attention.

Strengths:

- ✓ Planning and Organization of Remedial Classes
- ✓ Identification and activities planned for slow learners

Areas to be Focused

- ✓ Presentation skills of the students to be improved
- ✓ Problem Solving skills of the students to be improved

Point no 4: Preparation of Structured feedback analysis

- ✓ The committee entrusted the coordinator to prepare a report after thoroughly analyzing the feedback obtained from various stakeholders.

Point no 5: Any other matter with the permission of the chair

- ✓ Technical symposium in all departments.
- ✓ Training and placement activities for the upcoming semester.
- ✓ Preparation of academic calendar for the upcoming semester.

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


(IQAC Coordinator)

Co-Ordinator - IQAC
Narayana Engineering College
Nellore.


(Chairperson, IQAC)

PRINCIPAL
NARAYANA ENGINEERING COLLEGE
NELLORE.