



P. S. C. M. R. COLLEGE OF ENGINEERING & TECHNOLOGY
KOTHAPETA, VIJAYAWADA - 520001.
Affiliated to JNTU Kakinada & Approved by AICTE New Delhi
Department of Computer Science & Engineering

Minutes of IQAC Meeting
Academic Year:2014-15

24-12 2014

1. Importance, Roles and functions were presented to new members of IQAC
2. Reviewed the reports of different committees of the college for setting the benchmarks/parameters for the various academic, administrative, research and extension activities of the college.
3. Try the possibility of getting grants for projects involving expertise of faculty in our various departments.

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Minutes of IQAC Meeting
Academic Year:2015-16

10-06-2015

- a) Minutes of previous meeting were confirmed.
- b) To work out the mechanism for ensuring timely, efficient and periodic progressive performance of academic activities on regular basis, it was decided by the chair that the IQAC members shall be conducting the Internal Audits of all the Departments in 3rd week of September, 2016.
- c) Different time slots were allotted to all the departments to provide their department's strengths, achievements, best practices and future plans.
- d) Following guidelines were discussed on the basis of which the academic and administrative audit would be conducted:-
 - i. Academic Calendar
 - ii. FDP/Seminars/Lectures organized and attended
 - iii. Innovative methods of Teaching
 - iv. Publications
 - v. Faculty involvement and contribution in Committees/Cells/Societies
 - vi. Workload Allocation for faculty
 - vii. Results
 - viii. PBAS for 2015-16

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Minutes of IQAC Meeting
Academic Year:2016-17

23-09- 2016

- a) Minutes of previous meeting were confirmed.
- b) The first Academic audit and Administrative was conducted from September 15-17, 2016 and the reports of Audit forms were discussed.
- c) The observation and shortcomings of each department identified during audit was discussed and decided to circulate to all the departments for further plan of action.
- d) Formulate Strategies to evolve as a Centre of Excellence in teaching, research and extension services focusing on equity, inclusiveness and societal linkage and also setting up of Incubation Centres
- e) An alumni association may be founded which may be helpful for the development of the institution.

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Minutes of IQAC Meeting
Academic Year:2017-18

24-01-2018

1. Minutes of previous meeting were confirmed.
2. The overall academic plan and progress of students was reviewed.
3. The team suggested with the permission of chair to collect the alumni feedback and the parents feedback regarding the college.
4. It was decided to constitute "Research Forum" at the institute level and conduct the peer assessment of the departments for their research output.

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Minutes of IQAC Meeting
Academic Year:2017-18

10-06- 2017

1. Minutes of previous meeting were confirmed.
2. To re-constitute the standing committee for Mock Assessment Process needed for preparation of NAAC assessment.
3. The existing student feedback system was discussed and changes in the form were suggested by the team.

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Minutes of IQAC Meeting
Academic Year:2017-18

23-12- 2017

1. With the permission of chair, decided to conduct more seminars/FDP for the faculty and students of our college.
2. Decided to encourage of discussing GATE syllabus and solving problems in classrooms.
3. The team decided in the meeting to conduct the Second Academic and Administrative audit from 20 July 2017. Guidelines for the audit to be conducted in view of NBA and NAAC criteria and also ISO were also discussed.
4. The members of IQAC decided to cover the following during the second academic and administrative audit.
 - i. Mentorship
 - ii. Student Progression
 - iii. Infrastructure & Resources
 - iv. Teaching Learning & Evaluation
 - v. Teaching-Learning Environment
 - vi. Value based education
 - vii. Discipline practices
 - viii. Provision of career oriented programs
 - ix. Placement & Internship Programs
 - x. Consultancy Services
 - xi. E-Library Resources

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Minutes of IQAC Meeting
Academic Year:2018-19

23-06-2018

1. Administrative audit reports were reviewed. Shortcomings in the system were identified in terms of the following were analysed.
 - a. College Infrastructure
 - b. Achievements
 - c. Various Committees and Operations
 - d. Contribution of college towards their vision

The senior faculty of all the departments need to show the devotion and commitment towards the improvement of the teaching and learning process, research and curricular, co-curricular and extra-curricular activities.

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