SNIST

SREENIDHI INSTITUTE OF SCIENCE AND TECHNOLOGY
(An Autonomous Institution, Accredited by NAAC with 'A' Grade and NBA of AICTE)
(Recipient of TEQIP Phase I and Phase II under World Bank Assistance)
Yamnampet, Ghatkesar, Hyderabad 501 301.

May 10, 2019

CIRCULAR

All the members of IQAC are requested to attend the meeting scheduled to be held **on 18-5-2019 (Saturday) at 2.00 p.m.** in the Chambers of the Executive Director to discuss the following Agenda.

Agenda:

1. Discussion on the preparation of PPTs for each subject , so that the common material can be used for teaching.

2. Encouraging the faculty members to apply for collaboration research projects to JNTUH to get a grant of Rs 3.0 Lakhs.

3. Discussion on the internships of B.Tech – II and III year students during summer vacation.

4. Discussion on organizing faculty development programs during end semester examinations.

5. Conducting diagnostic test to newly joined students in Mathematics, physics and English to find the capacity of students and to conduct remedial classes.

6. Encouraging faculty members and students to appear for NPTEL on –line courses.

7. Organizing special classes to B.Tech. II year lateral entry students from 4 PM to 7 PM in Maths and Computer related subjects.

8. Any other matter with the permission of chair.

PRINCIPAL

PRINCIPAL
Sreenidhi Institute of Science and Technology
Yamnampet (V), Ghatkesar (M)
Medchal (Dist), Telangana-501 301

To
All Deans, Directors and HoDs
Copy to Executive Director for his kind information.

SREENIDHI INSTITUTE OF SCIENCE AND TECHNOLOGY

(An Autonomous Institution)

Yamnampet, Ghatkesar, R. R. Dist., Hyderabad – 501 301

Minutes of the IQAC Meeting held on 18.05.2019 at 2.00 p.m. in the Chambers of Executive Director.

Members Present:

Sl.No	Designation	Nominee	Name	Signature
1	Chairperson	Principal	Dr.T.Ch.Siva Reddy, Principal	
2	Management Representative	Executive Director	Dr.P.Narasimha Reddy, Executive Director	
3	Senior Administrative Officers	Registrar	Mr.Ch.Sambaiah, Registrar	
4		Admin. Officer	Mr.T.Radhakrishna, Admn. Officer	
5	Members	Teachers	Dr. K. Basava Raju, Professor of CSE	
6			Dr. Shaik Subhani, Associate Professor of IT	
7			Ms. V. Padmavathi, Associate Professor of ECM	
8			Dr. Y. Sreenivasulu, Associate Professor of ECE	
9			Mr. Ch.V. Seshagiri Rao, Associate Professor of EEE	
10			Dr. K. Srinivasulu Reddy, Professor of MECH	
11			Dr. N. Venkatesh, Assistant Professor of Civil Engg.	
12			Dr. G.P.L. Jayasree, Associate Professor of BT	
13			Dr. E.Laxminarayana , Associate Professor of S&H	
14			Dr. P.S. Viswanadh, Assistant Professor of MBA	

15	Special Invitee		Dr. K. Kishan Rao, Professor of ECE	KKu
16	Special Invitee		Dr. M. Komaraiah, Professor of Mechanical Engineering	
17	Nominee from	From Local Society	Ms. P. Aruna, Ex.Sarpanch of Gram Panchayat , Yamnampet	P.Aruna
18		Student	Ms. T. Pratyusha IV CSE 16311A0546	Pratyusha
19		Alumni	Mr. Ketan Desh Pande, Manager, Open Text Engineering , **President Alumni Association of SNIST**	—
20		Employer	Ms. Snehal Bhutrada, HR Manager, Zemoso Labs, Hyderabad.	— Not available —
21		Industrialist	Mr. J. Narender Reddy, Managing Director, Nucleonics Pvt. Ltd.	
22	Director	Member Secretary	Dr. P V S Srinivas, Professor of CSE	PVS

SREENIDHI INSTITUTE OF SCIENCE AND TECHNOLOGY
(An Autonomous Institution)
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Minutes of the IQAC Meeting held on 18.5.2019 at 2:00 p.m. in the Chambers of the Executive Director.

Dr. PVS Srinivas, Director of IQAC has introduced all the newly nominated members to the Chairman.

1. Discussion on the preparation of PPTS for each subject , so that the common material can be used for teaching.

   It is observed that some faculty members are not adhering to the schedule of almanac and there by they are not completing the syllabus, they are not going to the details of the subject matters and some time, they may be skipping certain portion of the subject. In order to avoid such things , it is decided to prepare the lecture notes and prepare PPTs by senior most faculty members who are having wide ranges of knowledge.

2. Encouraging the faculty members to apply for collaboration research projects to JNTUH to get a grant of Rs 3.0 Lakhs per project.

   JNTUH is sanctioning research fund under TEQUIP – Phase – III to the faculty members of affiliated engineering colleges to the extent of Rs 3.0 Lakhs for each project . All the HoDs are requested to encourage the faculty members to apply for appealing projects in the latest areas so that many of the projects be sanctioned so that good research activity will be seen in each department and M.Tech students will also be benefitted and number of research publications can be had.

3. Discussion on the internships of B.Tech – II and III year students during summer vacation.

   All the B.Tech II and III year students can acquire knowledge by undergoing training during summer vacation in different industries , so that they will get confidence in real life. Students must be asked to write the reports and he must be counselled to attend internship training. HoDs must send the internal guides to see the day to day progress of the students. B.Tech .III year students can concentrate on the industrial oriented mini – project, which will benefit him in the design and fabrication of certain assemblies. These students must also be advised to undergo campus recruitment training for another 3 weeks which make the students to acquire knowledge in communication skills, soft skills and gain confidence in group discussions.

4. Discussion on organizing faculty development programs during mid and end semester examinations period, when there is no class work.

    All the HoDs are to be informed to organize faculty development programs in the latest area of internet of things (IoT), Data Science and Data Analytics, AI, Automation and Robotics , Machine reasoning and Deep learning   etc., so that we can include these latest subjects in the curriculum, whenever we are changing the course structure.

5. Conducting diagnostic test to newly joined students in Mathematics, physics and English to find the capacity of students and to conduct remedial classes.

    It is decided to conduct diagnostic test in Mathematics, physics & English to the newly joined students in the academic year 2019 -20, so that weak students and the students from vernacular medium can be identified and the institution can organize remedial classes to improve the performance of such students.

6. Encouraging faculty members and students to appear for NPTEL on –line courses.

    All the HoDs are requested to encourage the students and faculty to register for ON-line, NPTEL courses and appear the examination conducted by IIT to improve the capability. The faculty member teaching a particular subject , if it is offered by NPTEL, has to register for the subject and submit the assignments to know his level and to take measures to improve the subject knowledge.

7. Organizing special classes to B.Tech. II year lateral entry students from 4 PM to 7 PM in Maths and Computer related subjects.

    Diploma students join the B.Tech. II year through ECET and it is observed that their performance in Maths and Computer related subjects is poor and it is decided to organize special classes from 4:30 PM to 7:00 PM in Maths and Computer subjects, so that they can understand these subjects and perform well in the mid-test and end semester examinations.

8. Any other matter with the permission of chair.

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ACTION TAKEN REPORT ON THE MINUTES OF THE MEETING HELD ON 18-05-2019 AT 2:00 PM IN THE CHAMBERS OF THE EXECUTIVE DIRECTOR

S.No.	Item No.	Resolution	Action Taken
1	Discussion on the preparation of PPTS for each subject , so that the common material can be used for teaching.	It is observed that some faculty members are not adhering to the schedule of almanac and there by they are not completing the syllabus, they are not going to the details of the subject matters and some time, they may be skipping certain portion of the subject. In order to avoid such things , it is decided to prepare the lecture notes and prepare PPTs by senior most faculty members who are having wide ranges of knowledge.	All Teachers are advised to prepare PPTs for the courses including electives so that more information can be delivered to students. Each department has more than 100 subject PPTs and 50 video lectures.
2	Encouraging the faculty members to apply for collaboration research projects to JNTUH to get a grant of Rs 3.0 Lakhs.	JNTUH is sanctioning research fund under TEQUIP – Phase – III to the faculty members of affiliated engineering colleges to the extent of Rs 3.0 Lakhs for each project . All the HoDs are requested to encourage the faculty members to apply for appealing projects in the latest areas so that many of the projects be sanctioned so that good research activity will be seen in each department and M.Tech students will also be benefitted and number of research publications can be had.	The faculty have applied to JNTU for Research projects under TEQUIP and received sanction for about 11 projects. Department break up is CSE -2, IT - 1, ME -1, ECE - 2, EEE -2, ECM -1, CIVIL - 1 & S&H -1 = 11

3	Discussion on the internships of B.Tech – II and III year students during summer vacation.	All the B.Tech II and III year students can acquire knowledge by undergoing training during summer vacation in different industries , so that they will get confidence in real life. Students must be asked to write the reports and he must be counselled to attend internship training. HoDs must send the internal guides to see the day to day progress of the students. B.Tech III year students can concentrate on the industrial oriented mini – project, which will benefit him in the design and fabrication of certain assemblies. These students must also be advised to undergo campus recruitment training for another 3 weeks which make the students to acquire knowledge in communication skills, soft skills and gain confidence in group discussions.	All HoDs are directed to approach to nearby public and private industries for providing internships. More than 95% of students could get internship including educational institutions such as NIT, IIT, and IIIT.
4	Discussion on organizing faculty development programs during end semester examinations.	All the HoDs are to be informed to organize faculty development programs in the latest area of internet of things (IoT), Data Science and Data Analytics, AI, Automation and Robotics , Machine reasoning and Deep learning etc., so that we can include these latest subjects in the curriculum, whenever we are changing the course structure.	The CAC has already advised the HoDs to conduct FDPs, lectures during end-semester examinations so that the academic work will not suffer and the faculty get benefitted more than 8 FDPs are conducted during Ist semester end-semester examination.
5	Conducting diagnostic test to newly joined students in Mathematics, physics and English to find the capacity	It is decided to conduct diagnostic test in Mathematics, physics & English to the newly joined students in the academic year 2019 -20, so that weak students and the students	The performance of students in 1 mid test of I year is being examined and list is prepared in the subjects of maths, physics and english remedial classes are being arranged for them last year such classes were organised for nearly 150 students.

	of students and to conduct remedial classes.	from vernacular medium can be identified and the institution can organize remedial classes to improve the performance of such students.	
6	Encouraging faculty members and students to appear for NPTEL on –line courses.	All the HoDs are requested to encourage the students and faculty to register for ON-line, NPTEL courses and appear the examination conducted by IIT to improve the capability. The faculty member teaching a particular subject , if it is offered by NPTEL, has to register for the subject and submit the assignments to know his level and to take measures to improve the subject knowledge.	Students and faculty are encouraged to register NPTEL on-line courses and certificates received and faculty information are being filed in their personal files.
7	Organizing special classes to B.Tech. II year lateral entry students from 4 PM to 7 PM in Maths and Computer related subjects.	Diploma students join the B.Tech. II year through ECET and it is observed that their performance in Maths and Computer related subjects is poor and it is decided to organize special classes from 4:30 PM to 7:00 PM in Maths and Computer subjects, so that they can understand these subjects and perform well in the mid-test and end semester examinations.	For B.Tech II year students admitted in II year through ECET special classes are being organised to bring them on par with regular students particularly in maths, programs (C++ and Java) and English communication
8	Any other matter with the permission of chair.	-	

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