



SCREENIDHI 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.

December 14, 2018

CIRCULAR

All the members of IQAC are requested to attend the meeting scheduled to be held **on 17-12-2018 (Monday) at 2.00 p.m.** in the Chambers of the Executive Director to discuss the following Agenda.

Agenda:

1. Review of the minutes of the meeting held on 20-10-2018.
2. Convening of BoS meetings to discuss about the syllabus for B.Tech III & IV year of A-17 regulation, B.Tech I & II years of A-18 regulation and M.Tech / MBA of A-19 regulation.
3. Discussion on the purchase of books, journals, periodicals, back volumes, hand books to the Library.
4. Discussion on the decision of internship training to B.Tech II & III year students to improve the practical knowledge before they are appointed in an industry.
5. Discussion on the preparation of video-lectures by senior faculty members of the department which can be used by the faculty members to have uniform teaching in all the sections of the department.
6. Organising faculty development programs during mid semester gap.
7. Organising Alumni meet in the last week of December so that Alumni from abroad, who will be visiting India during vacation, can attend and suggest the methods for overall improvement of the institution.
8. Organising local visits, bridge courses, guest lectures to improve the knowledge of the students.
9. Discussion on registering on-line certification courses of NPTEL,
10. Organising MoUs, TED talks and virtual labs for improving subject knowledge.
11. Discussion on the encouragement to be given to the toppers of classes by making them as members of IEEE and other chapters.
12. Any other matter with the permission of Chair.


PRINCIPAL

To
All the Members of IQAC
Copy to Executive Director for his kind information.



SREENIDHI INSTITUTE OF SCIENCE AND TECHNOLOGY

(An Autonomous Institution)

Yamnampet, Ghatkesar, R. R. Dist., A.P. – 501 301

Minutes of the IQAC Meeting held on 17.12.2018 at 3:00 p.m. in the Chambers of the 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.Aruna Varanasi	
6			Dr. V V S Balram	
7			Dr. K. Sasidhar	
8			Dr. S. P. V Subba Rao	
9			Dr. Bhargava	
10			Dr. A Purushotham	
11			Dr. K. Sitaram	
12			Dr. K S R Siva Sai	
13			Dr. M. Sukanya	
14			Dr. P. Venkat Reddy	
15	Special Invitee		Prof. K. Kishan Rao, Prof. of ECE	
16	Special Invitee		Prof. M. Komaraiah, Prof. of ME	
17	Member (From Local Society)	6x Sarpanch Yamnampet Ghatkesar	Corporator of Yamnampet, in Ghatkesar Municipality	
18	Members	Student	Ms. T. Pratyusha IV CSE 16311A0546	
19	Member	Alumni	Ketan Desh Pande Manager, Open Text Engineering , President Alumni Association of SNIST	
20	Member	Employer	Mr. Snehal Bhutrada, HR Manager, Zemoso Labs, Hyderabad.	
21	Member	Industrialist	J.Narender Reddy, Managing Director, Nucleonics Pvt. Ltd.	
22	Director - IQAC	Member Secretary	Dr.P V S Srinivas, Prof. CSE	



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Minutes of the IQAC Meeting held on 17.12.2018 at 3:00 p.m. in the Chambers of the Executive Director.

1. Review of the minutes of the meeting held on 20-10-2018.

The minutes of the meeting held on 20-10-2018 were discussed and approved.

2. Convening of BoS meetings to discuss about the syllabus for B.Tech III & IV year of A-17 regulation, B.Tech I & II years of A-18 regulation and M.Tech / MBA of A-19 regulation.

It is decided to prepare tentative syllabus considering the syllabus of JNTUH, OU, NITS, IITs and some of the foreign Universities and circulate it to the external members, so that they will attend the meeting to suggest certain modifications to be made or to introduce some subjects or certain topics. The Academic regulations are to be discussed in the Joint Board of Studies meeting and the minutes of the meetings of joint board of studies and individual BOS meetings of the departments are to be taken to Academic Council for approval.

3. Discussion on the purchase of books, journals, periodicals, back volumes, hand books to the Library.

The Library committee is to be convened frequently to discuss about latest books, journals to be purchased and discuss methods to improve the Digital library. If the library is strengthened, the faculty members and students will immensely be benefited and students can perform well in the on-campus and off-campus interviews.

4. Discussion on the decision of internship training to B.Tech II, III & IV year students to improve the practical knowledge before they are appointed in an industry.

HoDs, Senior faculty members should approach the industries to enter into MoUs so that the students of B.Tech II & III year can Join for internship training for 3 weeks during summer vacation and B.Tech IV year II semester students can take up project - II in industry so that they can acquire good knowledge before they enter into real life.

5. Discussion on the preparation of video-lectures by senior faculty members of the department which can be used by the faculty members to have uniform teaching in all the sections of the department.

It is observed from the feedback by the students and after analyzing the results, some of the faculty members do not show much good performance in their teaching learning process. Hence, the Junior faculty members can make use of the

PPTs prepared by the seniors in their regular teaching so that they can do well in teaching and results may also be improved.

6. Organising faculty development programs during mid semester gap.

All the HoDs are to make preparations for organizing faculty development programmes by inviting resource persons from R&D labs, Industries and other leading education institutions. New subjects introduced in the curriculum can be thought of in organizing the faculty development programs. The faculty members attending these programs can clear their doubts and there will be interaction between industry, R&D labs, so that the faculty members pursuing Ph.D can develop easy access to approach them and discuss about their Research work.

7. Organizing Alumni meet in the last week of December so that Alumni from abroad, who will be visiting India during vacation, can attend and suggest the methods for overall improvement of the institution.

It is decided to organize Alumni meet in the campus in the last week of December so that Alumni from abroad, who will be visiting India during vacation, can attend and suggest the methods for overall improvement of the institution. It is decided to organize Alumni meet in the campus in the last week of December. The students working in industries, Research organizations can attend, if it is organized on Saturday, along with Alumni from abroad. The feed back from them can be taken in improving the course structure and syllabus of UG & PG programmes.

8. Organizing local visits, bridge courses, guest lectures to improve the knowledge of the students.

It is decided to organize atleast two local visit to industries and Research organizations in each semester. The students attending this must submit report and a viva-voce test can be organized so that students can acquire good knowledge. Similarly, guest lectures can be organized to get more practical knowledge in the subject. By organizing bridge courses, any deficiencies in the subject knowledge can be cleared and the students can be exposed to latest knowledge.

9. Discussion on registering on-line certification courses of NPTEL,

It is decided to encourage faculty and students to register the on-line certification courses offered by NPTEL and by passing these courses, the subject knowledge will be improved and top faculty and students will be rewarded and the institution also will be ranked.

10. Organizing MoUs, TED talks and virtual labs for improving subject knowledge.

AICTE is insisting to organize on-line courses MoUs with industries and hence, it is decided to register some subjects of B.Tech II year in the regular time-table by the faculty and students.

Technical associations can be formed in each department and the student co-ordinators and faculty incharges can organize TED talks which cover lot of latest information.


Virtual labs are prepared by IIT Kharagpur and IIT Kanpur, which can be shown to the students during practical classes. Number of experiments beyond the syllabus can be organized using virtual labs so that the students are exposed to practical knowledge.

11. Discussion on the encouragement to be given to the toppers of classes by making them as members of IEEE and other chapters.

The students must be encouraged and they must be rewarded by paying students' membership fee to all toppers of the department for IEEE and other organisations so that they can attend the conferences organized by them and publish papers in those journals / proceedings. The students can be motivated to perform well in curricular and co-curricular activities.

12. Any other matter with the permission of Chair.

To
All the Members of IQAC
Copy to Executive Director for his kind information.


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



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Action Taken Report On The Minutes Of The Meeting Held On 17-12-2018 At 2:00 Pm In The Chambers Of The Executive Director

S.No.	Item No.	Resolution	Action Taken
1	Review of the minutes of the meeting held on 20-10-2018.	The minutes of the meeting held on 20-10-2018 were discussed and approved.	No comments are received hence it is presumed that the minutes are approved.
2	Convening of BoS meetings to discuss about the syllabus for B.Tech III & IV year of A-17 regulation, B.Tech I & II years of A-18 regulation and M.Tech / MBA of A-19 regulation.	It is decided to prepare tentative syllabus considering the syllabus of JNTUH, OU, NITS, IITs and some of the foreign Universities and circulate it to the external members, so that they will attend the meeting to suggest certain modifications to be made or to introduce some subjects or certain topics. The Academic regulations are to be discussed in the Joint Board of Studies meeting and the minutes of the meetings of joint board of studies and individual BOS meetings of the departments are to be taken to Academic Council for approval.	BOS meetings are conducted twice in every academic year. The standards of the question paper and implementation of regulation are being discussed and remedial measures are taken wherever the deficiencies are found.
3	Discussion on the purchase of books, journals, periodicals, back volumes, hand books to the Library.	The Library committee is to be convened frequently to discuss about latest books, journals to be purchased and discuss methods to improve the Digital library. If the library is strengthened, the faculty members and students will immensely be benefited and students can perform well in the on-campus and off-campus interviews.	HoDs are directed to prepare the list of books periodicals and Journals to be purchased to the Library. All HoDs have submitted the list to Library.
4	Discussion on the decision of internship training to B.Tech II, III & IV year students to improve the practical knowledge before they are appointed in an industry.	HoDs, Senior faculty members should approach the industries to enter into MoUs so that the students of B.Tech II & III year can Join for internship training for 3 weeks during summer vacation and B.Tech IV year II semester students can take up	Internship is being arranged for all B.Tech II, III and IV year students during summer vacation.

		project - II in industry so that they can acquire good knowledge before they enter into real life.	
5	Discussion on the preparation of video-lectures by senior faculty members of the department which can be used by the faculty members to have uniform teaching in all the sections of the department.	It is observed from the feedback by the students and after analysing the results, some of the faculty members do not show much good performance in their teaching learning process. Hence, the Junior faculty members can make use of the PPTs prepared by the seniors in their regular teaching so that they can do well in teaching and results may also be improved.	Senior faculty are advised to prepare video lectures for the benefit of students and Junior faculty. So far more than 150 video lectures are being prepared by senior faculty.
6	Organizing faculty development programs during mid semester gap.	All the HoDs are to make preparations for organizing faculty development programmes by inviting resource persons from R&D labs, Industries and other leading education institutions. New subjects introduced in the curriculum can be thought of in organizing the faculty development programs. The faculty members attending these programs can clear their doubts and there will be interaction between industry, R&D labs, so that the faculty members pursuing Ph.D can develop easy access to approach them and discuss about their Research work.	Each department has prepared the list of FDPs to be organized and being conducted.
7	Organizing Alumni meet in the last week of December so that Alumni from abroad, who will be visiting India during vacation, can attend and suggest the methods for overall improvement of the institution.	It is decided to organize Alumni meet in the campus in the last week of December so that Alumni from abroad, who will be visiting India during vacation, can attend and suggest the methods for overall improvement of the institution. It is decided to organize Alumni meet in the campus in the last week of December. The students working in industries, Research organizations can attend, if it is organized on Saturday, alongwith Alumni from abroad.	Alumni meet is organized on more than 60 Alumni were present and interacted with faculty and students. Executive committee is also formed as given below. 1.President 2.Vice President 3.Secretary 4.Members

		The feed back from them can be taken in improving the course structure and syllabus of UG & PG programmes.	
8	Organizing local visits, bridge courses, guest lectures to improve the knowledge of the students.	It is decided to organize atleast two local visit to industries and Research organizations in each semester. The students attending this must submit report and a viva-voce test can be organized so that students can acquire good knowledge. Similarly, guest lectures can be organized to get more practical knowledge in the subject. By organizing bridge courses, any deficiencies in the subject knowledge can be cleared and the students can be exposed to latest knowledge.	Local industrial visits are being planned by each department atleast two visits in a semester. List of such visits are listed below.
9	Discussion on registering on-line certification courses of NPTEL,	It is decided to encourage faculty and students to register the on-line certification courses offered by NPTEL and by passing these courses, the subject knowledge will be improved and top faculty and students will be rewarded and the institution also will be ranked.	Faculty are engaged to register atleast one NPTEL course per semester and obtain certificate. This is made compulsory for all Junior faculty.
10	Organizing MoUs, TED talks and virtual labs for improving subject knowledge.	<p>AICTE is insisting to organize on-line courses MoUs with industries and hence, it is decided to register some subjects of B.Tech II year in the regular time-table by the faculty and students.</p> <p>Technical associations can be formed in each department and the student co-ordinators and faculty incharges can organize TED talks which cover lot of latest information.</p> <p>Virtual labs are prepared by IIT Kharagpur and IIT Kanpur, which can be shown to the students during practical classes. Number of experiments beyond the syllabus can be organized</p>	<p>Industrial persons are invited to give excellent lectures in emerging areas.</p> <p>Students are encouraged to do their Internship with Virtual Labs, IIIT which is recommended by AICTE. About 16 Students were selected to pursue their Internship at Virtual Labs IIIT.</p> <p>In each department</p>

		using virtual labs so that the students are exposed to practical knowledge.	Technical association is formed: Videos of Virtual Labs are shown to students during laboratory sessions.
11	Discussion on the encouragement to be given to the toppers of classes by making them as members of IEEE and other chapters.	The students must be encouraged and they must be rewarded by paying students' membership fee to all toppers of the department for IEEE and other organizations so that they can attend the conferences organized by them and publish papers in those journals / proceedings. The students can be motivated to perform well in curricular and co-curricular activities.	All toppers (two merit list) of each department particularly CSE, IT, ECE, EEE are being made IEEE students members by paying membership fee by the college.
11	Any other matter with the permission of Chair		


 PRINCIPAL