

IQAC Meeting

TIME 11 AM TUESDAY 26TH APRIL 2022 AT IQAC CHAMBER

Respected Director, Principal, IQAC members, and HODs of all the departments are requested to attend.

Agenda:

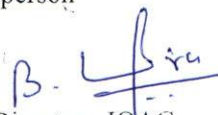
1. Approval of feedback forms - Student exit, Employer feedback, Alumni feedback, Faculty feedback, and feedback on Infrastructure for the purpose of AQAR 2021-22 and standardize the same across the departments of the Institution.

Suggested dates:

Sl.No.	Activity	Suggested Dates	Date to be submitted to IQAC
1	Oral Feedback	2 weeks after the commencement of the Semester	13 th April 2022/ 23 rd April 2022
2	Preliminary Faculty Feedback by students	11 th to 13 th May 2022	Submission of ATR on Faculty Feedback: within one week to IQAC
3	Final Faculty Feedback by students along with Feedback on Infrastructure	11 th to 13 th July 2022.	Submission of ATR on Faculty Feedback by students: within one-week Submission of Report on Feedback on infrastructure: within 10 days
4	Student Exit feedback	20 th to 23 rd June 2022	Submission of Report to IQAC in a month's time

2. Establish/ Reconstitute the following committees in order to streamline the academic activities in the departments
 - i. Department Advisory Board
 - ii. Program Assessment Committee
 - iii. Internal Academic & Administrative Audit Committee
 - iv. Research Committee
 - v. NBA & NAAC (Coordinator & Team)
 - vi. Course Committees (Faculty teaching similar subjects will be grouped)
3. Result Analysis Meeting by PAC of the departments, Analysis report and correction action to be submitted to IQAC after the declaration of results every semester.
4. IQAC will organize a workshop on OBE. A suitable date and time must be given by HODs
5. Next NAAC Visit: Points to be discussed for Improvement - Chairperson
6. Any other points with the permission of the Chair.


Coordinator - IQAC


Director - IQAC


Principal



Minutes of the IQAC Meeting held on 26/04/2022 at 11:00 hrs in the IQAC chambers

Members present:

1. Dr T Ch Siva Reddy, Principal & Chairman-IQAC
2. Dr B India Reddy, Director-IQAC
3. Dr D Kondadyya, Coordinator-IQAC
4. Prof C V Tomy, Director-SNIST
(Member from the Management)

Heads of Departments

1. Dr C Bhargava, HoD-EEE
2. Dr SPV Subba Rao, HoD-ECE
3. Dr D Mohan, HoD-ECM
4. Dr Sunil Bhutada, HoD-IT
5. Dr A Purushotham, HoD-ME
6. Dr P Venkat Reddy, HoD-S&H
7. Dr A Sandhya Rani, HoD-MS
8. Dr K Shirisha, HoD-CSE-Cyber Security
9. Dr T V Narayana Rao, HoD-CSE-Internet of Things

Deans

1. Dr K Sumanth, Dean-Academics
2. Dr N Ch S N Iyengar, Dean-Library & Academic Research
3. Dr V Kumaraswamy, Associate Dean-Academics

Faculty Members representing departments

1. Dr K V Seetharam, Professor, CE
2. Mr Ch V Seshagiri Rao, Associate Professor, EEE
3. Dr M V S Sudhakar, Asst. Professor, MS
4. Dr E Laxminarayana, Associate Professor, Chemistry
5. Ms Rathod Kavita Varma, Asst Professor, English
6. Dr R Umamaheshwar Rao, Associate Professor, Maths
7. Dr Ravi Kumar Guntu, Asst. Professor, Physics

Other Members

1. Ms N P Seeja, Head-CWC
2. Mr K Venkat Reddy, Controller of Examinations
3. Mr T V Ramana Rao, Academic Officer and Chief Warden, Nidhi Hostel
4. Mr Y Vasudeva Rao, Director-CDC
5. Mr B Ramesh Babu, Internal Auditor

Dr B Indira Reddy, Director-IQAC has welcomed the members and appraised them that this meeting has been convened in order to have approval for various feedback forms, discussion on reconstitution of various committees in order to streamline the academic activities in the departments, and to have Result Analysis Meetings by PACs of the departments, etc.

She has further informed that the IQAC has shared the 'document of roles and responsibilities with all the HoDs and any suggestions if received will be valued, reviewed, incorporated, and a revised version will be sent by the IQAC for implementation.

She has emphasized the need of conducting the periodical meetings of the Committees constituted and Circulation of the Minutes/ Proceedings to the IQAC which *in turn* will circulate the same among all the concerned members to ensure that the knowledge is shared with them.

Dr. Indira Reddy has requested the Principal who is the Chairman of the IQAC before proceeding for discussion on the agenda points, to make a presentation on the NAAC criteria which is a 5th agenda point based on his experience during the last NAAC inspection so that all the IQAC members would know the challenges faced by the institution, and the focus to be considered from now onwards for improvement in the coming years.

Subsequently, the agenda points have been taken for discussion as below:

Minutes

1. Next NAAC Visit: Points to be discussed for Improvement - Chairperson

Dr. T Ch Siva Reddy, Principal and the Chairman of the IQAC has made a detailed PowerPoint presentation on the NAAC criteria.

1. During the presentation of the criteria points, he has elaborated that during the last NAAC inspection, our institute has got good marks concerning the initiatives of SNIST to support research, and its best practices including CRT, CWC, SAP, e-Learning, Student Clubs, and Solar Power Plant, but got zero points concerning Mentor-Mentee interaction and Sports Activities. He has informed that though the data is available with the institute but could not upload the same in the system or present it at the time of inspection. Because of losing the qualitative metric points in some criteria, the institute has missed the opportunity of getting an A++. Hence, there is a dire need to keep the records systematically. He has informed that the IQAC has prepared the

Standard Operating Procedures (SOPs) facilitating all the departments to follow the same uniquely to overcome the difficulty of making the data available. He has emphasized the need of protecting the qualitative metrics where the institute has got good marks in the last inspection, and to improve the qualitative metrics where the institute has got less or zero marks to achieve the institute's aim of getting an A++ grade in the coming years.

2. Dr. Siva Reddy has further informed that the NAAC has modified the criteria points to some extent by alteration/ addition/ deletion which needs to be adhered to. As our institute's intake is high, the benchmarks are also to be expected as high. Designing of Curriculum, Teaching-Learning Process and Research are the key points in the accreditation process where we can get maximum marks which mainly depend on the departments. Designing of feedback, review of syllabus, etc are to be done meticulously by all departments. Towards this direction, he has suggested that all the HoDs may nominate the faculty who worked earlier on the NAAC work as *Departmental Coordinators* since they have already gained good experience, and this will make the departmental work easy.
3. He has further highlighted the importance of maintaining and making the on-hand data about the *Academic Section's Student Enrolment and Student Scholarship*, for having standard marks.

He has also specifically highlighted the following points:

- (1) Semester-wise review
- (2) A22 Regulations
- (3) Assessing the learning levels of the students and organization of special programs for advanced learners and slow learners
- (4) Student Centric methods such as experimental learning, participative learning, problem-solving technologies
- (6) Mentor-mentee interaction data
- (7) Lesson Plans
- (8) Average number of days from the last semester-end/ year-end examination till the declaration of results during the last five years
- (9) Examination reforms
- (10) Attainment of Progress Outcomes and Course Outcomes
- (11) Student Satisfaction Survey
- (12) Faculty Empowerment Strategies

(13) Best Practices and Institutional Distinctiveness

(14) Sports and cultural events data to be maintained by the Physical Directors.

He has deferred the discussion on Criteria III (Research, Innovations, and Extension) as Dean Innovation and Research Dr. Ameet Chavan was coordinating an ongoing IPR event and was not available in the meeting.

Director Dr C V Tomy has stressed the need for departments to take care of maintaining the data and timely entering it into the NAAC formats.

He has suggested that the IQAC may frame timelines for various academic activities which will be provided along with the academic calendar as a separate annexure. The formats for data filling against each metric for criteria 1 to 7 will have to be sent to the HoDs.

(2) Approval of feedback forms of the stakeholders

Dr. D Kondayya, Coordinator-IQAC has informed us that the IQAC has prepared different standard formats and the schedule seeking feedback from the stakeholders which are very important for NAAC purposes.

He has made a presentation of the templates about the oral feedback after two weeks after the commencement of the semester, feedback about teaching effectiveness, student feedback on infrastructure/ facilities, teachers' feedback on theory courses, teachers' feedback on practical classes, student exit feedback from the final year students, etc are to be maintained.

Dr. T V Narayana Rao, HOD CSE-IOT suggested including PSOs in Student Exit Feedback forms.

Dr. Kondayya suggested for inclusion of the feedback schedules in the academic calendar.

The members accorded approval for the templates. Dr. Kumaraswamy has been requested to include the feedback schedules in the next academic calendar.

(3) Establish/ Reconstitute the committees to streamline the academic activities in the departments

Dr. B Indira Reddy, Director-IQAC has informed us that there is a need to reconstitute or establish various committees such as Department Advisory Board, Program Assessment Committee, Internal Academic & Administrative

Audit Committee, Research Committee, NBA & NAAC Coordination Team, Course Committees, etc.

The members felt that the above committees are required to be reconstituted and made active with the new members in place of the faculty members who left the institute. HoDs were requested to nominate the members in this regard and form the said committees and a copy must be submitted to IQAC.

(4) Result Analysis Meeting by the Departments

Dr. B Indira Reddy, Director-IQAC has emphasized conducting the Result Analysis Meetings twice in a semester, first after MID-1 results and second after final results. HODs are informed to take Remedial actions after the first mid-result analysis so that the poor-performing students will pass the final exam. In continuation, she said that the MID-1 result analysis will help increase the final pass percentage and by this, the **student success rate** (student pass percentage without backlogs) will increase which was the major concern at the Institution level in the recent **NBA Inspection**. HoDs are requested to take the correction action and ATR to be submitted to IQAC from time to time.

(5) Organization of a workshop on Outcome Based Education

The Director-IQAC informed that the IQAC is planning to organize a workshop on Outcome Based Education and the schedule will be informed to the HoDs in due course of time.

(6) Any other points with the permission of the Chair.

NIL

The meeting ended with thanks.


Dr. D. Kondayya
Co-ordinator - IQAC


Dr. B Indira Reddy
Director -IQAC


Dr. T.Ch. Siva Reddy
Principal & Chairman-IQAC
PRINCIPAL
Sreenidhi Institute of Science and Technology
Yammapet (V), Chakkar (M), Warangal (Dist)
Telangana State - 501 301.

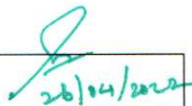
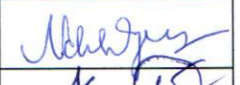
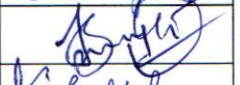
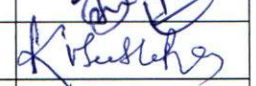


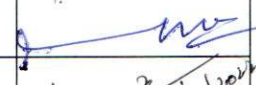
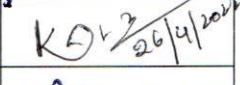
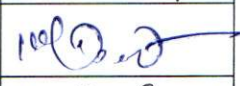
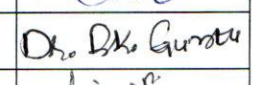
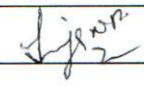
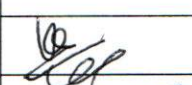
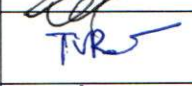
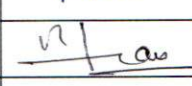




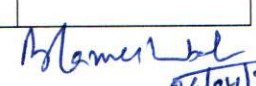
IQAC MEETING SCHEDULED ON 26.04.2022 AT 11.00 AM AT IQAC OFFICE

MEMBERS PRESENT

S.No.	Position in IQAC	Name	Designation	Signature
1	Chairperson	Dr. T Ch Siva Reddy	Principal	
2	Director	Dr. B Indira Reddy	Professor, Information Technology	
3	Coordinator	Dr. D Kondayya	Professor, Mechanical Engineering	
4	Members from the Management	Dr. K T Mahhe	Chairman	
		Mr. K Abhijit Rao	CEO	
		Prof. C V Tomy	Director	
5	Heads of Departments	Dr. G V Praveen	Civil Engineering (CE)	
		Dr. Aruna Varanasi	Computer Science and Engineering (CSE)	
		Dr. C Bhargava	Electrical and Electronics Engineering (EEE)	
		Dr. SPV Subba Rao	Electronics and Communication Engineering (ECE)	
		Dr. D Mohan	Electronics and Computer Engineering (ECM)	
		Dr. Sunil Bhutada	Information Technology (IT)	
		Dr A Purushotham	Mechanical Engineering (ME)	
		Dr. P Venkat Reddy	Science and Humanities (S&H)	
		Dr. A Sandhya Rani	Management Studies (MS)	
		Dr. K Shirisha	CSE-Cyber Security	
		Dr. T V Narayana Rao	CSE-Internet of Things	
		Dr. Md. Jaffer Sadiq	CSE-Data Science	
		Dr T. V Rajinikanth	CSE-Artificial Intelligence & Machine Learning	

6	Deans	Dr. K Sumanth	Dean, Academics	
		Dr. Ameet Chavan	Dean-Innovation & Research	
		Dr. N Ch S N Iyengar	Dean, Library & Academic Research	
		Dr. V Kumaraswamy	Associate Dean, Academics	
7	Faculty Members representing departments	Dr. K V Seetharam	Professor, CE	
		Dr. Krishna Samalla	Professor, ECE	
		Dr. V Jayaprakasan	Professor, ECE	
		Ms. Shafiunnisa Syed	Associate Professor, ECE	
		Dr. Shruti B Choubey	Associate Professor, ECE	
		Ms. N Swapna	Associate Professor, ECM	
		Mr. Ch. V Seshagiri Rao	Associate Professor, EEE	
		Dr. K. Sreenivasulu Reddy	Professor, ME	
		Dr. M V S Sudhakar	Assistant Professor, MS	
		Dr. E Laxminarayana	Associate Professor, Chemistry	
		Ms. Rathod Kavita Varma	Assistant Professor, English	
		Dr. R Umamaheshwar Rao	Associate Professor, Maths	
		Dr. Ravi Kumar Guntu	Assistant Professor, Physics	
8	Other Members	Ms. N P Seeja	Head, CWC	
		Dr. VVSSS Balaram	Professor, IT	
		Mr. K Venkat Reddy	Controller of Examinations	
		Mr. T V Ramana Rao	Academic Officer and Chief Warden, Nidhi Hostel	
		Mr. Y Vasudeva Rao	Director, CDC	
9	Nominee from Alumni, SNIST	Mr. Ketan Deshpande	President	
10	Industry representatives	Mr. Sangameshwar Reddy	Amazon India	
11	Student Representative	Ms. S.V. Soumya	Roll NO.18311A05B2, CSE Student	
12	Special Invitee	Mr. Ch Sambaiah	Registrar	

13. - DO - Mr. B. RAMESH BABU Internal Auditor.


26/04/22



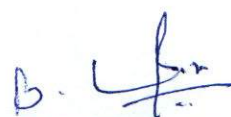
**Action Taken Report on the Minutes of the IQAC meeting held on 26-04-2022 at 11:00 Hrs.
in the IQAC Chambers**

S.No.	Agenda Item	Resolution	Action Taken
1.	Approval of feedback forms - 1) Student exit, 2) Employer feedback, 3) Alumni feedback, 4) Faculty feedback, and feedback on Infrastructure for the purpose of AQAR 2021-22 and standardize the same across the departments of the Institution.	The members accorded approval for the templates. Dr.V.Kumaraswamy has been requested to include the feedback schedules in the next academic calendar.	All the formats have been sent to Departments and requested to send the reports on or before the date specified against each activity.
2.	Establish/ Reconstitute the following committees in order to streamline the academic activities in the departments i. Department Advisory Board ii. Program Assessment Committee iii. Internal Academic & Administrative Audit Committee iv. Research Committee v. NBA & NAAC (Coordinator & Team) vi. Course Committees (Faculty teaching similar subjects will be grouped)	Director - IQAC has informed that there is a need to reconstitute or establish various committees such as 1) Department Advisory Board 2) Program Assessment Committee 3) Internal Academic & Administrative Audit Committee 4) Research Committee 5) NBA & NAAC Coordinator Team, 6) Course Committee etc. The members felt that Committees are to be reconstituted and made activity with the new members in place of the members who left the Institute.	All the Departments have established and reconstituted the committees accordingly.
3.	Result Analysis Meeting by PAC of the departments, Analysis report and correction action to be submitted to IQAC after the declaration of results every semester.	Director - IQAC has emphasized conducting the Result Analysis Meetings twice in a semester, first after MID-1 results and second after final results. HoDs are informed to take Remedial actions after the first mid- result analysis so that the poor- performing students will pass the final exam. In continuation, Director said that the MID-1 result analysis will help increase the final	HoDs are requested to take the corrective action and ATR to be submitted to IQAC from time to time.

		pass percentage and by this, the student success rate (student pass percentage without backlogs) will increase which was the major concern at the Institution level in the recent NBA Inspection.	
4.	Organization of a Workshop on Outcome Based Education (OBE)	It has been decided to organize a Workshop on Outcome Based Education (OBE)	The activity is under process. Planning to organize during semester break.
5.	Next NAAC visit - Points to be discussed for improvement.	<p>Principal has given a presentation for improvement on the NAAC Criteria.</p> <p>He emphasized that in certain areas like Mentor-Mentee Interaction, Sports Activities etc. we could not score good points due to lack of maintaining proper documentation resulted neither could not upload the data in the system nor present at the time of inspection.</p> <p>It has been decided to :</p> <ol style="list-style-type: none"> Keep the records systematically. All the Dept. to follow the SOP prepared by IQAC HoDs to nominate NAAC Departmental Coordinators who worked earlier o the NAAC work. To maintain on-hand data about the Academic Section's Student Enrolment and Student Scholarship, for having standard marks. <p>Further, he specifically emphasized on the following:</p> <ol style="list-style-type: none"> Semester-wise review A22 Regulations Assessing the learning levels of the students and organization of special programs for advanced learners and slow learners. 	Noted and Implementing.

		<ol style="list-style-type: none"> 4. Student Centric methods such as experimental learning, participative learning, problem-solving technologies 5. Mentor-mentee Interaction data 6. Lesson Plan 7. Average number of days from the last semester-end / year-end examination till the declaration of results during the last five years. 8. Examination Reforms 9. Attainment of POs and COs 10. Student Satisfaction Survey 11. Faculty Empowerment Strategies 12. Best Practices and Institutional Distinctiveness 13. Sports and Cultural events data to be maintained by the Physical Directors. <p>Finally, it is resolved that the IQAC may frame timeline for various Academic Activities which will be provided along with the Academic Calendar as a separate annexure. The formats for data filling against each metric for criteria 1 to 7 will have to be sent to the HoDs.</p>	
6.	Any other points with the permission of the chair`	-	-




Dr. B. Indira Reddy
 Director - IQAC