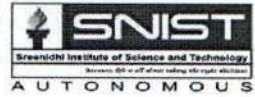




**SREENIDHI**  
EDUCATIONAL GROUP

**SREENIDHI**  
INSTITUTE OF  
SCIENCE AND  
TECHNOLOGY



**IQAC Meeting-November 2023**


**TIME: 11:00AM, date: 17/11/23, Friday at IQAC CHAMBER**

**Agenda:**

1. Review of the Action Taken Report and Minutes of the meeting held on 23<sup>rd</sup> September 2023.
2. Review on Data Collection ensuring timely submission of data for the A.Y. 2022-23 along with the proofs. Also, data related to best practices carried out in the Institution. (NAAC/AQAR).
3. NAAC Qualitative metrics by Principal Sir
4. Instructions on NBA Compliance Report for 5 Debarments (ECE, CSE, IT, EEE& Mechanical), and NBA SAR submission by Civil Dept. by Principal Sir
5. Report on Internal Academic Audits 2022-23 by IQAC Director
6. Schedule for Criteria-wise review of AQAR 2022-23
7. Any other item(s) with the permission of the Chair.

  
Dr B Indira Reddy  
IQAC-Director



  
Dr Ch Shiva Reddy  
IQAC-Chairperson

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



**IQAC MEETING SCHEDULED ON 17.11.2023 AT 11.00 AM AT IQAC OFFICE**

**MEMBERS PRESENT**

Sl.No	Position in IQAC	Name	Designation	Signature
1	Chairperson	Dr. T Ch Siva Reddy	Principal	
2	Director	Dr. B Indira Reddy	Professor, Information Technology	
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. E Laxminarayana	Science and Humanities (S&H) & Head - Chemistry	
		Dr. B. Shashidar Reddy	Head - Mathematics	
		Dr. D. Paramesh	Head - Physics	
		Ms. N.P. Seeja	Head - English, Head - CWC	
		Dr. A Sandhya Rani	Management Studies (MS)	
		Dr. K Shirisha	CSE-Cyber Security	



		Dr. T V Narayana Rao	CSE-Internet of Things	<i>Dr</i>
		Dr. Md. Jaffer Sadiq	CSE-Data Science	<i>JMS</i>
		Dr T. V Rajinikanth	CSE-Artificial Intelligence & Machine Learning	<i>Rajinikanth</i>
6	Deans	Dr. D Kondayya	Dean, Academics	<i>DK</i>
		Dr. V Kumaraswamy	Associate Dean, Academics	<i>V Kumaraswamy</i>
		Dr. Shruthi Bhargava Choubey	Dean-Innovation	<i>Shruthi</i>
		Dr. N Ch S N Iyengar	Dean, Library & Academic Research	
		Dr. V Kumaraswamy	Associate Dean, Academics	
7	Faculty Members representing departments	Dr. Subhani Sheik	Associate Prof & Assoc Head - IT	<i>Subhani</i>
		Dr. Vijaya Bhaskar Reddy	Associate Professor	<i>Vijay Reddy</i>
8	Nominee from Alumni, SNIST	Mr. Ketan Deshpande	President	
9	Industry representatives	Mr. Sangameshwar Reddy	Amazon India	
10	Student Representative	Ms. S.V. Soumya	Roll NO.18311A05B2, CSE Student	
11	Other Members	Mr. TV Ramana Rao	Registrar	
		Mr. Anup Kumar	Controller of Examinations	
		Mr. Y Vasudeva Rao	Director, CDC	
		A. Samalthe (CSE) Asst. professor		<i>sams</i>
		Dr. M. Rama Chandrar	Assoc. Professor	<i>Rama</i>
		T. Thakuramgoud	Asst. Professor (CSE-IoT)	<i>Thakuram</i>
		Dr. K. Premnadh	Assoc. prof	<i>Premnadh</i>
		B. Senth Kumar	Asst. Professor (CSE-IoT)	<i>Senth</i>
		Dr. Vikram P.	Asst. Prof. (ECE)	<i>Vikram</i>

Dr. K. SATEESH KUMAR Asst. Prof. ECE  
 G. Seshukumar Asst. Prof. AIML  
 J. V. P. Lakshya Deepika Asst. Prof. A&MC  
 Mr. L. Tirupathi Asst. Prof. AIML  
 Mr. G. Venkata Krishna Asst. Prof. AIML - Guiding  
 Dr. P. Shanath Kumar - Assoc. Prof. EEE



**Minutes of the IQAC Meeting held on 17/11/2023 at 11:00 hrs in the IQAC chambers**

**Members Present**

1. Dr. T Ch. Siva Reddy, Principal & Chairman - IQAC
2. Dr. B. Indira Reddy, Director - IQAC

**Members from the Management**

1. Prof. C. V Tomy, Director - SNIST

**Heads of Departments**

1. Dr. A. Purushotham, HoD - Mechanical
2. Dr. K. Shirisha, CSE - Cyber Security
3. Dr. T.V. Narayana Rao, CSE - Internet of Things
4. Dr. Md. Jaffer Sadiq, CSE - Data Science
5. Dr. T.V. Rajinikanth, CSE - AI&ML
6. Dr. Sunil Bhutada, HoD - IT
7. Dr. E. Laxminarayana, HoD - S&H & Head - Chemistry
8. Dr. B. Shashidar Reddy, Head - Mathematics
9. Dr. Pramesh, Head - Physics
10. Dr. N.P. Seeja, Head - English & Head - CWC

**Deans**

1. Dr. D. Kondayya, Dean - Academics
2. Dr. V. Kumaraswamy, Associate Dean - Academics
3. Dr. Shruthi Bhargava Chouby, Dean - Innovation

**Members Representing Departments**

1. Dr. Shubhani Sheik, Associate Prof & Assoc Head - IT
2. Dr. Vijaya Bhaskar Reddy, Associate Professor - S&H
3. K.V. Seetharam, Professor - Civil
4. Dr. M. Rama Chandra, Associate Professor - CSE
5. Mr. T. Thukaram Goud, Assistant Professor - CSE - IOT
6. Dr. K. Premnadh, Associate Professor - CSE
7. Mr. B. Sujith Kumar, Assistant Professor - CSE - IOT
8. Dr. P. Vikram, Assistant Professor - ECE
9. Dr. K. Sateesh Kumar, Assistant Professor - ECM
10. Mrs. G. Seshu Kumari, Assistant Professor - CSE - AI&ML
11. Mrs. J.V.P. Udaya Deepika, Assistant Professor, CSE - AI&ML
12. Mr. L. Thirupathi, Associate Professor - AI&ML
13. Mr. G. Venkata Kishore, Assistant Professor - CSE - AI&ML
14. Dr. P. Sharath Kumar, Associate Professor - EEE
15. Mr. B. Ramesh Babu - Officer, Audits & Compliance



At the outset, the IQAC-Director Dr B Indira Reddy has welcomed the Director, Principal & Chairperson and other members of the IQAC to the meeting.. Subsequently, she has taken over the agenda points as below:

**1. Review and confirmation of the Action Taken Report on the Minutes of the meeting of the IQAC held on 23/09/2023**

The Action Taken report on the previous meeting was presented by IQAC-Director and reviewed by the members.

S.No.	Agenda Item in the last meeting	Resolution	Action Taken
1.	NAAC AQAR for the A.Y. 2022-23 - Guidelines by Principal.	<p>Criteria Coordinators were advised to ensure collecting data and supporting documents are as per NAAC SOPs.</p> <p><b>Research Data Collection:</b> Criteria 3 data collection advice was given, and Coordinators were directed to contact the Dean of Innovation for required data.</p> <p><b>Responsibility Assignment:</b> The Director of IQAC was assigned to verify collected data for AQAR 2022-23, with support from the Dean and Associate Dean Academics. The Principal is available for further assistance</p> <p><b>Evaluation Planning:</b> Consistent with the previous year, this year also we will invite an expert for the evaluation of the AQAR for the academic year 2022-23.</p>	IQAC shared all the templates with criteria coordinators, created WhatsApp groups criteria wise IQAC Shared the so far collected data with criteria heads.
2.	Internal Academic audit for 2022-23 – preparation and guidelines by IQAC Director	<p><b>Template Approval:</b> The template for Internal Academic Audit, presented by the Director of IQAC, was approved by HODs, Deans, and the Principal.</p> <p><b>Audit Schedule Preparation:</b> The Director of IQAC was urged to prepare the audit schedule. External</p>	Schedule for Internal Academic Audit is prepared, and as per schedule Audits are done. Assessment Reports were generated by the chairpersons of Audit Committee and signed copy is sent to the departments for further tuning of files.

All the IQAC members have approved the minutes.

## **2. Review of the AQAR data for the Academic Year 2022-23**

**Dr.B. Indira Reddy** has appraised the members on the status of the data collected as required under AQAR. She has briefed that most of the data has already been collected by the IQAC and the same has been shared with the respected Criteria Heads for review, update and submit to IQAC for verification.

### **Resolution:**

- a) All the criteria head's to submit the complete data to IQAC for further verification by 20<sup>th</sup> December.
- b) In consistent to the previous year, Principal would Invite an Expert to present AQAR in front of him.

## **3. Data collection in view of NAAC Qualitative Metrics**

At the request of **IQAC-Director**, the Principal has made a presentation on the qualitative metrics of the NAAC.

The Principal has appraised the members with the following key aspects for data collection

- a. research centers, faculty research publications, student's involvement in research, incentives for research promotion, research collaborations, patents.
- b) The records maintained by the CWC E.g. Mepro data and students trained by CWC for the last two years.
- c) Innovative activities, training programs, Hackathon's conducted, student projects received grants from MSME or any other agency, products developed, Idea Labs equipment procured and activities conducted.
- d) The training and placement data by CDC and Dean-Training office, data from Academies like EduSkills, Students Internships etc.
- e) The records of Coign, Myra, 6th Phrase, FSD, Smart Interviews, Virtusa, Wipro, AICTE and other company Internships.
- f) Students Club data (Technical and Non-Technical), SAE club activities and achievements, student memberships.
- g) (Green coverage percentage, solar power point, waste water recycling, rain water recycling, rain water pits, plastic free campus.



The Principal has also highlighted the importance of the Teaching-Learning Process, Digital Evaluation Process, maintenance of confidentiality, and quick declaration of results. Mentor-mentee activities, identification of weak students, the conduct of remedial classes for their improvement, inclusion of remedial classes in the timetables, communication to the parents about their wards' attendance and performance, conduct of parent-teacher meetings, compliance of the invaluable suggestions received from the feedback of the parents and other stakeholders, etc as all these would have great weightage in the admissions of the students into the college in the coming years.

At this point of time, the Principal has informed that the Director has circulated an R & D Google form to be submitted online by the faculty, but the response of the faculty is very poor. The Director has informed that out of 397 faculty, only 137 responses were received.

**Resolution:**

- a) To Increase NPTEL certifications, VAC's
- b) All departments to maintain complete detailed data on all the activities along with proofs.
- c) Criteria heads and IQAC to focus on AY 2022-2023 data, and subsequently on 2023-2024.
- d) Director-IQAC to ensure that the data is complete, relevant and timely submission to the NAAC.
- e) Feedback from students, Parents and stakeholders must be analyzed and considered for the betterment of the Institution.
- f) IQAC Director to organize for an Internal Audit for Current Semester in the month of December' 2023 and HOD's to prepare for the same.

**4. Instructions on NBA Compliance Report by CSE, IT, ECE, EEE& Mechanical and NBA SAR submission by Civil Dept.**

**Resolution:**

- a. CSE, IT, ECE, EEE & Mechanical departments to prepare and submit NBA Compliance on or before **30/11/2023** And Civil Department to Submit Fresh Application-NBA-SAR by **15<sup>th</sup> December 2023**.
- b. The Principal requested the Director-IQAC to ensure that the relevant data is collected as above and verify its completeness in coordination with the Dean/Associate Dean-Academics and timely submission of the same to the NBA upon approval of the Principal and Director.

## **5. Report on Internal Academic Audits 2022-23 by the Director-IQAC**

**Dr. B. Indira Reddy** has appraised the members that there is much improvement in the maintenance of the records by the departments as compared to last year's academic audit. She has made a PowerPoint presentation highlighting the general observations of the audit teams. She has informed that the Assessment Reports have been shared with the HoD's for their perusal and necessary action.

### **Resolution:**

- a) OBE Sessions to be organized by IQAC at Department levels after the submission of NBA compliance.
- b) Possibility of conducting audits on Second Saturdays, so that the faculty are free to participate in the audits.
- c) HODs to focus on updating the files and clearing the deficiencies/weaknesses as pointed out by the audit committee.

## **6. Schedule for Criteria-wise review of AQAR 2022-23**

As discussed in the previous criteria heads meeting held on 10<sup>th</sup> November 2023, the IQAC-Director presented the Schedule as:

21/11/2023 for Criteria 1 & 2,  
22/11/2023 for Criteria 3 & 4 and  
23/11/2023 for Criteria 5 & 6.

The Criteria Heads expressed that some more time may be given for review in view of the examinations and other commitments. The Principal has also opined that their request may be considered positively

### **Resolution:**

The Criteria Heads are given time to collect, verify and keep the relevant data ready by **20/12/2023** for review and submission.

## **7. Student Satisfaction Survey**

The Director-IQAC has presented a report on Student Satisfaction Survey 2022-23 (feedback) taken from 1158 outgoing students.

### **Resolution:**

The Director SNIST Prof C.V Tomy said that the suggestions given by the students will be considered, discussed and necessary action may be taken.



**8. Any other item(s) with the permission of the Chair:**

- a) Dr. Shruthi Bhargava said that the data of Sreenidhi Ascend, IIC and Patents is already made available on institute's website. She will share with HoDs for their perusal and suggestions.
- b) HODs to ensure completion of the academic activities as scheduled in the IQAC calendar

In his concluding remarks, the Principal emphasized that the HoDs are solely accountable for NBA records, and the NAAC records by the IQAC. He has reiterated that the Criteria Heads are required to collect the data keeping in view the NAAC, NBA and UGC norms.


The Principal also has expressed his concern about the absence of few HoDs and even their non-representation through senior faculty members in this meeting. He has advised the Director-IQAC to communicate in hard copy also to record the receipt of the information. Absence without representation be viewed seriously.

Another meeting may be convened in December 2023 to review AQAR status.

Finally, the meeting ended with thanks.

  
Prof. B. INDIRA REDDY  
IQAC - Director



  
Prof. T. CH. SIVA REDDY  
Chairperson - IQAC &  
Principal- SNIST

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