

## Meeting of the IQAC Members

**GMRIT / IQAC/ 2016 - 2017: 01**

**Date:** 01.07.2016

**Time:** 3:00 PM

**Venue:** Conference Hall

### Members Present

- |                                 |   |   |
|---------------------------------|---|---|
| 1. Dr. C. L. V. R. S. V. Prasad | - | Principal                               |
| 2. Dr. Raja Murugadoss          | - | Vice Principal                          |
| 3. Dr. V. Chitti Babu           | - | Coordinator –IQAC, HoD-Mech             |
| 4. Dr. M. V. Nageswara Rao      | - | HOD-ECE                                 |
| 5. Dr. Srinivasa Prasad         | - | HoD-CSE                                 |
| 6. Dr. T. Suresh Kumar          | - | HoD-EEE                                 |
| 7. Dr. P. S. Kuntia             | - | HoD-ECE                                 |
| 8. Dr. P. Kanchanamala          | - | HoD-IT                                  |
| 9. Dr. V. Rambabu               | - | Controllor of Examinations              |
| 10. Dr. S. K. Behara            | - | HoD-Chem                                |
| 11. Dr. G. Venkata Rao          | - | HoD-Civil                               |
| 12. Mr. M. Venkateswara Rao     | - | HoD – PE                                |
| 13. Dr. D. Krishna Rao          | - | HoD-BSH                                 |
| 14. Dr. R. Lakshun Naidu        | - | ISO –MR                                 |
| 15. Mr. P. Ramana               | - | Alumni member, Associate Professor –EEE |
| 16. Mr. P. Murali               | - | Admin, Academics                        |
| 17. Ms. G.Jahnavi               | - | Student member-1, EEE                   |
| 18. Mr. Raju Chintada           | - | Student member-2, EEE                   |

## Minutes of the Meeting

### 1. Review of the minutes of the IQAC meeting: GMRIT / IQAC/ 2015 - 2016: 04 held on 08.03.2016

The members reviewed the minutes of IQAC meeting dated 08.03.2016 and confirmed the same. Further, Coordinator (IQAC) informed the members that the proceedings of the ongoing internal academic audit will be reviewed during the next IQAC meeting

### 2. Internal & External Academic Audits

- a. The Coordinator (IQAC) informed all the chairpersons of the various Boards of Studies that there will be an internal academic audit (Cycle #2) for ACY 2016-2017 during January, 2017. The list of auditors will be intimated at the time of opening meeting
- b. In addition to the above internal audit, there will one more external audit during July 17-18, 2017
- c. All the HoDs are kindly requested to inform the members of faculty to get ready for the internal & external audits

### 3. Faculty Capacity Building Programme

The Coordinator (IQAC) briefed the members that there will be a series of faculty development program to enhance the skill sets of the faculty towards Outcome Based Education and Accreditation (OBE & OBA).

- a. Recap of OBE on September 24, 2016
- b. Question paper setting in the context of OBE addressing lower order and higher order thinking skills on July 9, 2016

### 4. Reviewed the status of the compliance of SAR of B. Tech. IT (NBA)

The members of IQAC facilitated to review the preparation of Self-Assessment Report and Pre-Qualifier Report by taking necessary support from the heads of the department

### 5. Sensitization on GIAN program registration

- a. HoDs are requested to inform eligible faculty to register in GIAN Web portal on or before 26th Sep., 2016 registration fee of Rs.500/- will be reimbursed and informed that, Dr. T.S. Kishore, Assistant Professor, Department of EEE will be the SPOC for GIAN Program he will circulate all details about the GIAN Programs
- b. HoDs are requested to motivate 2 faculty from each department to participate in GIAN Programs during this semester. The list of identified faculty shall be submitted to the coordinator 28.09.2016

### 6. Sensitization on RBT in the Teaching-Learning Process

Members are planned to strengthen the Teaching- Learning Process in FOUR phases as mentioned below:

- a. Phase -1 : Understanding of Revised Blooms Taxonomy with STEM Education by all faculty
  - b. Phase -2 : Modification of the existing/ new courses as per the RBT
  - c. Phase -3: Framing of Internal/External Question Papers as per RBT
  - d. Phase – 4: Content delivery as per RBT
- b. Hence all the faculty are expected to get acquainted with the RBT by the end of September 2016. Therefore the content delivery part will be taken in due course of time

- c. Mr. M. Venkateswara Rao, HoD- PE, has appraised about the modus operandi in strengthening of Teaching- Learning Process by using Revised Bloom's Taxonomy (RBT)

**7. Actionable points for the forthcoming board of studies in line with the suggestions made by the expert committee during the 2<sup>nd</sup> cycle**

To discuss the points related the industry engagement, introduction of layer learning, initiatives towards self-directed learning and to discuss the feedback received from various stakeholders reflecting the needs at regional, national and international. Also the chairpersons of various boards of studies are requested to seek other suggestions to enrich the curriculum to leverage the full potential of autonomy



**Coordinator (IQAC)**

**Note:** The next meeting will be held tentatively in the 1<sup>st</sup> week of October 2016.

**Copy to:**

- a. Principal
- b. Vice Principal
- c. All HoDs with a request to inform the concerned members of the faculty
- d. File

## Meeting of the IQAC Members

**GMRIT / IQAC/ 2016 - 2017: 02**

**Date:** 01.10.2016

**Time:** 4:00 PM

**Venue:** Conference Hall

### Members Present

- |                                 |   |   |
|---------------------------------|---|---|
| 1. Dr. C. L. V. R. S. V. Prasad | - | Principal                               |
| 2. Dr. Raja Murugadoss          | - | Vice Principal                          |
| 3. Dr. V. Chitti Babu           | - | Coordinator –IQAC, HoD-Mech             |
| 4. Dr. M. V. Nageswara Rao      | - | HOD-ECE                                 |
| 5. Dr. Srinivasa Prasad         | - | HoD-CSE                                 |
| 6. Dr. T. Suresh Kumar          | - | HoD-EEE                                 |
| 7. Dr. M. V. Nageswara Rao      | - | HoD-ECE                                 |
| 8. Dr. P. Kanchana Mala         | - | HoD-IT                                  |
| 9. Dr. V. Rambabu               | - | Controllor of Examinations              |
| 10. Dr. S. K. Behara            | - | HoD-Chem                                |
| 11. Dr. G. Venkata Rao          | - | HoD-Civil                               |
| 12. Mr. M. Venkateswara Rao     | - | HoD – PE                                |
| 13. Dr. D. Krishna Rao          | - | HoD-BSH                                 |
| 14. Dr. R. Lakshun Naidu        | - | ISO –MR                                 |
| 15. Mr. P. Ramana               | - | Alumni member, Associate Professor –EEE |
| 16. Mr. P. Murali               | - | Admin, Academics                        |
| 17. Ms. G.Jahnavi               | - | Student member-1, EEE                   |
| 18. Mr. Raju Chintada           | - | Student member-2, EEE                   |

## Minutes of the Meeting

**1. Review of the minutes of the IQAC meeting: GMRIT / IQAC/ 2016 - 2017: 01 held on 01.07.2016:**

The members reviewed the minutes of IQAC meeting and discussed some of the following points in detail:

- a. Reviewed the effectiveness of the programs organized on the topic "Recap of OBE" and "Question paper setting in the context of OBE addressing LOT and HOT". Further the Coordinator (IQAC) informed to all the members to reflect the outcomes of the workshop on an ongoing basis to enrich the curriculum

**2. The members of IQAC ensured the initiatives taken towards leveraging the academic flexibility of the autonomy are discussed in the earlier BoS**

**3. Benchmark initiatives of the IQAC**

The members of IQAC had a detailed deliberations and made an attempt to develop an innovative student centric teaching-learning pedagogy to break the monotony of lecture-based teaching-learning process. In this regard, the coordinator of IQAC has presented the detailed format and the implementation procedure of proposed approach viz. Cohesive Teaching Learning Processes (CTLP). Further, the coordinator briefed the importance of some of the elements of CTLP viz. Evocation, Self-reflection through Mind-Map, Student Summary and Stimulating questions. Accordingly, HoDs are requested to deploy this classroom delivery model in a phased manner and convert the existing static E-Courseware to this new format. In addition, it is informed that there will be a series of sessions to sensitize the faculty in this regard.

**4. Sensitization of CTLP**

The coordinator of IQAC has informed all the members that there will be a reinforcing session on CTLP on 15.10.2017. He requested Dr. A. V. Ramana (Professor of CSE) to coordinate the same accordingly.



**Coordinator (IQAC)**

**Note:** The next meeting will be held tentatively in the 1<sup>st</sup> week of October 2016.

**Copy to:**

- a. Principal
- b. Vice Principal
- c. All HoDs with a request to inform the concerned members of the faculty
- d. File

## Meeting of the IQAC Members

**GMRT / IQAC/ 2016 - 2017: 03**

**Date:** 02.01.2017

**Time:** 10:00 AM

**Venue:** Conference Hall

### Members Present

- |                                 |   |   |
|---------------------------------|---|---|
| 1. Dr. C. L. V. R. S. V. Prasad | - | Principal                               |
| 2. Dr. Raja Murugadoss          | - | Vice Principal                          |
| 3. Dr. V. Chitti Babu           | - | Coordinator –IQAC, HoD-Mech             |
| 4. Dr. M. V. Nageswara Rao      | - | HOD-ECE                                 |
| 5. Dr. Srinivasa Prasad         | - | HoD-CSE                                 |
| 6. Dr. T. Suresh Kumar          | - | HoD-EEE                                 |
| 7. Dr. P. Kanchana Mala         | - | HoD-IT                                  |
| 8. Dr. V. Rambabu               | - | Controller of Examinations              |
| 9. Dr. S. K. Behara             | - | HoD-Chem                                |
| 10. Dr. G. Venkata Rao          | - | HoD-Civil                               |
| 11. Mr. M. Venkateswara Rao     | - | HoD – PE                                |
| 12. Dr. D. Krishna Rao          | - | HoD-BSH                                 |
| 13. Dr. R. Lakshun Naidu        | - | ISO –MR                                 |
| 14. Mr. P. Ramana               | - | Alumni member, Associate Professor –EEE |
| 15. Mr. P. Murali               | - | Admin, Academics                        |
| 16. Ms. G. Jahnavi              | - | Student member-1, EEE                   |
| 17. Mr. Raju Chintada           | - | Student member-2, EEE                   |

## Minutes of the Meeting

**1. Review of the minutes of the IQAC meeting: GMRIT / IQAC/ 2016 - 2017: 02 held on 01.10.2016:**

The members reviewed the minutes of IQAC meeting held on 01.10.2016 and confirmed the same

**2. Initiatives towards enhancing the quality of research project proposals for various funding agencies**

IQAC in association of the nucleus members of the R&D have proposed a three day faculty development program on “Familiarization of various funding schemes” and to reiterate the important aspects to maintain the quality of project proposals for possible funding during March 16-18, 2017.

**3. Initiation of conducting workshop on Outcome Based Accreditation (OBA)**

Vice Principal informed HoDs, with regard to the conduct of workshop on OBA during 17 – 18 May 2017 and requested HoD (CSE) to coordinate

**4. Incubation of faculty development program on the “Establishment of the Virtual Laboratory”**

The Coordinator (IQAC) informed the members that there will be a workshop in association with IIT Bombay an initiative of MHRD on the topic establishment of “Virtual Laboratory” during January 09-10, 2017.

**5. Internal Academic Audits**

- a. The Coordinator (IQAC) informed all the chairpersons of the various Boards of Studies that there will be an internal academic audit for ACY 2016- 2017 during January 23-24, 2017. The list of auditors will be intimated at the time of opening meeting
- b. All the HoDs are kindly requested to inform the members of faculty to get ready for the internal & external audits



**Coordinator (IQAC)**

**Note:** The next meeting will be held tentatively in the 1<sup>st</sup> week of October 2016.

**Copy to:**

- a. Principal
- b. Vice Principal
- c. All HoDs with a request to inform the concerned members of the faculty
- d. File

## Meeting of the IQAC Members

**GMRT / IQAC/ 2016 - 2017: 04**

**Date:** 03.04.2017

**Time:** 3:00 PM

**Venue:** Conference Hall

### Members Present

- |                                 |   |   |
|---------------------------------|---|---|
| 1. Dr. C. L. V. R. S. V. Prasad | - | Principal                               |
| 2. Dr. Raja Murugadoss          | - | Vice Principal                          |
| 3. Dr. V. Chitti Babu           | - | Coordinator –IQAC, HoD-Mech             |
| 4. Dr. M. V. Nageswara Rao      | - | HOD-ECE                                 |
| 5. Dr. Srinivasa Prasad         | - | HoD-CSE                                 |
| 6. Dr. T. Suresh Kumar          | - | HoD-EEE                                 |
| 7. Dr. P. Kanchanamala          | - | HoD-IT                                  |
| 8. Dr. V. Rambabu               | - | Controller of Examinations              |
| 9. Dr.S. K. Behara              | - | HoD-Chem                                |
| 10. Dr. G. Venkata Rao          | - | HoD-Civil                               |
| 11. Mr. M. Venkateswara Rao     | - | HoD – PE                                |
| 12. Dr. D. Krishna Rao          | - | HoD-BSH                                 |
| 13. Dr. S. N. Dash              | - | Internship                              |
| 14. Dr. R. Lakshun Naidu        | - | ISO –MR                                 |
| 15. Mr. P. Ramana               | - | Alumni member, Associate Professor –EEE |
| 16. Mr. P. Murali               | - | Admin, Academics                        |
| 17. Ms. G. Jahnavi              | - | Student member-1, EEE                   |
| 18. Mr. Raju Chintada           | - | Student member-2, EEE                   |



## Minutes of the Meetings

### 1. Review of the minutes of the earlier IQAC meeting

The members reviewed the minutes of IQAC meeting dated 02.01.2017 and confirmed the same

### 2. Incubation of faculty capacity program for the new recruiters in the last year

The Coordinator (IQAC) informed the members that there will be a grooming session as well as refresher course as per the following schedule

- a. Workshop on OBE & OBA with well renowned resource persons during May 17-18, 2017

### 3. Audit of CTLP format

HoD (CSE) informed all the members that there will be a surprise visit to monitor the classroom delivery as well as the audit of CTLP. Further, HoDs are requested to ensure that 30% of the delivery should be in the presentation mode.

### 4. Preparedness for the forthcoming academic audits

The members of IQAC informed all the members to get ready with the course files and other relevant documents for the forthcoming academic audits. As the current semester is about to complete, HoDs are requested to inform their respective members of faculty to calculate the attainment of program outcomes (POs) for the batch of students admitted during ACY 2013-2014. Further HoDs also required to compare the values of attainment against the target performance level

### 5. Review of the quality of the research publications in the Scopus, SCI indexed journals

The Coordinator of IQAC along with the professor in charge of R&D reviewed the status of the number of publications in Scopus and SCI indexed journals and also to understand that any kind of compliance being claimed on plagiarism.



**Coordinator (IQAC)**

**Note:** The next meeting will be held tentatively in the 4<sup>th</sup> week of June 2017.

### Copy to:

- a. Principal
- b. Vice Principal
- c. All HoDs with a request to inform the concerned members of the faculty
- d. File