

## Meeting of the IQAC Members

**GMRT / IQAC/ 2017 - 2018: 01**

**Date:** 27.06.2017

**Time:** 02:00 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. A. V. Ramana             | - | HoD-CSE                                 |
| 6. Dr. T. Suresh Kumar          | - | HoD-EEE                                 |
| 7. Dr. P. Kanchanamala          | - | HoD-IT                                  |
| 8. Dr. V. Rambabu               | - | Controller of Examinations              |
| 9. Dr. M. Krishna Prasad        | - | 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. Dr. T. S. Kishore           | - | Special Invitee                         |
| 16. Mr. P. Ramana               | - | Alumni member, Associate Professor –EEE |
| 17. Mr. P. Murali               | - | Admin, Academics                        |
| 18. Mr. Karthik Kumar M         | - | Student member-1, CSE                   |
| 19. Mr. Bharat M                | - | Student member-2, CSE                   |

## Minutes of the Meeting

### 1. Review of the minutes of the IQAC meeting: GMRIT / IQAC/ 2016 - 2017: 04 held on 03.04.2017

The members reviewed the minutes of IQAC meeting dated 03.04.2017 and confirmed the same. Further, some of the key points are discussed at length to understand the effectiveness of the program and to reflect the outcome of the workshop for continuous improvement in the teaching learning process as well as curriculum development and revision

- a. Reviewed the effectiveness of the workshop on OBE & OBA with well renowned resource persons during May 17-18, 2017
- b. HoD (CSE) updated the status of the surprise visit to monitor the implementation of the CTLP to all the members

### 2. Intimation of the academic audit

The Coordinator (IQAC) informed the members that there will be an internal audit during July 03-04, 2017. Further, Vice Principal requested Dr. R. L. Naidu to coordinate the same.

### 3. Review on the Faculty Internship

- 3.1. Reviewed the quality of the faculty internship at industries and Dr. T.S. Kishore briefed the entire status with regard to the nature of the companies, nature of work assigned to the faculty and the learning outcomes. Also Dr. Kishore brief the initiatives related to faculty Friday seminar series of knowledge sharing among the peer group.

### 4. 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

### 5. Review of the status of the completion of the 1<sup>st</sup> batch of students under Full Semester Internship (FSI)

Dr. S.N. Dash brief the status of completion of the FSI and also explained the nature of companies, the works being assigned to the interns and the quality of the report being submitted. He also briefed this long term internship helped a lot to the students in enhancing the professionalism. Further, Dr. Dash briefed that the long term internship also helped lot to strengthen the relationship between industry and academia.

### 6. Alumni database update

The members reiterated the importance of the alumni for the holistic development of the institution. In this regard, the members appreciated HoD (EEE), the alumni coordinator for continuous monitoring of the alumni activities and their support in all academic activities.

### 7. One credit courses

- a. The members reviewed the industry engagement in the form of one-credit courses that are being offered and understand the status of completion, assessment and the feedback from the students & faculty. The Heads of the department appreciated the suggestions made by IQAC in the earlier meetings and appraised the members that this initiative is a good move to understand the best practices at industries for both faculty and students
- b. In addition to the above the chairpersons of various boards of studies expressed their opinion to offer this kind of one credit courses at least once in a semester to further strengthen the rapport with the industries in the next academic regulations

  
**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

## Meeting of the IQAC Members

**GMRIIT / IQAC/ 2017 - 2018: 02**

**Date:** 03.10.2017

**Time:** 2:00PM

**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. A. V. Ramana             | - | 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. M. Krishna Prasad        | - | HoD-Chem                                |
| 10. Dr. J. Venkateswara Rao     | - | I/C 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. Mr. Karthik Kumar M         | - | Student member-1, CSE                   |
| 18. Mr. Bharat M                | - | Student member-2, CSE                   |

## Minutes of the Meeting

**1. Review of the minutes of the IQAC meeting: GMRIT / IQAC/ 2017 - 2018: 01 held on 27.06.2017**

The members reviewed the minutes of IQAC meeting dated 27.06.2017 and confirmed the same

**2. Resolved to plan SKILL GMRIT to improve the employability skills**

HoDs (CSE, IT) are requested to ensure and plan activities to improve the employability skills of the students

**3. Intimation of Two-Day faculty capacity building program and Sensitization program on CTLP**

- a. The IQAC coordinator informed all the members that there will be a two day workshop on the use of ICT tools for teaching learning process and to reiterate the relevance of the above program in line with CTLP. Further, the Coordinator briefed that this program will be in association with IIT Bombay during November 25-27, 2017.
- b. It is informed that there will be a sensitization program on CTLP for the new recruiters. Dr. A.V. Ramana is requested to coordinate.

**4. Schedule of 10th Academic Council Meeting**

Vice Principal informed all the members the 10th Academic Council Meeting of GMRIT is scheduled on 28.10.2017

**5. Reviewed the effectiveness of Skill GMRIT**

HoD (CSE) briefed the various activities of the Skill GMRIT and introduced a new approach of STAR RATING based on the number of hours of coding in a particular duration.

**6. Preparedness for the next academic regulation 2019**

Vice Principal requested the various chairpersons of the boards of studies to deploy the feedback mechanism on curriculum to capture the voice of the stakeholders as a matter of regular practice to develop the brand new curriculum under academic regulation 2019 while understanding the weakness and opportunities with that of one under academic regulation 2016. Further the members are kindly requested to design the curriculum to provide more academic flexibility by introducing semester abroad program, Career path, Language electives and other best practices.

**7. Review of the proceedings of the Internal & External Academic Audits held during January 23-24, 2017 and July 17-18, 2017 respectively**

- a. The Coordinator (IQAC) along with the other members of the committee reviewed the proceedings of the above audit process at length
- b. Further, based on the observations as reported by the external auditors, the auditee is requested to make necessary changes, if any. If necessary one more audit will be facilitated with internal auditors to ensure the changes are duly incorporated
- c. Though the academic monitoring committee is well placed in the system, the members of IQAC requested all the heads of the departments to maximize the potential of the participative management for continuous improvements in the teaching learning process



**Coordinator (IQAC)**

**Note:** The next meeting will be held tentatively in the 1<sup>st</sup> week of January 2017.

**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/ 2017 - 2018: 03**

**Date:** 02.01.2018

**Time:** 4:00PM

**Venue:** Conference Hall

### Members Present

- |                                 |   |   |
|---------------------------------|---|---|
| 1. Dr. C. L. V. R. S. V. Prasad | - | Principal                               |
| 2. Dr. Raja Muruga Doss         | - | Vice Principal                          |
| 3. Dr. V. Chitti Babu           | - | Coordinator –IQAC, HoD-Mech             |
| 4. Dr. M. V. Nageswara Rao      | - | HOD-ECE                                 |
| 5. Dr. A. V. Ramana             | - | 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. M. Krishna Prasad        | - | HoD-Chem                                |
| 10. Dr. A. Vijay Kumar          | - | 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. Mr. Karthik Kumar M         | - | Student member-1, CSE                   |
| 18. Bharat M                    | - | Student member-2, CSE                   |

## Minutes of the Meetings

### **1. Review of the minutes of the IQAC meeting: GMRIT / IQAC/ 2017 - 2018: 02 held on 03.10.2017:**

The members reviewed the minutes of IQAC meeting dated 03.10.2017 and confirmed the same and initiated the detailed discussion on the following points:

- a. With the suggestions from the subject matter experts during the workshop on the use of ICT tools during November 2017, the Coordinator of IQAC had deliberation with the other members and introduced a new approach TPS (Think-Pair-Share) the existing format of CTLP with immediate effect.
- b. Further the members reviewed the proceedings of the above said workshop to understand the learning outcomes

### **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 2017-2018 during January 22-23, 2018. 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 May 28-30, 2018
- c. All the HoDs are kindly requested to inform the members of faculty to get ready for the internal & external audits

### **3. Intimation of 9<sup>th</sup> BoS Meeting**

Dr. Krishna Prasad, Prof. In-charge of autonomous affairs informed the members of 9<sup>th</sup> BoS scheduled on 24-02-2017

### **4. Scheduled Training for RBT and OBE for new members of faculty**

A training program will be scheduled on RBT and OBE on February 26 -28, 2018. The resource person for the workshop is Mr. R. Srinivasa Rao, Assistant Professor, and Department of Civil Engineering.

### **5. Reviewed the status of faculty going for industry internship during summer vacation**



**Coordinator (IQAC)**

**Note:** The next meeting will be held tentatively in the 1<sup>st</sup> week of April 2018.

### **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/ 2017 - 2018: 04**

**Date:** 03.04.2018

**Time:** 2:00PM

**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. A.V. Ramana              | - | 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. M. Krishna Prasad        | - | HoD-Chem                                |
| 10. Dr. A. Vijay Kumar          | - | 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. Mr. Karthik Kumar M         | - | Student member-1, CSE                   |
| 18. Mr. Bharat M                | - | Student member-2, CSE                   |

## Minutes of the Meeting

**1. Review of the minutes of the IQAC meeting: GMRIT / IQAC/ 2017 - 2018: 03 held on 02.01.2018**

1.1. The members reviewed the minutes of IQAC meeting dated 02.01.2018 and confirmed the same

**2. Status of the Skill GMRIT is reviewed**

**3. Reviewed the road map of the Academic Audit for the ACY 2018-2019 and New initiatives to strengthened**

3.1. It is informed to all the HoDs that the forthcoming academic audits will be much strengthened to ensure the Systems, Processes and new Initiatives are in place and followed without any deviation. In this context, the undersigned requested the IQAC coordinator, Dr. V. Chitti Babu and other members, Dr. P. Bharani Chandra Kumar and Dr. M. Kathirvelu to coordinate the entire audit process for the next academic year 2018 – 2019

3.2. In addition to the above the members of IQAC suggested to include the external experts from institutions of national repute to strengthen the academic process

3.3. Vice Principal explained all the process related to academic audits and introduction of new assessment tools pertaining to Laboratory Course, Internship, Mini Projects, Projects, Term Paper and other necessary procedures for the conduct of Academic Monitoring Committee (AMC) and Course Coordinator Meeting. It is further informed to all the members to deploy these tools without any deviation from the next academic year onwards by sensitizing the faculty as well as students before the commencement of the classes.

**4. Reviewed the way forward of the One credit courses offered during the next semester**



**Coordinator (IQAC)**

**Note:** The next meeting will be held tentatively in the 1<sup>st</sup> week of April 2018.

**Copy to:**

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