



# Vidya Jyothi Institute of Technology

An Autonomous Institution

(Accredited by NBA, Approved by AICTE New Delhi & Permanently Affiliated to JNTUH)

Aziz Nagar Gate, C.B. Post, Hyderabad-500 075

Ref: VJIT/IQAC 5/2016-17

09/09/2016

## Attention: IQAC members

The 5<sup>th</sup> meeting of the Internal Quality Assurances Cell (IQAC) is scheduled at 2.00 pm on 09<sup>th</sup> September 2016 at the Institute premises.

Venue: Director's Chamber

IQAC members are requested to steer the meeting for the listed agenda.

### Agenda

ITEM	Agenda Point
Item No 1	Minutes of fourth meeting held on 24/11/2015.
Item No 2	Review of NAAC peer team visit
Item No 3	Quality development programs
Item No 4	Motivation for research publications
Item No 5	Career planning orientation program for students
Item No 6	NBA reaccreditation apply for 5 programs (CSE, ECE, EEE, Mech. & IT)
Item No 7	NBA pre qualifier submission
Item No 8	NBA awareness program
Item No 9	Identify department NBA coordinators and Criterion wise in charges and students
Item No 10	Submission of NBA SAR
Item No 11	PO target level of the departments
Item No 12	PSO target level of the departments
Item No 13	Regular audit mechanism
Item No 14	Periodic monitoring of feedback from stakeholders for continuous improvement
Item No 15	Motivation for ICT and Teaching and Learning Process
Item No 16	Training and Placement program for the students



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Item No 17	Enhance Teaching and Learning Practices
Item No 18	Upgrading of lab infrastructure
Item No 19	Establishing NI Labview – Training center
Item No 20	Improvement for student's success rate
Item No 21	Planning for a new construction of building (D & E block)
Item No 22	Open electives for 3 <sup>rd</sup> year UG program
Item No 23	Suggestion for future plan.
Item No 24	Anything with permission of chair.

With kind regards,

(Dr. P. Venugopal Reddy)  
Chairman, IQAC

Copy to: Circulation among IQAC members



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## Agenda of FIFTH IQAC meeting:

**With reference to Point No 1:** Minutes of fourth meeting held on 24/11/2015 was approved

**With reference to Point No 2:** Review of NAAC peer team visit

NAAC peer team visited on 10<sup>th</sup> – 12<sup>th</sup> March 2016 and the Institute is accredited. Comments of the NAAC peer team is discussed for the improvement of the institute. The comments are also circulated to the IQAC members. With this, it is planned to go for a NBA accreditation.

**With reference to Point No 3:** Quality development programs

Efforts have been made to train faculty

1. Two days workshop on Project Based learning
2. Faculty trained by IUCEE IGIP and Microsoft India, IUCEE-IGIP Engineering Educators certification program
3. Faculty trained in 'Use of ICT in Education for Online and Blended Learning' conducted by IIT Bombay during the period May 2<sup>nd</sup> 2016 to July 10 2016
4. Faculty trained on NI Labview CLAD Certifications
5. Implementation of Project based learning and active learning strategies in the teaching process.

**With reference to Point No 4:** Motivation for research publications

To motivate the staff and students research culture the actions taken are

1. Research & Development centre is created to encourage faculty and students to take up research activities.
2. Continuous augmentation of laboratories with state of art equipment.
3. Financial assistance to faculty for presenting technical papers in national/international conferences/seminars.
4. Deputation of faculty to participate in workshops/seminars and conferences.
5. Cash incentives for research publications in referred journals.
6. To document the evidence of papers published.

**With reference to Point No 5:** Career planning orientation program for students

Conducted guest Lecture on "Career Planning and Placements" by Mr. Arnesh, CA Technologies.

**With reference to Point No 6:** NBA reaccreditation

It is decided to apply for NBA reaccreditation for **5 departments** namely, Computer Science and Engineering, Electronics and Communication Engineering, Electrical and Electronics Engineering, Mechanical Engineering, and Information Technology.

**With reference to Point No 7:** NBA pre qualifier submission

For NBA pre qualifier is planned to submit on 26 – 10 – 2016.



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**With reference to Point No 8:** NBA awareness program

OBE Awareness created through booklets on Vision/Mission/PO's/PEO'S and PSO'S and course outcomes. Faculty representative in each department are approved to attend the awareness workshop on "OBE and Accreditation", conducted by Osmania University, Hyderabad on 18<sup>th</sup> Dec. 2016.

**With reference to Point No 9:** Identify department NBA coordinators and Criterion wise in charges and students.

Department NBA coordinators, criterion coordinators and volunteer students are approved by the IQAC. The list is attached in the Annexure – I.

**With reference to Point No 10:** Submission of NBA SAR

It is decided to upload the NBA SAR on 27 – 05 – 2017 for the academic years 2015-16, 2014-15, and 2013-2014.

**With reference to Point No 11:** PO target level of the departments

Based on the attainment of PO level in the academic year 2015 – 2016, the target levels for the academic year 2016 – 2017 is approved. List enclosed with the minutes.

**With reference to Point No 12:** PSO target level of the departments

Based on the attainment of PSO level in the academic year 2015 – 2016, the target levels for the academic year 2016 – 2017 is approved. List enclosed with the minutes.

**With reference to Point No 13:** Regular audit mechanism

Department Advisory Board (DAB) and Program Assessment Committee (PAC) meetings are conducted regularly and feed back is collected from stake holders to audit the improvements of the departments.

**With reference to Point No 14:** Periodic monitoring

Feedback from stakeholders is collected for continuous improvement monitoring. Feedback from students is collected for the facilities provided. For each course the faculty feedback is taken twice in a semester and necessary measures and action is taken based on the feedback.

**With reference to Point No 15:** Motivation for ICT and Teaching and Learning Process

Departments are encouraged for using ICT to provide better knowledge to the students. Encourage departments to use ICT enabled class rooms. Student centric learning has been strengthened by ICT. Every year few faculty members from each department are encouraged to attend AICTE approved FDP for ICT. Use of ICT in education for online and blended learning conducted by IIT Bombay form 02 – May – 2016 to 10 – July – 2016. Faculties are approved to



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attend workshop on 'Creating an Institutional Culture of Teaching and Learning' on 16<sup>th</sup> December 2016 by Prof. Clif Kussmaul, Professor of Computer Science, Muhlenberg College, USA.

**With reference to Point No 16:** Training and Placement program for the students

Discussion was done to provide free personality development, entrepreneurship, ethics, communications skill, computing skills, and placement specific programs for students. Free and subsidized add on skill programs as per industries requirements. Guest Lecture on career planning and placements is arranged by alumni students.

**With reference to Point No 17:** Enhance Teaching and Learning Practices

Teaching learning Practices are streamlined for the improvement of academic performance and holistic development of students. Institute has necessary infrastructure for quality teaching learning practices. Emphasis is laid more on practical aspects of the subjects. Seminars, projects, group discussions are organized at regular intervals to enhance the learning experience of students and hence bring about holistic development of students. Experts are also invited from leading academic organizations and from industry to guide the students in related fields.

**With reference to Point No 18:** Upgrading of lab infrastructure

On timely basis up-gradation of lab infrastructures are carried out to meet the state-of-the-art facilities across the departments.

**With reference to Point No 19:** Establishing NI Labview – Training center

NI labview academy center of excellence and embedded system lab-ARM university program has been established. 30 faculty members have been trained. Different modules are introduced for students of 3<sup>rd</sup> and 4<sup>th</sup> year B.Tech students.

**With reference to Point No 20:** Improvement for student's success rate

Practices such as question banks, learning resources, regular assignments, and remedial classes are implemented to improve academic pass percentage. Mentors are allotted to monitor the academic performance and their grievance.

**With reference to Point No 21:** Planning for a new construction of building (D & E block)

In order to improve the available facilities and to cater the needs of the students intake. It has been decided to construct a separate building D block for ECE, CSE and IT, and E block for Mechanical workshop. Going to be operational for the next academic year 2018-19.

**With reference to Point No 22:** Open elective for 3<sup>rd</sup> year UG program

Open elective from inter-disciplinary area in each UG program is approved. List is attached with the minutes.



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With reference to Point No 23: Suggestion for future plan.

With reference to Point No 24: Anything with permission of chair.

End of the Minutes

Dr. P. Venugopal Reddy	Dr. A. Padmaja	Dr. C.N. Ravi	Dr. B. Vijaykumar

Dr. K. Harikrishna	Prof. G. Sreeram Reddy	Dr. S. Siva Prasad	Ms. G. Srilatha

Dr. Siddhartha Ghosh	Dr. Archanaa Dongre	Prof. M. Rajendra Prasad

Mr. R. Venkata Chalam	Prof. K.S Rao	Dr. M.V. Krishna Murthy