



**Vidya Jyothi Institute of Technology**

**An Autonomous Institution**

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

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

## **Internal Quality Assurance Cell (IQAC) Minutes**

**11<sup>th</sup> IQAC Meeting held on 08<sup>th</sup> June 2022**





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**11<sup>th</sup> IQAC on 08<sup>th</sup> June 2022 at 02:00 PM**

## Members Present

| S. No | Name                     | Position             |
|-------|--------------------------|----------------------|
| 1     | Dr. E. Saibaba Reddy     | Chairman             |
| 2     | Dr.A.Padmaja             | Co-Chairperson       |
| 3     | Dr. P. Venugopal Reddy   | Member               |
| 4     | Dr. P.Sarah              | Coordinator IQAC     |
| 5     | Dr. G.Sreeram Reddy      | Member from Teacher  |
| 6     | Dr. A. Srujana           | Member from Teacher  |
| 7     | Dr. K. Vasanth           | Member from Teacher  |
| 8     | Dr. D. Aruna Kumari      | Member from Teacher  |
| 9     | Mr. B. Srinivasulu       | Member from Teacher  |
| 10    | Dr. A. Obulesh           | Member from Teacher  |
| 11    | Dr. P. Chakradhar        | Member from Teacher  |
| 12    | Dr. K. Laxminarayana     | Member from Teacher  |
| 13    | Dr. M. Rajendraprasad    | Member from Teacher  |
| 14    | Dr. V.V.S. Satyanarayana | Member from Teacher  |
| 15    | Mr. R. Venkata Chalam    | Member               |
| 16    | Ms. G.Srilatha           | Member               |
| 17    | Mr. Shubhajit Jagadev    | Member from Industry |
| 18    | Mr. P. Nirdosh Reddy     | Member from Parent   |
| 19    | Mr. E. Sathish Reddy*    | Member from Alumni   |
| 20    | Aditya Komaravotu        | Member from Student  |
| 21    | Mr. Ashish Rajan Kurnar  | Member from Student  |

**Leave of absence:** Dr. P. Rajeshwar Reddy, Member from Management  
Ms. S. Neelima , Member from Management  
Dr. Pallavi Badry, Member from Teacher  
Mr. Suresh Kuppu, Member from local Society

**\* Attended online**



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## Agenda for the 11<sup>th</sup> IQAC Present on 08<sup>th</sup> June 2022

| ITEM        | Agenda Point   |
|-------------|--|
| Item No. 1  | Presentation by IQAC coordinator / Action taken report on minutes of 10 <sup>th</sup> IQAC meeting.  |
| Item No. 2  | To Finalize AQAR 20-21 - all criteria formats including proofs.  |
| Item No. 3  | To fix the dates of BOS meeting for all programs.  |
| Item No. 4  | To discuss the Curricular Aspects of the Academic programs in introducing Specialization courses for minor or honours degree.  |
| Item No. 5  | To discuss the initiatives taken to promote Research, consultancy and entrepreneurship climate in the Institution.   |
| Item No. 6  | To plan action for all criterion based on the comments of the NAAC, peer team committee.   |
| Item No. 7  | To deliberate on the suggestions of the NBA expert team members during the exit meeting held on 27 <sup>th</sup> February 2022.  |
| Item No. 8  | To discuss the action taken by the departments on suggestions of expert team members.  |
| Item No. 9  | To discuss strategies for implementing future plans of action for the year 2022-23   |
| Item No. 10 | IQAC Initiatives<br>a) To conduct an FDP on NEP-2020 during 17-18 June 2022.<br>b) To organize a lecture on Gender equity in July-August 2022.                                       |
| Item No. 11 | Issues open for discussion<br>a. Internal Academic Audit<br>b. Green and Energy Audit<br>c. Conduct of FDPs/ seminars/Workshops<br>d. Standardization of formats such as BoS minutes |
| Item No. 12 | Academic Maintenance, IT infrastructure maintenance  |
| Item No 13: | PO target level of the departments   |



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|             |  |
|-------------|--|
| Item No. 14 | Vision and Mission statements                      |
| Item No. 15 | Any other matter with the permission of the Chair. |



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## Minutes of the 11<sup>th</sup> IQAC meeting held on 08<sup>th</sup> June 2022

The Chairman of the committee, Dr E. Saibaba Reddy, welcomed Dr P.Sarah, the IQAC, Coordinator and the new IQAC members of the reconstituted committee dated 25-05-2022. He thanked Dr. V.V.S. Satyanarayana, the former IQAC, Coordinator, for his services. Dr P. Sarah, who took charge as IQAC, Coordinator, thanked the management and administration for the opportunity to be the IQAC, Coordinator.

**Item No 1:** Actions taken on minutes of the 10<sup>th</sup> IQAC meeting held on 21<sup>st</sup> December 2021.

The IQAC coordinator presented the action taken report of the 10<sup>th</sup> IQAC meeting (**Annexure - I**). The members approved the Action taken Report.

She appraised the committee about the programs offered in VJIT at present.

| S.No | Program  | Name                                    |
|------|----------|---|
| 1    | B. Tech. | Civil Engineering                       |
| 2    | B. Tech. | Electrical & Electronics Engineering    |
| 3    | B. Tech. | Mechanical Engineering                  |
| 4    | B. Tech. | Electronics & Communication Engineering |
| 5    | B. Tech. | Computer Science & Engineering          |
| 6    | B. Tech. | Information Technology                  |
| 7    | B. Tech. | CSE (Data Science)                      |
| 8    | B. Tech. | Artificial Intelligence                 |
| 9    | M. Tech. | Computer Science Engineering            |
| 10   | M. Tech. | Embedded Systems                        |
| 11   | M. Tech. | CAD/CAM                                 |
| 12   | M. Tech. | VLSI System Design                      |
| 13   | M. Tech. | Structural Engineering                  |
| 14   | M. Tech. | Electrical Power Systems                |
| 15   | MBA      | Master of Business Administration       |

**Item No 2:** To Finalize AQAR 2020-21 - all criteria formats including proofs.

The IQAC Coordinator informed that the criterion in-charges had submitted the details and proofs pertaining to AQAR 2020-21. The documents will be uploaded in the NAAC portal after careful verification. She informed the committee that the last date for submission is extended to 31-07-2022.



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**Item No 3:** To fix the dates of BOS meeting for all programs.

It is resolved to convene BOS meetings of various departments during the months of June-July 2022. The members noted the need for additional learning leading to Minor / Honours in engineering degree conferment. The curriculum for the batches admitted in 2021 will have provision for Minor and Honours degrees.

**Item No 4:** To discuss the Curricular Aspects of the Academic programs in introducing Specialization courses for a major or minor degree.

Dr Sarah presented the details regarding Minor and honours degrees.

|                             | Minors                                       | Honours   |
|-----------------------------|--|-----------|
| <b>Number of credits</b>    | <b>18</b>                                    | <b>20</b> |
| <b>Eligibility</b>          | <b>Minimum CGPA = 7.5<br/>No Backlogs</b>    |           |
| <b>Period of completion</b> | <b>During III and IV year degree program</b> |           |

The IQAC Coordinator appraised the committee regarding proposals of Head of departments for Minor/Honours degree of the various programs.

| Program                                 | Minors   | Honours                |
|---|--|------------------------|
| Civil Engineering                       | <ul style="list-style-type: none"><li>Planning &amp; Construction</li></ul>                    | Structural Engineering |
| Electrical & Electronics Engineering    | <ul style="list-style-type: none"><li>Electrical vehicles</li><li>Sustainable Energy</li></ul> | Power Systems          |
| Mechanical Engineering                  | <ul style="list-style-type: none"><li>Robotics</li></ul>                                       | CAD-CAM                |
| Electronics & Communication Engineering | <ul style="list-style-type: none"><li>IOT</li></ul>  | ECE                    |
| Computer Science & Engineering          | <ul style="list-style-type: none"><li>Data Science</li></ul>                                   | Big Data Analytics     |
| Information Technology                  | <ul style="list-style-type: none"><li>Computer Science Engineering</li></ul>                   |                        |
| Artificial Intelligence                 | <ul style="list-style-type: none"><li>AI Machine Learning</li></ul>                            |                        |
| MBA                                     | <ul style="list-style-type: none"><li>Innovation &amp; Business Management</li></ul>           | —                      |



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Mr Srinivas, HoD, IT, requested for change in the course structure, suggesting a uniform structure e.g. 5 theory and 2 Labs, across the programs.

Regarding change in curriculum, number of theory/ Laboratory courses, Chairman (IQAC) said changes can be made keeping in view the existing classrooms and laboratories. He asked HoDs to revert on the issue after discussions at department level. He also enquired about students' preparedness to enrol into Minor and Honours courses.

## **Item No 5: Initiatives taken to promote Research, consultancy and entrepreneurship climate**

The IQAC, Coordinator appraised the committee regarding the various initiatives to improve Research in VJIT.

### **VJIT- SEED money grant**

VJIT has been promoting and supporting research in the areas of Science and Technology for the overall development of the Institute.

To support research in thrust areas which require immediate scientific intervention & attention, VJIT has announced a call under its Seed Money Grant with a provision of a financial grant of Rs 2,00,000 per project. VJIT has called for applications for the year 2022-23.

### **Center of Excellence & Research Centers**

A Centre of Excellence is instituted in collaboration with EPAM

In addition to ME & CSE, JNTUH has recognized research centers for the departments of

- Electronics and Communication Engineering and
- Electrical and Electronic Engineering

She informed about the papers published in Scopus indexed journals by VJIT faculty.

| <b>Research outcome</b> | <b>2020</b> | <b>2021</b> | <b>2022</b> |
|-------------------------|-------------|-------------|-------------|
| Papers                  | 69          | 60          | 30          |
| Citations               | 158         | 203         | 101         |



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## Item No 6: To plan action for all criterion based on the comments of the NAAC, peer team committee

The IQAC Coordinator presented a gist of the report of the NAAC, Peer team committee.

|   |  |
|---|--|
| <b>Dates of visit of the Peer Team</b>                              | From : 10-01-2022<br>To : 11-01-2022   |
| <b>Three major features in the institutional Context</b>            | <ol style="list-style-type: none"><li>1. Autonomous institute and 2(f) and 12(B) status of UGC</li><li>2. Good infrastructure for teaching learning</li><li>3. Good governance, Leadership and Management</li></ol>  |
| <b>Strengths, Weaknesses, Opportunities &amp; Challenges (SWOC)</b> | Autonomous institute and 2(f) and 12(B) status of UGC<br>Good number of faculty members.<br>Good infrastructure for teaching learning.<br>Syllabus with COs, POs and PSOs in place.<br>Good governance, Leadership and Management. Student extension activities/clubs are active.  |
| <b>Recommendations for Quality Enhancement of the Institution</b>   | <ol style="list-style-type: none"><li>1. Effective implementation of CBCS in all the courses for further academic flexibility.</li><li>2. Aligning and delivering the POs, COs and PSOs in each course as per the need of the society</li><li>3. Record keeping of activities by the Examination section to be strengthened along with ICT facilities</li><li>4. More capacity enhancement programs for the students to be introduced with proper syllabus.</li><li>5. Alumni association records to be properly organized and their involvement to be improved.</li><li>6. Students' progression records and reports to be more detailed and to be more presentable.</li><li>7. More transparency to be brought in the policies related to employment rules, welfare measures and appraisal systems.</li><li>8. More number of conferences, FDPs, workshops and seminars to be organized for the faculty members and for the administrative staff.</li><li>9. IQAC cell must initiate interventions in strengthening waste management system.</li><li>10. The campus to be made more disabled friendly by creating ramps and ductile paths.</li></ol> |



The Co-Chairperson and Principal, Dr Padmaja, reiterated the necessity to work on the 19 criteria, mentioned by NAAC team, which need to be improved with a special mention of Research, Consultancy, MoUs and Collaborations.

The Chairman and Co-Chairperson opined that another meeting should be convened to discuss the Expert team comments in detail.

Dr. Sreeram Reddy, HoD, Mechanical Engineering, raised a query regarding modifying targets of PO attainments.

Dr V.V.S. Satyanarayana suggested to have Uniform PO attainment Target Levels across programs.

Dr. E.Saibaba Reddy, Chairman (IQAC) & Director opined that PO attainment targets need to be fixed after deliberations at the department level and then shall be approved by IQAC.

### **Item No 7: Suggestions of the NBA expert team members**

The committee was informed about the strengths and weaknesses at the institute level as per the NBA team.

#### **Strengths**

- Vision and Mission
- Program Educative Objectives
- Student - Faculty Ratio
- Qualification of faculty
- Leadership and Governance
- Infrastructure
- Facilities and technical support
- Feedback on facilities
- Institute strategic plan
- Effective implementation and monitoring of strategic plan
- Administrative setup
- Service rules procedure
- Recruitment and promotional policies



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- Decentralization in working and grievance redressal mechanism
- Delegation of financial powers
- Transparency and availability of information in public domain
- Budget allocation and utilization

## Concerns/ Weaknesses

- Academic performance (c)
- Attainment of Course outcomes (c)
- Attainments of program outcomes (w)
- Mentoring system to help at individual level (c)
- Feedback analysis and rewards/corrective measures taken (c)
- Self learning facilities (w)
- Career guidance, Training, Placement (c)
- Co-curricular and Extra-curricular activities (c)
- Library and Internet (c)

## Item No 8: To discuss the action taken by the departments

IQAC Coordinator informed the committee about action taken by departments.

| Strengths and Weaknesses                                | Action Taken   |
|---|--|
| Academic performance                                    | Slow learners are identified and given extra attention   |
| Attainment of Course outcomes                           | With the improvement in academic performance, course and program attainments also are improved |
| Attainments of program outcomes                         |  |
| Mentoring system to help at individual level            | Mentoring hour is included in the timetable  |
| Feedback analysis and rewards/corrective measures taken | Feedback is collected from all the stakeholders at regular intervals                           |
| Self-learning facilities                                | The library is strengthened with e-journals/ resources for self-learning                       |



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## Self-learning facilities

| Year        | Books<br>Rs | Magazine/Journals<br>(for hard copy subscription) Rs. | Magazine/Journals<br>(for soft copy subscription)<br>Rs. |
|-------------|-------------|---|--|
| 2020 - 2021 | 6,64,144    | 4,94,204  | 11,75,300  |
| 2019-2020   | 3,00,000    | -   | 11,32,007  |
| 2018-2019   | 32,05,786   | 1,97,473  | 9,50,978   |

Dr Sreeram Reddy, HoD of Department of Mechanical Engineering suggested that Self Learning should not be confined to Library facilities but should include MOOCS also.

Dr. Arunakumari, HoD, CSE pointed out that students can do free courses from IIT Bombay.

Dr P. Venugopal Reddy, Dean, Examinations, suggested to keep the Computer Center open for extended hours to facilitate self-learning and employability of students.

Mr. Ashish Ranjan, student member, mentioned that Coursera Courses are very useful but are no more free to students. He requested that the college mediate so that students of VJIT may register in courses of their interest and industry requirement, throughout their 4 years study.

Mr. Srinivas, HoD, IT, suggested that VJIT enter an MoU with Coursera.

Mr. Aditya, student member, suggested that to enhance placement opportunities, 1 hour slot with lab facility be available for individual students to learn on multiple platforms in their domains of interest as per the industry needs.

**IQAC Coordinator presented the Academic performance of IV year I semester students as received from the examination branch.**



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## IV B. Tech. I Semester Regular Results (JAN/FEB -2022) 2018-2019 BATCH (R-18)

| BRANCH              | APPEARED    | PASSED     | FAILED     | PASS %       |
|---------------------|-------------|------------|------------|--------------|
| CIVIL               | 115         | 75         | 40         | 65.22        |
| EEE                 | 121         | 101        | 20         | 83.47        |
| MECH                | 211         | 146        | 65         | 69.19        |
| ECE                 | 260         | 193        | 67         | 74.23        |
| CSE                 | 253         | 232        | 21         | 91.70        |
| IT                  | 57          | 46         | 11         | 80.70        |
| <b>ALL SUBJECTS</b> | <b>1017</b> | <b>793</b> | <b>224</b> | <b>77.97</b> |

In continuation, IQAC Coordinator presented the strengthening of the feedback mechanism through surveys from stakeholders as per the inputs of departments.

| Feedback Received from | Suggestion   | Action Initiated/taken  |
|------------------------|--|---|
| Students               | <b>Civil Engineering Students (2017-18):</b><br>A course on Green Building Technologies.                             | The Course is added as a Professional Elective.   |
|                        | <b>EEE Students (2017-18):</b><br>A new Course on Electrical Vehicles.   | An Open Elective Course on Electric and Hybrid Vehicles is introduced.  |
| Alumni                 | <b>Himaja K (IT), TCS (2019-20):</b><br>Concepts like frame works and web services can be added to web Technologies. | New Courses like Data Science, Block Chain Technologies are introduced.   |
| Employer (2015-16)     | Intent for the job should be increased by Talent Acquisition, Climber Knowledge and careers pvt. Ltd.                | Conducted sessions on different job opportunities, Product development, Educational Marketing, Content writing. |

The committee opined that the feedback mechanism needs to be strengthened further.

Dr Aruna Kumari, HoD, Computer Science and Engineering, pointed out that Research and Consultancy was one of the weaknesses listed by NAAC peer team at the department levels.



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The Chairman instructed the HoDs to list out the weaknesses of the respective programs and prepare an action taken report keeping a focus on enhancing R & D.

Dr. Obulesh, HoD, Department of AI, suggested to form a Multidisciplinary Faculty Team for Assisting students working in Multidisciplinary projects.

Chairman opined Interdisciplinary and Multidisciplinary projects should be encouraged. The teams can be formed depending on expertise available in the various departments taking case by case.

In order to strengthen research and consultancy in VJIT, Chairman suggested to fix the number of projects to be submitted annually by departments.

It was decided to convene a meeting to discuss on Quantitative and Qualitative initiatives to enhance research outcome.

## **Item No 9: To discuss strategies for implementing future plans of action for the year 2022-23**

1. To Improve Institute ranking  
NIRF From 251 – 300 to 151-200  
ARIIA From 6-100 to 6-50, Band Excellent  
To be recognized as Institute of Eminence
2. Flexible and interdisciplinary curriculum as per NEP-2020
3. To upgrade curriculum to address employability and societal demands.
4. To augment Industry Collaborative Centers
5. Smart campus including strengthened ICT backbone and video conferencing facilities
6. Central library as modern information resource centre
7. Add to Start up/Incubation Facilities
8. Generating alternate sources of revenue



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**Item 10: IQAC Initiatives:** The IQAC Coordinator presented some of the IQAC initiatives.

## Initiatives towards adopting NEP-2020

### 1. Organizing lectures on NEP-2020

- a. Guidelines for B.Tech with Minor and Honors degree by Prof. M. Madhavi Latha, Director of Academic & Planning (DAP) JNTUH on 27th May 2022



- b. National Education Policy-2020" by Prof. G.K. Viswanadh, Director, UGC-HRDC, JNTU Hyderabad on 4<sup>th</sup> June 2022





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She also informed that Professional development / administrative training programs were organized. **(Annexure II)**

## **IQAC Initiatives for the AY 2022-23**

- Submission of Research projects to DST/DRDO/UGC/CSIR
- Organizing Conferences on multidisciplinary themes
- To conduct FDPs
  - an FDP on NEP-2020 during 17-18 June 2022.
  - a lecture on Gender equity in July-August 2022.

## **New Programs 2022-23**

She informed the committee that 03 new programs are in the pipeline.

| <b>Program</b>                       | <b>Status</b>  |
|--------------------------------------|--|
| <b>B.Tech-CSE (AI-ML)</b>            | <b>Awaiting AICTE approval<br/>NOC obtained from JNTUH</b> |
| <b>B.Tech-CSE (AI, Data Science)</b> |  |
| <b>MCA</b>                           |  |

Dr. Vasanth, HoD, ECE, requested clarity on the maintenance of Quality initiatives, to be Quantified or Qualified

## **Item No 11 Issues open for discussion:**

- a. Internal Academic Audit
- b. Green and Energy Audit
- c. Conduct of FDPs
- d. Organizing seminars/Workshops
- e. Standardization of formats such as BoS minutes



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## a. External and Internal Academic Audit

Dr Sarah welcomed the members to give their suggestions on the issues open for discussion.

She said that the Academic audits are conducted to monitor quality enhancing process.

She said the criteria considered are Planning and Delivery of Class / laboratory, project, industry visit etc

She informed that VJIT conducts Internal and External academic audits on a regular basis atleast once in a year

The Internal Academic Audit team includes Director/ Principal, IQAC Coordinator and Senior teachers and External Academic Audit is done by peers form other organizations.

**b. Green and Energy Audit:** Director informed the committee that Annual Green and Energy audits are done regularly. Dr Srujana, HoD, EEE, informed that the energy audit is done annually. Green audit is monitored by the HoD of Civil Engineering.

The HoDs opined that VJIT should try for Green Audit Awards.

## c & d Conduct of FDPs/Organizing seminars/Workshops

The IQAC, Coordinator, pointed out the necessity to organize more number of Seminars/Workshops per semester. Director said a meeting will be convened to fix a number for each department to organize FDPs/Workshops.

## e. Dr Padmaja, Co-Chairperson (IQAC) mentioned about standardization of the BoS

Meeting format across the departments. Director suggested a format.

## Item No 12: Academic Maintenance, IT infrastructure maintenance

Adequate Academic, Physical and support facilities are available in the campus. In order to ensure their maintenance and optimum utilization, various systems and procedures are implemented in VJIT so as to benefit all the stakeholders.

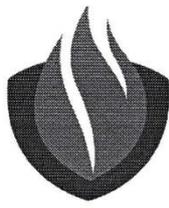
Required number of desktops with suitable configuration and required software are provided to all the department laboratories.

**Item No 13: PO target level of the departments:** Based on the attainment of PO level in the previous academic year, the target levels for this academic year are approved.

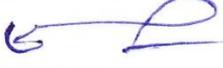
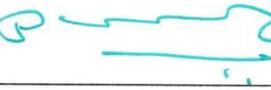
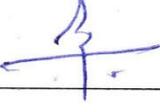
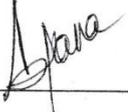
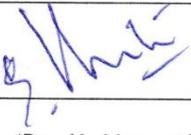
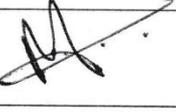
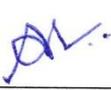
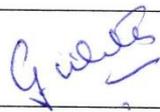
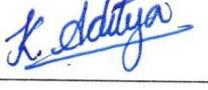
**Item No 14: Vision and Mission statements:** The Vision, Mission and PEOs statements of various departments were discussed and implemented as per the inputs of stakeholders.

**Item No 15: Any other matter with the permission of the Chair : Nil**

**Dr E. Saibaba Reddy, Director and Chairman (IQAC)** thanked all the members of the IQAC for their valuable inp



Signature of the Members

|   |  |  |   |
|---|--|--|---|
| 1.     | 2.    | 3.   | 4.  |
| (Dr. E. Saibaba Reddy )   | (Dr. A. Padmaja)   | (Dr.P.Rajeshwar Reddy)   | (Mrs. S. Neelima)   |
| 5.     | 6.    | 7.     | 8.     |
| (Dr. P. Venugopal Reddy)  | (Dr. P. Sarah)   | (Dr. G. Sreeram Reddy)   | (Dr. A. Srujana)  |
| 9.     | 10.  | 11.    | 12.    |
| (Dr. K. Vasanth)  | (Dr. Pallavi Badry)  | (Dr. D. Aruna Kumari)  | (Mr. B. Srinivasulu)  |
| 13.   | 14.  | 15.   | 16.   |
| (Dr. A. Obulesh)  | (Dr. P. Chakradhar)  | (Dr. K. Laxminarayana)   | (Dr.M.Rajendraprasad)   |
| 17.  | 18.  | 19.  | 20.   |
| (Dr.V.V. Satyanarayana)   | (Mr. R.V. Chalam)  | (Ms. G. Srilatha)  | (Mr. Subhajit Jagadev)  |
| 21.  | 22.  | 23.  | 24.  |
| (Mr. Nirdosh Reddy)   | (Mr. Suresh Kuppu)   | (Mr. E. Sathish Reddy)   | Aditya Komaravolu   |
| 25.  |  |  |   |
| Ashish Rajan Kumar  |  |  |   |

