Prasad V. Potluri Siddhartha Institute of Technology

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All the UG Programmes are accredited by NBA Under Tier-1

Internal Quality Assurance Cell (IQAC)

29th IQAC Meeting

Date and Time: 20th January, 2024, 10.00AM to 1.00 PM   **Venue**: Principal Chamber.

Members Present:

Name	Designation	Signature
Dr L K Mohan Rao	Academic Advisor	
Dr K Sivaji Babu	Principal, PVPSIT	
Dr V Jagadish	Head, Department of CE	
Dr A Jayalakshmi	Head, Department of CSE	
Dr C Subba Rao	Head, Department of ECE	
Dr Ch Padmanabha Raju	Head, Department of EEE	
Dr B V Subba Rao	Head, Department of IT	
Dr B Raghu Kumar	Head, Dept. of ME, IQAC Coordinator	
Dr M Sri Lakshmi	Head, FED	
Dr P. Adi Lakshmi	Head, MBA, Member IQAC	
Dr MSR Niranjan Kumar	Professor, ME, Member IQAC	
Dr. P Sai Kiran	Professor, CSE, Member IQAC	
Dr. M. Rudrama Devi	Associate Prof., FED, Member IQAC	
Dr A Haritha	Associate Prof., IT, Member IQAC	
Mr. M Srinivasa Rao	Associate Prof., ECE, Member IQAC	
Dr D Srinivasa Rao	Assistant Prof., MBA, Member IQAC	
Ms. E Kavitha	Assistant Prof., ME, Member IQAC	
Mr K V Subash	Assistant Prof., CE, Member IQAC	
Dr N Vijayanand	Associate Prof., EEE, Member IQAC	
Ms. D Sri Lakshmi	Assistant Prof., CSE, Member IQAC	
Sri Y V Krishna Mohan	MD Surya Enterprises, Member IQAC	
Ms. Tailam Satya Devi	Student, IQAC Member	
Koduri Nayak Sandeep	Alumni, IQAC Member	
Sri JVS Reddy	MD RK Industries, IQAC Member	
Sri V Srinivasa Reddy	Recru. Mgr, Tech Mahindra, IQAC member	
K Subramaneswara Rao	Parent, IQAC Member	

Agenda:

1. To review the minutes and action taken report on previous IQAC minutes.
2. Academic Audit report of Departments.
3. Percentage attainments of Bench marks against target.
4. Status of SSR data uploading in the NAAC Portal
5. Conduction of pre final examinations for I year students
6. Increase of intake in CSE from 180 to 240 for academic year 2024-25
7. SITAR 2023-24
8. Performance Based Appraisal System (PBAS) for academic year 2022-23.
9. Performance assessment system for non-teaching staff
10. Programs conducted by IQAC after previous meeting
11. Any other Item with the permission of chair

Resolution:

1. To review the minutes and action taken report on previous IQAC minutes
   i. Action plan was taken from departments on parameters that needed improvement
   ii. AQAR report 22 – 23 is submitted
   iii. Successfully organised Smart India Hackathon 2023 Grand Finale, AICTE on 19th and 20th December 2023. Received positive feedback from the participants
   iv. Prepared formats for Performance Based Appraisal System (PBAS) for Assistant Professors, Associate Professors and Professors for the academic year 2022-23.
   v. IIQA was accepted. The process of SSR Documentation has started
   vi. External academic and administration audit was conducted on 18th December 2023
   vii. Purchased 2 new smart boards for class rooms in ECE Department and training is also given to faculty.
2. Academic Audit report of Departments
   Discussion:
      a. The placement percentage in all departments expect CE is low compared to the same period in the previous academic year
      b. The number of high packages in all the departments are very less
      c. Students going to Higher studies is less in ME and MBA
      d. EEE and IT departments have not signed any new MoU in the current Academic year
      e. Heads of CE, ME, MBA are informed to plan the one week / two-week FDPs that are suitable to their disciplines
      f. CE, ECE, EEE and IT Heads are informed to arrange guest lectures with academic resource persons
      g. All the departments are asked to plan for organizing conference
      h. Heads of CSE and IT are requested to send the students to Industrial visits
      i. Heads of CE, CSE and EEE are suggested to improve the alumni activities
      j. Departments of CE, IT, ME and MBA need to focus on journal publications
      k. Patents are very low in all the departments
      l. Faculty acting as resource persons is zero in departments of CSE, ECE, and ME

    m. Department heads of ECE and ME are advised to motivate the faculty concern to apply for R&D projects to various govt. and non govt. agencies

    n. Consultancy amount is zero in Departments of CSE, ECE, IT and MBA

    o. All the heads are advised to encourage the faculty to attend FDPs and workshops by utilizing financial support from the institution

    p. Student participation in premier institutes is zero in CE, ECE, ME and MBA

    q. Overall student participation in other institutions is very low in CE, ECE, EEE, IT and ME

    r. Student NPTEL certifications are zero in CE department

    s. Value added courses are zero in CE and IT

    t. All the department heads have to concentrate on the student internships providing stipend

    u. Student publications are very low in all the departments

    v. Non-Government Scholarships in CE, CSE and IT are zero

    w. Student enrollment Professional body member ships in zero in CE, and MBA

3. Percentage attainments of Bench marks against target

    Discussion: Detailed report for each department on percentage of attainment of various parameters after second quarter is tabled.

4. Criteria in charges are collecting and consolidating data required for uploading in the SSR.

5. IQAC has advised the Head, FED to conduct the Prefinal Examinations to the first year students to familiarize them to the exam format.

6. In view of increased demand from the students it is proposed to increase the intake of CSE from 180 to 240 from the academic year 2024-25

7. It is proposed to organize SITAR 2024 and HoDs of CSE and IT are requested to co-ordinate the program.

8. All the heads are requested to collect Performance Based Appraisal System (PBAS) forms for academic year 2022-23 from their faculty and submit the assessment report

9. Non-teaching staff self-appraisal can be taken for academic year 2023-24

10. The following programs were conducted by IQAC after previous IQAC meeting

S.No	Program Organised	Date	Venue
1	Expert talk on "Implementation of National Education policy" by Dr. M. Gopi Chand, Deputy Secretary, UGC	18/11/2023	Auditorium

PRINCIPAL
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