

(An Autonomous Institute, NAAC Accredited with 'A' Grade)

NBA Accredited for CE, EEE, ME, ECE, CSE, EIE, IT B.Tech Courses

Approved by AICTE, New Delhi, Affiliated to JNTUH

Recognized as "College with Potential for Excellence" by UGC

Vignana Jyothi Nagar, Pragathi Nagar, Nizampet (S.O), Hyderabad – 500 090, TS, India.

Telephone No: 040-2304 2758/59/60, Fax: 040-23042761

E-mail: postbox@vnrvjiet.ac.in, Website: www.vnrvjiet.ac.in



# INTERNAL QUALITY ASSURANCE CELL

Date: 14-07-2017

#### **CIRCULAR**

A meeting of the IQAC is scheduled on15-07-2017 to discuss the Academic audit-Both Internal and External. Also a Plan of Action of Self Study Report (NAAC) is proposed to be discussed. All the HODs and sectional heads are requested to attend the meeting.

Dr. Poonam Upadhyay (Co-ordinator, IQAC)

Copy to

All HODs

Sectional Heads

Minutes of the Meeting held on 29-12-2017

1. The chairman appearated the team for NAAC pultury their best efforts in preparing SSR. He said that certain things need discussion and clarification,

2. The members on their part said that meticulous planning and then writing was done to complete the SSR.



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# INTERNAL QUALITY ASSURANCE CELL

Date: 20-10-2017

#### **CIRCULAR**

In view of the Curriculum revision for R18, a meeting of the IQAC is scheduled on 21-10-2017. The agenda also includes

- Planning for SSR
- Discussion on NIRF participation

All the HODs are requested to attend the meeting.

Dr. Poonam Upadhyay (Co-ordinator, IQAC)

Copy to

All HODs

Minutes of the meeting conducted on The Co-ordinator said that since me are due for couriculum Revision in 2018, we need to devose the new syllabors as per the industry requirements to include the curriculum has to be designed on the lines of AICTE model curriculum The chairman advised the members to make thorough preparation for submitty The SSR He requested the HODE to plan properly and fill in the data -3. It was decided that the Institute Should participate in MIRF ranking:



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# INTERNAL QUALITY ASSURANCE CELL

Date: 27-12-2017

#### **CIRCULAR**

Since the NAAC SSR is prepared and issubmitted for Review, a meeting of the IQAC is scheduled on 29-12-2017to discuss any specific issues pertaining to revision.

All the HODs and sectional heads are requested to attend the meeting.

Dr. Peonam Upadhyay (Co-ordinator, IQAC)

Copy to

All the HODs and sectional heads

Minutes of the Meeting held on 29-12-2017

- 1. The chairman appreciated the team for pulting their best efforts in preparing SSR. He said that certain things need discussion and clarification.
- 2. The members on their part said that meticulous planning and then writing was done to complete the SSR.



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IQAC

# INTERNAL QUALITY ASSURANCE CELL

Date: 18-01-2018

#### CIRCULAR

The Institute proposes to set up Health, Safety and Environment Center and would like to impart Start-up culture in the Institute. In this connection, the IQAC is conducting a meeting on 20-01-2018to discuss the Steps to be taken to impart Start-up culture and setting up of Health, Safety and Environment Center.

All the HODs and sectional heads are requested to attend the meeting.

Dr. Poonam Upadhyay (Co-ordinator, IQAC)

Copy to

All HODs and sectional heads

Minutes of the Meeting held on 18-1-2018 I It was that a Health, Safety and Environment Centre would be not up in the Pastitute. the Chairman said that we need to import Start-up Culture among the students He advised all the HODS to molivate students in this regard. He said that if the faculty can give small ideas to begin with, the students will work upon them. The members said that as a mark of encouragement, the departments will keep their Labs open in the evenings and wriste all the enterested students to work on projects of their interest. The faculty would be available to help them.



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#### INTERNAL QUALITY ASSURANCE CELL

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Date: 20-04-2018

#### **CIRCULAR**

A meeting of the IQAC is scheduled on 21-04-2018. The agenda of the meeting is:

- Discussed on AQAR 2017-18 preparation
- Curricular revision for R18
- Review of Outreach Programmes on VNR Expro
- Review of Publication Quality of Research Papers

All the HODs and Sectional heads, Professors are requested to attend the meeting.

Dr. Poonam Upadhyay (Co-ordinator, IQAC)

Copy to

All HODsand sectional heads&Professors

Minutes of the meeting held on 20-4-2018. The co-ordinator informed the members that we need to complete ADAR for HODS to send the required information. The Dean Academics discussed the Course structure and asked the Departments to finalize it. Similarly she requested the HoDs to instruct the BOS chair persons to finalize the Syllabus for R18. The Chairman applanded the members for their participation in VNR Expro. He said that this programme has been a huge success- The participating Schools expressed their happiness for the exposure that the programme gave to School children. The Chairman, on Reviewing the publication les been a great improvement in the number of availity Rosearch tapers published This year.



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#### INTERNAL QUALITY ASSURANCE CELL

Date: 07-05-2018

#### **CIRCULAR**

Dear Sir/ Madam,

It is our pleasure to inform you that the meeting of Internal Quality Assurance Cell of VNR Vignana Jyothi Institute of Engineering and Technology is scheduled to be held on 11-05-2018 at 3:30 PM at Board room of the Institute. The agenda of the meeting is enclosed herewith. You are therefore requested to kindly make it convenient to attend the meeting.

The following is the agenda for the meeting of the IQAC.

Agenda 1: Review of upcoming NAAC cycle Support Documents

Agenda 2: Conduction of Mock NAAC visit.

**Agenda 3:** Any other matter with permission of chair.

Dr. Poonam Upadhyay

Coordinator IQAC



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#### VALLURUPALLI NAGESWARA RAO VIGNANA JYOTHI INSTITUTE OF ENGINEERING AND TECHNOLOGY

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# Minutes of the Meeting held on 11<sup>th</sup> May 2018 at 3.30PM Members Present:

- 1. Dr.C.D.Naidu, Principal
- 2. Dr.B.Chenna Kesava rao, Director for advancements
- 3. Dr.Poonam Upadhyay, Coordinator, IQAC
- 4. Dr.S.Rajendra Prasad, In-charge, PAAC
- 5. All Heads of the Departments
- 6. All Deans
- 7. IQAC Internal members
- 8. Dr.B.D.V Chandra Mohan, In-charge Audit cell
- 9. Dr.C.Kiran Mai, Professor, CSE
- 10. Ms. Y. Bhanu Sree, Asst. Prof, CSE

#### The following resolutions are made:

- ☐ Dr. Poonam Upadhaya, IQAC coordinator has presented the status of NAAC Preparedness for the upcoming 2<sup>nd</sup> cycle. All the hods were presented with the necessary documents to be prepared for the cycle.
- Mrs. Y. Bhanu Sree, NAAC Coordinator has informed the committee about mock NAAC inspection by Dr. Sethuraman and his team. In this regard the schedule of the visit and documents to be presented were discussed.
- ☐ The Principal suggested the Deans, HOD's and NAAC coordinators to conduct an internal verification within the departments for better understanding.
- ☐ Principal also constituted a committee to lookafter the smooth conduction of mock NAAC visit.

Dr. Peonam Upadhyay

Coordinator IQAC



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# INTERNAL QUALITY ASSURANCE CELL

Date: 04-06-2018

## **CIRCULAR**

Dear Sir/ Madam,

It is our pleasure to inform you that the meeting of Internal Quality Assurance Cell of VNR Vignana Jyothi Institute of Engineering and Technology is scheduled to be held on 08-06-2018 at 3:30 PM at Board room of the Institute. The agenda of the meeting is enclosed herewith. You are therefore requested to kindly make it convenient to attend the meeting.

The following is the agenda for the meeting of the IQAC.

Review of Mock NAAC visit report. Agenda 1:

Constitution of Committees for smooth conduction of NAAC visit. Agenda 2:

Any other matter with permission of chair. Agenda 3:

Dr. Poonam Upadhyay

Coordinator IQAC



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# Minutes of the Meeting held on 8<sup>th</sup> June 2018 at 3.30PM Members Present:

- 1. Dr.C.D.Naidu, Principal
- 2. Dr.B.Chenna Kesava rao, Director for advancements
- 3. Dr.Poonam Upadhyay, Coordinator, IQAC
- 4. Dr.S.Rajendra Prasad, In-charge, PAAC
- 5. All Heads of the Departments
- 6. All Deans
- 7. IQAC Internal members
- 8. Dr.B.D.V Chandra Mohan, In-charge Audit cell
- 9. Dr.C.Kiran Mai, Professor, CSE
- 10. Ms. Y.Bhanu Sree, Asst. Prof, CSE

## The following resolutions are made:

- Mrs. Y. Bhanu Sree, NAAC coordinator presented the mock NAAC report and all the suggestions that were given by the Dr. Sethuraman and his committee.
- Principal informed the HOD's to update the modifications suggested by mock NAAC committee and submit the updated document within a week.
- ☐ Dr. Poonam Upadhyay informed the committee to prepare a presentation for each department and the guidelines for preparing the presentation.

Dr. Poonam Upadhyay

Coordinator IOAC