PRATHYUSHA ENGINEERING COLLEGE

INTERNAL QUALITY ASSURANCE CELL (2019-20)

MINUTES OF THE MEETING DATED   28-01-2020 [EVEN SEMESTER]

AGENDA

1. Teaching Academic Performance Audit
2. Complete audit
3. NIRF application Submission
4. Planning of Academic Events
5. Stakeholder Feedback Collection and Analysis
6. Mentoring Meeting and Activities
7. AQAR preparation and Submission
8. AICTE & Anna University Approval process
9. PMKVY Implementation
10. ARIAA Submission

The Chairperson welcomed all the members and the following points were discussed,

I.   A review on the present Institutional processes were done and the implementation of Institutional reviews and implementation of teaching learning & Quality assurance initiatives were shared which included the nature of audits and their frequencies.

1. Teaching Academic Performance Audit:
All previous audit analysis, performances were discussed and initiated to improve for further audit process activities.

The conduct of internal quality audits for current semester under various categories such as Academic Performance, answer script audit analysis, core department audit analysis, Entire course file and log book and mentor book analysis, core audit analysis, audit analysis report, course file audit analysis.

2. Complete audit
The audit event took place about the entire plan for the present academic year and how to improve the academic activities better.

3. NIRF preparation and submission

The micro analysis done for all the area of the NIRF and calculated metric value of each parameter and submitted area of improvement details to management for approval.

4. Planning of the academic events
The academic activities for conducting workshop, seminar, FDP, research paper, finding project, journal publication and patent was scheduled and verified how much have been completed and how to implement remaining effectively.

5.Stakeholder Feedback Collection and Analysis

The feedback and the analysis collected for previous semester from various stakeholders such as parents, students, employers, faculty and alumni were shared with the members and the gray areas which needed to be improved were discussed to improve the program outcomes of the students.

6. Mentoring Meeting and Activities
The students mentoring activities and meeting will be implemented and monitoring activities will be initiated.

7. AQAR preparation and Submission

The details required for the submission of data to AQAR were presented to the members for brainstorming and planning for the submission to NAAC of data on time.

8. AICTE & Anna University Approval process & Introduction of New courses [IT – UG & BIOTECH – PG]

The successful submission of AICTE & Anna University approval application were initiated. The requirement of faculties, equipments and other requirements calculated as per norms and discussed with members. The details of the information submitted to management for approval. Introduction New courses [IT – UG & BIOTECH – PG] have been initiated.

9. PMKVY Implementation

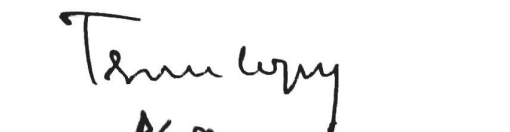The proposal for cycle-3 Application for implementing PMKVY submitted to Management for approval.

10. ARIAA Submission

The details required for the submission of data to ARIIA were presented to the management for approval.

The meeting culminated with the vote of thanks by the IQAC coordinator

IQAC COORDINATOR   CHAIRPERSON

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