



VIGNAN'S INSTITUTE OF ENGINEERING FOR WOMEN

(Approved by AICTE, New Delhi & Affiliated to JNTU Kakinada)

Kapujaggarajupeta, VSEZ (Post), Visakhapatnam-530049

Ph: 9133300357, 8886066339:: Fax:0891-2010487:: E-Mail: viewiqac@gmail.com

VIEW/IQAC/Cir/2019-20/002

Dt. 27.08.2020

CIRCULAR

An Internal Quality Assurance Cell (IQAC) meeting is proposed to be held on **29th August 2020 at 10:00 AM**. All members are requested to attend the meeting without fail.

Agenda:

1. Review of the previous meeting along with action taken report.
2. Review on conduct of academics in the pandemic situation.
3. Fixation of PO target level for 2019 admitted batch.
4. Result analysis of 2019-20 AY Semester-I.
5. Review the quality of Final year Projects of 2019-20 AY.
6. PO attainment calculation for 2015 admitted batch.
7. Discussion of PAQIC/DAC meetings.
8. Conduct of Student mentoring system.
9. Conduct of Faculty Appraisal.
10. Review of academic and administrative audit report.
11. Any other with the permission of the chair.

Venue: Online mode- Microsoft Teams

Copy To:

1. IQAC Members
2. All HoD's
3. Exam Cell
4. Office file




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Dt. 29.08.2020

MINUTES OF IQAC MEETING

The Internal Quality Assurance Cell (IQAC) meeting is held on **29th August 2020 at 10:00 AM** through Microsoft Teams. The following members are attended.

Sl. No	Name	Designation	Position
1.	Prof. J. Sudhakar	Principal	Chairperson
2.	Prof. A. Sessa Rao	Academic Director	Member
3.	Dr. P. S. Ravindra	Dean-Administration	Member
4.	Prof. K. Vijay Kumar	HoD-CSE	Member
5.	Dr. Ch. Ramesh Babu	HoD-ECE	Member
6.	Prof. DurgaSyam Prasad	HoD-EEE	Member
7.	Prof. B. Prakash	HoD-IT	Member
8.	Dr. V. AnandaBabu	HoD-ME	Member
9.	Dr. K. Chaitanya	HoD-BS&H	Member
10.	Dr. M. PardhaSaradhi	HoD-MBA	Member
11.	Mr. U. ChittiBabu	Member	D.G.M (HR), Visakha Dairy
12.	B. Shivani 14NM1A0507	Member	Alumni from CSE Department
13.	SaiDharani 17NM1A1201	Member	Student Nominee from IT Department
14.	Dr. K. V. Ramana Rao	Member	Head, T&P
15.	Mr. Girish Tiwari	Member	AGM, Visakha Steel Plant
16.	Mr. P. V. SatyanarayanaRaju	Member	RINL, Visakhapatnam
17.	Dr. Akanksha Mishra	Associate Professor	IQAC-Coordinator

Chairperson welcomed the gathering and briefed about the objectives of the IQAC meeting.

Resolutions:

Item-1

The chairperson reviewed the previous meeting conducted on 30th November 2019 and discussed about the actions taken on the resolutions.

S.No	Resolutions of meeting conducted on 30 th November 2019	Action Taken
1.	Implementation of modern pedagogical methods	The pedagogical methods are implemented and consolidated report is submitted.
2.	Collection of feedback on central facilities	Completed the feedback on central facilities
3.	Registration of alumni student association for 2016 admitted batch	Pending due to pandemic.

Item-2

The committee decided to strictly follow the covid-19 rules laid by the Government and JNTU-K for the conduct of examinations. The chair person instructed to follow the JNTUK instructions for the conduction of the upcoming academic year and review the institute academic calendar accordingly.

Decision has been taken to continue to conduct the classes in online mode for the next semester.

Care should be taken to deliver the lectures effectively. Video lectures should be provided for courses as per requirement.

Item-3

The PO average index for 2019 admitted batch is being continued as previous considering the covid situation.

2019 Admitted Batch	PO- Target	
	PO1-PO5	PO6-PO12
EEE	2.55	2.35
ECE	2.55	2.35
CSE	2.55	2.35
IT	2.45	2.25

Item-4

The pass percentage of 2019-20 Academic Year I Semester is analyzed and discussed about the measures to be taken to improve the pass percentage. The committee decided to identify backlog students and motivate the students.

Result Analysis UG Courses:

2019-20 (I SEM)	I-I	II-I	III-I	IV-I
EEE	47.37%	66.04%	82.11%	90.68%
MECH	33.33%	69.23%	73.68%	63.04%
ECE	77.78%	81.67%	82.59%	93.85%
CSE	72.58%	82.72%	91.33%	93.65%
IT	69.49%	85.19%	77.78%	84.31%
TOTAL	70.76%	78.60%	84.31%	89.98%

Result Analysis PG Courses:

Department	I-I	I-II	II-I	II-II
MBA	93.6	-	96.7	-

Item-5

The committee reviewed the best projects done by IV B.Tech students for the academic year 2019-20.

Item-6

The chairperson has instructed for the calculation of PO attainment for 2016 admitted batch.

Item-7

The PAQIC and DAC meetings of the departments have been reviewed by the committee.

Item-8

Care should be taken that student issues regarding conduct of academics or facilities should be addressed immediately. Every mentor should enquire about their students well-being.

Item-9

Decision has been taken to conduct faculty appraisal at the end of the 2019-20 academic year.

Item-10

The academic and administrative audits have been conducted and the report has been presented.

Item-11

An online seminar on “National Education Policy – NEP 2020” was conducted on 17-08-2020 and 18-08-2020. The report was presented to the committee.

IQAC Coordinator

Principal



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VIEW/IQAC/Cir/2019-20/001

Dt. 28.11.2019

CIRCULAR

An Internal Quality Assurance Cell (IQAC) meeting is proposed to be held on **30th November 2019 at 10:00 AM**. All members are requested to attend the meeting without fail.

Agenda:

1. Review of the previous meeting along with action taken report
2. Result analysis of 2018-19 AY Semester-II
3. Review on the quality of mid examination question paper and answer script evaluation for the 2019-20 AY Semester-I.
4. Discussion of PO attainment values for 2015 admitted batch.
5. Discussion on implementation of modern pedagogical methods.
6. Review of Academic calendar for 2019-20 Semester-I.
7. Discussion of PAQIC/DAC meetings.
8. Feedback on central facilities.
9. Registration for Alumni Association.
10. Student mentoring system.
11. Conduction of academic audit and administrative audit.
12. Any other with the permission of the chair.

Venue: Principal's Chamber

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30.11.2019

ATTENDANCE OF IQAC MEMBERS

Sl. No	Name	Designation	Position	Signature
1.	Prof. J. Sudhakar	Principal	Chairperson	
2.	Prof. A. Sessa Rao	Academic Director	Member	
3.	Dr. P. S. Ravindra	Dean-Administration	Member	
4.	Prof. K. Vijay Kumar	HoD-CSE	Member	
5.	Dr. Ch. Ramesh Babu	HoD-ECE	Member	
6.	Prof. Durga Syam Prasad	HoD-EEE	Member	
7.	Prof. B. Prakash	HoD-IT	Member	
8.	Dr. M. Nagendra Babu	HoD-ME	Member	
9.	Dr. K. Chaitanya	HoD-BS&H	Member	
10.	Dr. S. Ramesh	HoD-MBA	Member	
11.	Mr. U. Chitti Babu	Member	D.G.M (HR), Visakha Dairy	
12.	Ms. B.Shivani 14NM1A0507	Member	Alumni from CSE Department	
13.	Sai Dharani 17NM1A1201	Member	Student Nominee from IT Department	
14.	Mr. Girish Tiwari	Member	AGM, Visakha Steel Plant	
15.	Mr. P. V. Satyanarayana Raju	Member	RINL, Visakhapatnam	
16.	Dr. Akanksha Mishra	Associate Professor	IQAC- Coordinator	



Principal

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Dt. 30.11.2019

MINUTES OF IQAC MEETING

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Sl. No	Name	Designation	Position
1.	Prof. J. Sudhakar	Principal	Chairperson
2.	Prof. A. Sesha Rao	Academic Director	Member
3.	Dr. P. S. Ravindra	Dean-Administration	Member
4.	Prof. K. Vijay Kumar	HoD-CSE	Member
5.	Dr. Ch. Ramesh Babu	HoD-ECE	Member
6.	Prof. DurgaSyam Prasad	HoD-EEE	Member
7.	Prof. B. Prakash	HoD-IT	Member
8.	Dr. M. NagendraBabu	HoD-ME	Member
9.	Dr. K. Chaitanya	HoD-BS&H	Member
10.	Dr. S. Ramesh	HoD-MBA	Member
11.	Ms. B.Shivani14NM1A0507	Member	Alumni from CSE Department
12.	SaiDharani 17NM1A1201	Member	Student Nominee from IT Department
13.	Mr. Girish Tiwari	Member	AGM, Visakha Steel Plant
14.	Dr. Akanksha Mishra	Associate Professor	IQAC-Coordinator

Chairperson welcomed the gathering and briefed about the objectives of the IQAC meeting.

Resolutions:

Item-1

The chairperson reviewed the previous meeting conducted on 2nd May 2019 and discussed about the actions taken on the resolutions attached for further reference.

S.No	Resolutions of meeting conducted on 2 nd May 2019	Action Taken
1	Calculation of PO attainments for 2015 admitted batch BTech and 2017 admitted batch MBA	PO attainments have been calculated and presented in this meeting.
2	Verification of laboratories.	Internal verification of laboratories is done for every department.
3.	Faculty Appraisal Report	Report has been submitted and sent for approval

Item-2

The pass percentage of 2018-19 Academic Year II sem is analyzed and discussed about the measures to be taken to improve the pass percentage. The committee decided to identify backlog students and motivate the students.

Result Analysis UG Courses:

2018-19 (II SEM)	I-II	II-II	III-II	IV-II
EEE	81.08%	91.94%	92.44%	96.47%
MECH	75.00%	76.32%	84.78%	91.84%
ECE	89.51%	79.21%	85.64%	93.55%
CSE	90.75%	78.57%	96.28%	96.17%
IT	85.19%	75.93%	92.00%	93.62%
TOTAL	87.58%	81.11%	90.80%	94.73%

Result Analysis PG Courses:

Department	I-I	I-II	II-I	II-II
MBA	-	95.8	-	95.1
M. Tech	100	-	-	100

Item-3

The committee reviewed Quality of Mid Question Papers for 2019-20 Academic Year I-Semester based on the audit report (available in mid audit report file) submitted by IQAC, the Course Coordinators were advised to strictly follow the Blooms Taxonomy.

Item-4

Discussions have been held on 2015 admitted batch PO attainments of each branch. The values are tabulated bellow

Department	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO10	PO11	PO12	PSO1	PSO2
CSE	2.41	2.40	2.40	2.41	2.40	2.23	1.98	2.21	2.22	2.21	2.19	2.20	2.40	2.40
ECE	2.45	2.43	2.42	2.40	2.41	2.24	2.20	2.25	2.22	2.23	2.10	2.28	2.45	2.44
EEE	2.48	2.47	2.42	2.40	2.04	2.21	2.25	2.28	2.30	2.27	2.30	2.33	2.56	2.54
IT	2.31	2.29	2.26	2.17	2.25	1.95	1.97	2.08	2.11	2.10	2.10	2.18	2.29	2.25
ME	2.46	2.44	2.33	2.40	2.23	2.26	2.25	1.96	2.23	2.24	2.09	2.30	2.45	2.44

2017 admitted batch MBA

Department	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2
MBA	2.33	2.34	2.27	2.27	2.38	2.38	2.29

Necessary actions should be taken to achieve the unattained PO's.

Item-5

Pedagogical methods implemented in the previous semester have been submitted. The chairperson has instructed to implement modern pedagogical methods in the upcoming semester and submit the report accordingly.

Item-6

The committee reviewed the adherence to the academic calendar for 2019-20, Semester-1.

Item-7

The chairperson reviewed the PAQIC/DAC meetings conducted.

Item-8

The chairperson instructed to collect the feedback on facilities.

Item-9

The committee decided to take necessary actions to form the alumni student's association for the 2015admitted batch.

Item-10

The chairperson reviewed the mentoring process carried out in the institution at the department level during the academic year 2018-19, Semester-I. Details attached in Annexure.

Item-11

The chairperson reviewed the administrative and academic audit for A.Y. 2018-19.

Item-12

The IQAC conducted an Awareness Program on NIRF Rankings for HEI's from 24-06-2019 to 29-06-2019. The report was submitted to the committee.



IQAC Coordinator



Principal



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