



Lr. No: RGM CET/IQAC-1/2020-21

Dt: 16-06-2020

Internal Quality Assurance Cell (IQAC)

The first meeting (24th in total) of IQAC for the academic year 2020-21 is scheduled to discuss the points mentioned in the agenda below. The meeting will be chaired by Principal & Chairperson IQAC Dr. T. Jayachandra Prasad.

Date: - 22/06/2020

Time: - 3.00 PM

Venue: - Board Room – Principal's Office

All the members and HOD's are requested prepare the necessary information pertaining to their department and present it during the meeting.

Agenda:-

1. Review of previous meeting (23rd) minutes and ratification
2. To discuss revised Annual Quality Assurance Report (AQAR)
3. To discuss Academic Audit Modalities
4. To discuss plans about NIRF-2021 as a Quality Initiative for 2020-21
5. Any other item with permission of chair
6. Report on activities of the previous academic year 2019-20, as per the format circulated earlier by respective HOD's.
7. Strategize for Promotion of Academic, Research & Consultancy, Extension and outreach activities.
8. Upgrading of syllabus and course structure.
9. Any points with permission of chair.

Dr. P.V. Gopi Krishna Rao
Coordinator – IQAC



Lr. No: RGM CET/IQAC-2/2020-21

Dt: 22-06-2020

Internal Quality Assurance Cell (IQAC)
Minutes of Meeting

Ref: Lr. No: RGM CET/IQAC-1/2020-21

Dt: 16-06-2020

The first meeting (24th in total) of IQAC for academic year 2020-21 was held on 22/06/2020. The following work was transacted in this meeting.

Principal addressed the meeting, giving importance of IQAC and need of AQAR.

Members Present:

1	Dr. T. Jaya Chandra Prasad	Chairperson
2	Dr. P. Sudharshan Reddy	Member
3	Dr. V. Siva Reddy, Professor	Member
4	Dr. D. V. Ashok Kumar	Member
5	Dr. V. Nagabhaskar Reddy	Member
6	Dr. K. Subba Reddy	Member
7	Dr, K, Muralidhara Reddy	Member
8	Dr. D. Satyanarayana	Member
9	Dr. Kumar. T. Rajamani	Member Industry
10	Dr. Gopu Srinivasulu	Member
11	Sri. N. Ravi	Member
12	Mr. M. Siva Kumar	Member
13	Sri Ravi Shekar	Member
14	Dr. P. V. Gopi Krishna Rao	Co-ordinator
15	Dr. M. SanthiRamudu	Member Management
16	Mr. K. Suresh Kumar	Member Alumni
17	Prof.(Dr.) Jagathy Raj V. P.	Member
18	Mr. K. Sandeep Kumar	Member
19	Head of the Departments- EEE, ECE, CSE , MECH, CIVIL, HS & MBA	Invitees

At the outset Dr. P. V. Gopi Krishna Rao, Co-ordinator, Internal Quality Assurance Cell welcomed Dr. T. Jayachandra Prasad Principal of RGM CET and Chairman of Internal Quality Assurance Cell, and Hon'ble members of the Internal Quality Assurance Cell to the first meeting of the IQAC for academic year 2020-21.

Next, the agenda items were taken up for discussions with the permission of the Chair.



Item No 1: Review of previous meeting minutes and ratification

Ratified the previous meeting minutes

Item No 2: To discuss revised Annual Quality Assurance Report (AQAR)

NAAC has revised the Guidelines for Submission of Annual Quality Assurance Report (AQAR) for autonomous Institutions. The revised guidelines came into existence effect from 1st July 2018. The submission of AQAR report is only through online mode. The Co-ordinator, IQAC has presented all the points are covered in the new format of AQAR to the benefit of Heads of the Departments and members of Internal Quality Assurance Cell. All the members of IQAC felt that the new format is more significant than old format.

Item No 3: To discuss Academic Audit Modalities

The monitoring and evaluation of the institutional processes require a carefully structured system of internal and external review. In view of the above, the NAAC has recommended undertaking a continuous Academic and Administrative Audits (AAA).

Academic Audit: - Academic audit can be understood as a scientific and systematic method of reviewing the quality of academic process in the institution. It is related with the quality assurance and enhancing the quality of academic activities in the Institution. Director, IQAC has presented the objectives of our institution to all the members. The objectives of an Academic Audit are:

- To understand the existing system and assess the strengths and weakness of the departments and to suggest the methods for improvement and for overcoming the weaknesses.
- To identify the existing academic and administrative mechanisms and to identify the opportunities for academic and administrative reforms etc.,
- To enhance the academic integrity, transparency, accountability and participation of stake holders among the activities of department
- To evaluate the optimum utilization of resources.
- Internal Audit modalities are presented to all the members of IQAC is enclosed.

Item No 4: To discuss plans about NIRF-2021 as a Quality Initiative for 2020-21

The committee has reviewed the following;



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- National Institutional Ranking Framework (NIRF) parameters for ranking the Institutions
- Methodology is reviewed such as, Data collection and Data capturing,
- Online Feedback System, Data verification and validation procedures.
- Discussed about the procedure for computing of scores and rankings and also discussed about additional insights such as teaching, learning and resources, research and professional practices and rank order correlation across parameters.

Action by: It was decided that IQAC will prepare a roadmap for the departments and all the Heads of the Departments will ensure necessary action towards next NIRF-2021 ranking.

Item No 5: Any other item with permission of chair

The discussion was carried out regarding conduction of online classes to students due to COVID pandemic, how to engage students and make online classes meaning full. It was also decided to have a dedicated online platform for handling classes which automatically monitors the student's involvement.

Chairman announced the conclusion of the meeting. The meeting ended with vote of thanks by Director, IQAC

**Dr. P.V. Gopi Krishna Rao
Coordinator – IQAC**



Lr. No: RGM CET/IQAC-3/2020-21

Dt: 07/08/2020

Internal Quality Assurance Cell (IQAC)

All the members and HOD's are cordially invited to the second meeting (25th in total) of IQAC of RGM CET, Nandyal for the academic year 2020-21. It is scheduled to discuss the points mentioned in the agenda below. The meeting will be chaired by Principal & Chairperson IQAC Dr. T. Jayachandra Prasad.

Date: - 10/08/2020

Time: - 3.00 PM

Venue: - Board Room – Principal's Office

Agenda:-

1. Action taken report on the proposals of 24th IQAC meeting.
2. New Industry contacts for taking up real time student projects.
3. Completion of pending syllabus & conduct Internal examinations online
4. Engaging the faculty and students during Lockdown through online courses (In view of Lockdown due to Covid19)
5. Conduct of Class work for 2020-21, till normal conditions exist
6. Issues open for discussion
 - a. NIRF & ATAL Innovation -for better ranking
 - b. E-content development through Media centre
7. Any other item with the permission of Chairperson.
 - a. Review of previous meeting minutes and ratification
 - b. To discuss revised Annual Quality Assurance Report (AQAR)
 - c. To discuss Academic Audit Modalities
 - d. To discuss plans about NIRF-2021 as a Quality Initiative for 2020-21
 - e. Any other item with permission of chair
 - f. Report on activities of the previous academic year 2019-20, as per the format circulated earlier by respective HOD's.
 - g. Strategize for Promotion of Academic, Research & Consultancy, and Extension and outreach activities.
 - h. Upgrading of syllabus and course structure.
 - i. Any points with permission of chair.

Dr. P.V. Gopi Krishna Rao
Coordinator – IQAC



Lr. No: RGM CET/IQAC-4/2020-21

Dt: 10/08/2020

Internal Quality Assurance Cell (IQAC)
Minutes of Meeting

Ref: Lr. No: RGM CET/IQAC-3/2020-21

Dt: 07/08/2020

The second meeting (25th in total) of IQAC for academic year 2020-21 was held on 10/08/2020. The following work was transacted in this meeting.

Action taken report on the proposal of 24th Meeting

Dr. P. V. Gopi Krishna Rao, IQAC coordinator presented action taken report on the Completion of pending syllabus and conduct of continuous evaluation tests through online mode to engage students and engaging the faculty and the students during lockdown through online courses due to Pandemic COVID 19.

Completion of pending syllabus & conduct of examinations

The IQAC coordinator mentioned in his presentation that, the pending syllabus for even semesters of UG & PG including MBA and MCA for the academic year 2019-20 were completed using online platform using CODETANTRA during the Pandemic Lockdown period.

The comprehensive viva-voce and Project Viva-voce for Final year UG students was conducted through Codetantra online platform as per the guidelines of JNTUA.

As JNTUA did not accept for conduction of online examinations, the midterm (internal) end semester (external) exams for the even semester of the academic year 2019-20 are scheduled offline and would be conducted from 05th October 2020.

Dr. V. Nagabhaskar Reddy, suggested conduction Lab sessions physically in order to adhere to practical exposure to the students and also make use on online open source tools to enhance the skills further.

Engaging the faculty and students during COVID Lockdown through online courses

AE



Dr. P. V. Gopi Krishna Rao said that the institution utilised the college closure period due to lockdown by efficiently engaging both students and faculty to enhance their skills through value addition courses through Coursera and NPTEL online courses. They completed the courses on higher education, new technologies, thrust areas and skill development relevant to industry and employment and research.

NIRF Ranking:

Dr. P. Sudharshan Reddy detailed the performance of RGM CET in various parameters of NIRF. In addition to this, he stressed on the areas where there is scope for improving the NIRF ranking. In this context, a detailed comparison with peer institutions was presented.

The following parameters were identified, in which is required for better ranking in NIRF

- Number of Ph.D faculty
- Ph.D scholars admission
- Number of publications, quality publications, patents & research projects
- Placements, salary package & Higher studies
- Support to economically/ socially challenged students
- Perception
 - Financial resources and their utilization
 - Encouraging the internal faculty to complete their Ph.D & recruiting the faculty with PhD qualification from outside.
 - Motivating the faculty to take up maximum possible research activity resulting in publications in Web of Science (WoS)/ Scopus, patent filing, Research projects and Consultancy activities.
 - Placements with higher package and higher studies
 - Supporting economically/ socially challenged students further.
 - Taking measures for improving perception through constituted committee
 - Allocating possible improvement in the budget for 'Financial resources & their utilization'.

ATAL rankings of Institutions on Innovation Achievements (ARIIA)

Stress was made to improve the performance and work on various parameters of ARIIA. The members identified the following areas to strengthen the innovations in the institution.



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- Starting few more pre incubation centres and strengthening the existing incubation centres in partnership with industries at the department level.
- Establishment of incubation centre at institute level
- Establishment of Co-incubation partnership with the outside incubation centres
- Identification of investors to our innovations and start-ups
- Creation of webpage with IIC icon in RGM CET web portal
- Applications for financial support from ATAL funding for higher education.
- Involving alumni to establish innovation centres in the campus.
- Encouraging the students to participate in SMART hackathons for improving the chances of getting internships in famous companies like Google, Intel, Robert Bosch, HCL etc.

E-Content development – Recording/Lecture capturing facility

Dr. K. Subba Reddy, Head, CSE talked about the existing facilities for E-Content development and necessary steps planned for improving it in the college. Codetrantra the tool that is being used for teaching classes can also be used for recording the classes.

The members also suggested for going for professional (paid) version of Google classroom for recording the lectures delivered by faculty through google meet, to overcome the number of participants limitation and to avoid network disturbances.

Dr. K. Muralidhara Reddy, suggested to utilize the virtual labs developed by IIT consortium Under the National Mission on Education through ICT.

Dr. P.V. Gopi Krishna Rao
Coordinator – IQAC