6.5.2(2)

Minutes of IQAC

SRI VENKATESWARA COLLEGES
SRIKAKULAM

SRI VENKATESWARA COLLEGES OF ENGINEERING AND TECHNOLOGY

ISO 9001:2015 Ceritifed

(Approved by AICTE, New Delhi, Affiliated to JNTUGV, Vizianagaram)

Office:+9109705576695, Email:principal_svcet@yahoo.com,
URL: www.svcet.net

SRI VENKATESWARA
COLLEGE OF ENGINEERING & TECHNOLOGY
ISO 9001:2015 Certified
(Approved by AICTE, New Delhi, Affiliated to JNTUGV, Vizianagaram)
Office : +91 9705576693, email: principal_svcet@yahoo.com, website: www.svcet.info

Ref: SVCET/IQAC/minutes/2022-23/02

Minutes of IQAC meeting No.2

Date: 09-02-2023

Members attended:

S.No.	Name	Designation	Position	Signature
1	Dr SCV Ramana Murty Naidu	Principal	Head of the Institute Chairperson	
2	Sri.I.Kishore	Management Member	Management Member	
3	Sri.M Venu Gopala Rao	Vice President	Industrialist Member	
4	Dr.K.E.V.Nagoji	Principal SVPC	External Expert Member	
5	Dr.B.V.S.N.Murthy	Academician	External Expert Member	
6	V.K.Chakravarthi	HoD- CE	IQAC Coordinator	
7	A. Appa Rao	HoD- EEE	Faculty Member	
8	Dr N Mahesh Kumar	HOD-ME	Faculty Member	
9	D.Tirumala Rao	HoD- ECE	Faculty Member	
10	S Bhaskara Rao	HoD- CSE	Faculty Member	
11	PSSRM Raju	HoD- AIML	Faculty Member	
11	Dr K Satyam	HoD- MBA	Faculty Member	
12	Dr K Aravind Kumar	HoD- BS&H	Faculty Member	
14	Ippili Rama Rao	Parent	Stake Holder Member	
15	Ippili Himabindu	Student	Student Member	
16	Sanapala Manohar	Student	Student Member	

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Sri Venkateswara College of Engineering & Technology
ETCHERLA, Srikakulam-532410 (A.P)

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The following points are discussed

Facility improvement/ accreditation work:

NAAC process initiation for 2nd cycle

It is discussed that NAAC application SSR shall be planned in 2023. In view of few changes in HODs, the present HODs are to collect information for the last five years and record.

Library membership renewal/ periodicals/ journals subscription:

Librarian is informed to submit various proposals and requirements for library for coming academic year 2023-24. Periodicals and books purchases to be improved.

Curricular aspects:

University status change JNTUGV from JNTUK:

Members discussed the impact of change of affiliation from existing JNTUK to JNTUGV from academic year 2022-23. Members opted that the present policy delays from JNTUGV shall be sorted out soon. It is also confirmed that all administrative works shall be overseen by JNTUGV for SVCET. Students will get testimonials/ marks memos/ PC/ degree etc. will be hereafter issued from JNTUGV only.

Academics/ Research/ Faculty improvement:

It is discussed that academic incentives shall be provided for faculty participating in active research. Lab facilities can be utilized for needy faculty. Proposals from faculty are sought for carrying out research in SVCET.

Co-curricular/ extra-curricular/ Innovations and developments/ placements:

Review of companies visiting for placements for 2022-23 is discussed. It is discussed to train students for placements. Eminent resource persons shall be invited for training.

Review of internship/ CSP/ CRT/ APSCHE LMS:

It is discussed to adapt LMS portal of APSCHE for all internships. It is mandatory as per university norms.

Co-ordinator
IQAC
Sri Venkateswara College of Engineering & Technology
ETCHERLA, Srikakulam - 532 410 (A.P)

PRINCIPAL
Sri Venkateswara College of Engineering&Technology
ETCHERLA, Srikakulam-532410 (A.P)

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Ref: SVCET/IQAC/minutes/2022-23/01

Minutes of IQAC meeting No.1

Date: 12-07-2022

Members attended:

S.No.	Name	Designation	Position	Signature
1	Dr S C V Ramana Murty Naidu	Principal	Head of the Institute Chairperson	
2	Sri.I.Kishore	Management Member	Management Member	
3	Sri.M Venu Gopal Rao	Vice President	Industrialist Member	
4	Dr.K.E.V.Nagoji	Principal SVPC	External Expert Member	
5	Dr.B.V.S.N.Murthy	Academician	External Expert Member	
6	V.K.Chakravarthi	HoD- CE	IQAC Coordinator	
7	A. Appa Rao	HoD- EEE	Faculty Member	
8	Dr N Mahesh Kumar	HOD-ME	Faculty Member	
9	D.Tirumala Rao	HoD- ECE	Faculty Member	
10	S Bhaskara Rao	HoD- CSE	Faculty Member	
11	PSSRM Raju	HoD- AIML	Faculty Member	
11	Dr K Satyam	HoD- MBA	Faculty Member	
12	Dr K Aravind Kumar	HoD- BS&H	Faculty Member	
14	Rajapu Ramana Murthy	Parent	Stake Holder Member	
15	Rajapu Leela Vara Prasad	Student	Student Member	
16	Gottipalli Revathi	Student	Student Member	

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The following points are discussed

Facility improvement/ accreditation work:

NAAC process initiation for 2nd cycle

- Members discussed about the current accreditation status of SVCET. It is discussed to process accreditation work towards NAAC cycle-2.

Review of books availability in library/ lab equipment/infrastructure:

- Status of library books availability for all departments is reviewed. It is informed to submit requirement of books to librarian.
- It is informed to submit proposals for improving lab/ infrastructure facilities. HoDs are to monitor cycle wise experiments conducted and students regularity. HODs are informed to submit status of lab equipment and their working condition. Repair works to be initiated if necessary.

Curricular aspects:

University status change from JNTUK to JNTUGV:

Members discussed the change of affiliation from existing JNTUK to JNTUGV from academic year 2022-23. It is informed that SVCET given their accord for changing from JNTUK to JNTUGV. No objection letter is submitted in this regard. Students admitted from this academic year and pursuing students will be under JNTUGV.

Academics/ Research/ Faculty improvement:

It is discussed to nominate faculty with funding for attending FDPs/ workshops/ seminars etc. Conducted by premier colleges particularly in offline mode. Proposals in this regard shall be submitted for approval.

Student's performance / project works/ monitoring

Performance of Students relieved in 2021 is discussed. It is noticed that average pass performance of students is 80%.

S.No.	Name of the Programme	No. of Students Appeared	No. of Students Passed	Pass Percentage (%)
1	B.Tech-CE	42	35	83.33
2	B.Tech-EEE	36	29	80.55
3	B.Tech-MECH	100	82	82.00
4	B.Tech-ECE	32	29	90.62
5	B.Tech-CSE	34	31	91.17
6	MBA	78	64	82.05
7	M.Tech-PE	04	04	100
8	M.Tech-TE	11	08	72.72
9	M.Tech-VLSID	03	03	100
10	M.Tech-CSE	03	03	100

Co-curricular/ extra-curricular/ Innovations and developments/ placements:

Review of placements for 2021-22 is discussed. It is recorded that total offers is 122 in various companies. Majority placements are soft ware related. It is discussed to improve placements in core companies next year. Members stressed the importance and registration of students in TCS NQT and improve qualifying. It is discussed to plan curricular supporting events for students in 2022-23.

Review of internship/ CSP/ CRT/ APSCHE LMS:

It is informed that as per revised regulations CSP / Internship are included in curriculum. All batches have to perform CSP and Internship. JNTUGV Schedule is to be followed. Registrations in APLMS and subsequent follow up is reviewed and confirmed. HOD-AIML is nominated as coordinator from SVCET for AP LMS.

Co-ordinator
IQAC
Sri Venkateswara College of Engineering & Technology
ETCHERLA, Srikakulam - 532 410 (A.P)

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Sri Venkateswara College of Engineering&Technology
ETCHERLA, Srikakulam-532410 (A.P)

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Ref: SVCET/IQAC/minutes/2021-22/02

09-03-2022

S.No.	Name	Designation	Position	Signature
1	Dr SCV Ramana Murty Naidu	Principal	Head of the Institute Chairperson	
2	Sri.I.Kishore	Management Member	Management Member	
3	Sri.M Suresh	Manager	Industrialist Member	
4	Dr.K.E.V.Nagoji	Principal SVPC	External Expert Member	
5	Dr.B.V.S.N.Murthy	Academician	External Expert Member	
6	V.K.Chakravarthi	HoD- CE	IQAC Coordinator	
7	D.Tirumala Rao	HoD- ECE	Faculty Member	
8	Dr N Mahesh Kumar	HoD- ME	Faculty Member	
9	A. Appa Rao	HoD- EEE	Faculty Member	
10	S Bhaskara Rao	HoD- CSE	Faculty Member	
11	V.Santhi	HoD- MBA	Faculty Member	
12	Dr. P.Prasanna Kumar	HoD- BS&H	Faculty Member	
13	Suravaram Venkata Ramana	Parent	Stake Holder Member	
14	Suravaram Venkatesh	Student	Student Member	
15	Pinninti Praneetha	Student	Student Member	

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The Minutes of the meeting are as follows:

The meeting commenced with the opening remark of the principal about the importance of Internal Quality Assurance Cell and its functions.

1. The IQAC coordinator welcomed all the members to the Internal Quality Assurance Cell meeting.
2. The minutes of the last meeting were reviewed.
3. The following activities were discussed by the committee:
   i) Mid-term examination marks were reviewed and weak students are to be counseled and required to take remedial classes.
   ii) Placement training activities and drives to be conducted as per the schedule.
   iii)The faculty members have to attend FDPs, Workshops, Seminars, Conferences etc for the professional development
   iv) The faculty members have to publish papers in reputed journals.
   v)The students have to attend the add on courses, workshops and various technical events
   vi)The Students have to participate in co-curricular and extra-curricular activities.
   vii) Syllabus coverage of even semester subjects were reviewed and decided to take extra classes in few subjects to improve the pass percentage.
   viii) Website Updation to be monitored by the web master.
   ix)Decided to conduct a technical symposium in the month of April.

4.The IQAC coordinator proposed the vote of thanks and the meeting came to an end.

Co-ordinator
IQAC
Sri Venkateswara College of Engineering & Technology
ETCHERLA, Srikakulam - 532 410 (A.P)

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Sri Venkateswara College of Engineering&Technology
ETCHERLA, Srikakulam-532410 (A.P)

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ISO 9001:2015 Certified
(Approved by AICTE, New Delhi, Affiliated to JNTUK, Kakinada)
Office : +91 7901467802, email: principal_svcet@yahoo.com, website: www.svcet.info

Ref: SVCET/IQAC/minutes/2021-22/01

Minutes of IQAC meeting No.1

Date: 17-07-2021

Members attended:

S.No.	Name	Designation	Position	Signature
1	Dr SCV Ramana Murty Naidu	Principal	Head of the Institute Chairperson	
2	Sri.I.Kishore	Management Member	Management Member	
3	Sri.M Suresh	Manager	Industrialist Member	
4	Dr.K.E.V.Nagoji	Principal SVPC	External Expert Member	
5	Dr.B.V.S.N.Murthy	Academician	External Expert Member	
6	Dr Paidi Annannaidu	HoD- CSE	Faculty Member	
7	V.K.Chakravarthi	HoD- CE	IQAC Coordinator	
8	Dr N Mahesh Kumar	HOD-ME	Faculty Member	
9	A. Appa Rao	HoD- EEE	Faculty Member	
10	D.Tirumala Rao	HoD- ECE	Faculty Member	
11	Dr K Satyam	HoD- MBA	Faculty Member	
11	Dr P Prasanna Kumar	HoD- BS&H	Faculty Member	
12	K Rama Krishana	Parent	Stake Holder Member	
14	Palepu Simhachalam	Student	Student Member	
15	Jami Pravalika	Student	Student Member	

Members Welcomed New Principal Dr SCV Ramana Murty Naidu to the meeting.

The following points are discussed

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Facility improvement/ accreditation work:

NAAC process initiation for 2nd cycle

- Members discussed about the current accreditation and validity status of SVCET. It is discussed to differ application for renewal for next year 2022. Principal will review the process and will submit shortfalls if any.

Review of books availability in library

Status of library books availability for all departments is reviewed. It is informed to submit requirement of books to librarian for the even semester. Library timings is reviewed. It is discussed keep library open till 5:30 PM.

- HODs are informed to submit status of lab equipment and their working condition. Repair works to be initiated if necessary. HoDs are informed to submit list of experiments cycle wise and verify the requirement.

Curricular aspects:

Members discussed the requirements as per R19 regulations. It is discussed that mandatory internship is introduced for students. Advised for Action plan and process to be taken up.

Academics/ Research/ Faculty improvement:

Reviewed the syllabus change and labs for R19 with R16. Faculty is to monitor slow learning students and conduct remedial classes.

Student's performance / project works/ monitoring

- Schedule for PG and UG Project review and submission of project titles
- It is discussed to focus on field application related projects and live projects.
- Results of 2021 relieved students are discussed. It is advised to improve results for M.Tech (TE) students.

Sl.No.	Name of the Programme	No. of Students Appeared	No. of Students Passed	Pass Percentage (%)
1	B.Tech-CE	42	35	83.33
2	B.Tech-EEE	36	29	80.55
3	B.Tech-MECH	100	82	82.00
4	B.Tech-ECE	32	29	90.62
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6	MBA	78	64	82.05
7	M.Tech-PE	04	04	100
8	M.Tech-TE	11	08	72.72
9	M.Tech-VLSID	03	03	100
10	M.Tech-CSE	03	03	100
	Total	343	288	83.96

Co-curricular/ extra-curricular/ Innovations and developments/ placements:

Review of placements for 2020-21 is discussed. It is discussed to improve placements due to Covid-19 recruitment are delayed. Suggested to improve placements either on campus or off campus.

Co-ordinator
I Q A C
Sri Venkateswara College of Engineering & Technology
ETCHERLA, Srikakulam - 532 410 (A.P)

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Sri Venkateswara College of Engineering & Technology
ETCHERLA, Srikakulam-532410 (A.P.)

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NH-5,ETCHERLA-532410, SRIKAKULAM(Dist.), ANDHRA PRADESH
Web : www.svcet.info, Email : principal_svcet@yahoo.com

Ref: SVCET/IQAC/minutes/2020-21/02

12-02-2021

S.No.	Name	Designation	Position	Signature
1	Dr V Surender Reddy	Principal	Head of the Institute Chairperson	
2	Sri.I.Kishore	Management Member	Management Member	
3	Sri.M Suresh	Manager	Industrialist Member	
4	Dr.K.E.V.Nagoji	Principal SVPC	External Expert Member	
5	Dr.B.V.S.N.Murthy	Academician	External Expert Member	
6	V.K.Chakravarthi	HoD- CE	Faculty Coordinator	
7	G.M.Anitha Priyadarsini	HoD- ECE	Faculty Member	
8	Dr N Mahesh Kumar	HoD- ME	Faculty Member	
9	A. Appa Rao	HoD- EEE	Faculty Member	
10	R.V.L.S.N.Sastry	HoD- CSE	Faculty Member	
11	V.Santhi	HoD- MBA	Faculty Member	
12	Dr. P.Prasanna Kumar	HoD- BS&H	Faculty Member	
13	D.Tirumala Rao	Associate Professor	Faculty Co-Coordinator	
14	G Raja Rao	Parent	Stake Holder Member	
15	Sanapala Shanmukha Raju	Student	Student Member	
16	Gurugubelli Sandhya	Student	Student Member	

Facility improvement:

Review of status and Process plan for NBA 2022

- It is informed to work for department development in NBA perspective. It is planned to submit application for NBA accreditation in 2021. Eligible departments for NBA are CE, ME, ECE and CSE where the admission is more than 50%. Pre-qualifier application is to be readied for next review in September 2021.

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Curricular aspects:

- Reviewed substitute subjects and nomination of faculty
- Reviewed student's attendance and syllabus coverage for Mid-1.Syllabus coverage for Mid-1 is discussed. It is informed to review syllabus for slow learners. HoD's informed to ready attendance registers and uploads in JNTUK. All HoD's are informed to cross check syllabus coverage with students.

Students counseling and Schedule for Remedial classes

- Remedial class time table for year wise is to be submitted by 20-02-2021.

Conduction of internal examinations and format for question paper

- Syllabus coverage for mid examinations and readiness is discussed. It is suggested to improve internal marks attainment for students. All departments are advised to follow uniform format for question paper.

Students performance / project works/ monitoring

- Result analysis for IV-1, III-I and II-1
- Summarized Branch wise and year wise results of IV-1, III-I and II-1 for 2015, 2016 and 2017 admitted batches are reviewed. The overall performance of students in all branches is less. Members informed to focus on the teaching learning process and improve results. It is informed that, HoD's to discuss with failed students and concerned subject teachers and identify lacunas. Few departments where IV-I results is less are advised to monitor class work and to improve results.
- Status of UG projects, list of guides and progress of work

  Status of guide's allotment for UG project is reviewed. It is discussed to identify thrust areas and development of working model for Project expo. It is informed that ISVC, SVC initated supporting innovative projects. Project Progress review is to be conducted after mid-1 exams.

Innovations and developments:

- Smart India hackathon 2021 and nomination of team leaders
  It is discussed to depute students for smart Hackathon planned by Govt. HOD-CSE and System administrator J Janardhan Rao is to coordinate.

Co-ordinator
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NH-5,ETCHERLA-532410, SRIKAKULAM(Dist.), ANDHRA PRADESH
Web : www.svcet.info, Email : principal_svcet@yahoo.com

Ref: SVCET/IQAC/minutes/2020-21/01

Minutes of IQAC meeting No.1

Date: 13-11-2020

Members attended:

S.No.	Name	Designation	Position	Signature
1	Dr V Surendra Reddy	Principal	Head of the Institute Chairperson	
2	Sri.I.Kishore	Management Member	Management Member	
3	Sri.M Suresh	Manager	Industrialist Member	
4	Dr.K.E.V.Nagoji	Principal SVPC	External Expert Member	
5	Dr.B.V.S.N.Murthy	Academician	External Expert Member	
6	V.K.Chakravarthi	HoD- CE	IQAC Coordinator	
7	A. Appa Rao	HoD- EEE	Faculty Member	
8	Dr N Mahesh Kumar	HOD-ME	Faculty Member	
9	G M Anitha Priyadharashini	HoD- ECE	Faculty Member	
10	RVLSN Sastry	HoD- CSE	Faculty Member	
11	V Santhi	HoD- MBA	Faculty Member	
12	P Prasanna Kumar	HoD- BS&H	Faculty Member	
13	M Srinivasa Rao	Parent	Stake Holder Member	
14	Polaki Prasad	Student	Student Member	
15	Koyyana Srinivasa Rao	Student	Student Member	

The following points are discussed

Facility improvement/ accreditation work:

- It is informed that NAAC accreditation is up to July 2021. Members discussed about the SSR readiness for applying NAAC cycle-2. Detailed plan of action is to be submitted for approval.
- Submission of proposals to AICTE for 2021-22

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- The following are the identified areas for departments

Name of department	Proposal scheme	Date
CE	MODROBS	29-11-20 to 7-12-2020
ECE	RPS and STTP	By 24-11-2020
EEE	STTP	22-11-2020
Mech	STTP and MODROBS	26-10-2020 and 17-12-2020
MBA	RPS	20-12-2020

Review of books availability in library for the even semester

- Status of library books availability for all departments is reviewed. It is informed to submit requirement of books to librarian for the even semester by 21-11-2020.

- HoDs are informed to submit status of lab equipment and their working condition. Repair works to be initiated if necessary. HoDs are informed to submit list of experiments cycle wise and verify the requirement.

Curricular aspects:

- Reviewed the status of workshops and seminars conducted by departments. It is discussed to improve guest lecturers/ workshop/ seminars for the benefit of students. Either online or off line mode shall be planned. Each department shall plan activity and conduct accordingly. Proposals in this regard shall be submitted.
- Review of I year class work and Work load distribution for 2020-21- II semester for II,III and IV years is discussed. It is discussed to conduct more remedial classes for slow learners. Work load for the II semester and time tables submission is discussed and confirmed.

Academics/ Research/ Faculty improvement:

All faculty need to register for NPTEL/SWAYAM courses HoD's are informed to monitor.

Student's performance / project works/ monitoring

- Schedule for PG and UG Project review and submission of project titles

- It is discussed to prepare schedule of UG and PG project review is to be prepared and circulated in departments.
- Reviewed performance of students 2019-20 relieved batch.

S.No.	Name of the Programme	No. of Students Appeared	No. of Students Passed	Pass Percentage (%)
1	B.Tech-CE	38	31	81.57
2	B.Tech-EEE	36	30	83.33
3	B.Tech-MECH	65	53	81.53
4	B.Tech-ECE	29	24	82.75
5	B.Tech-CSE	37	30	81.08
6	MBA	117	97	82.90
7	M.Tech-PE	03	02	66.66
8	M.Tech-TE	07	06	85.71
9	M.Tech-VLSID	06	05	83.33
10	M.Tech-CSE	04	03	75.00
11	M.Tech-CS	02	02	100

Co-curricular/ extra-curricular/ Innovations and developments:

Biometric registration for UG and PG students

- Biometrics registrations for UG and PG to be completed by 20-12-20
- Students attending GATE exam are to be facilitated by conducting GATE Classes. HoD's to monitor and schedule GATE classes.

Co-ordinator
IQAC
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