

**INTERNAL QUALITY ASSURANCE CELL (IQAC)
OF
NRI INSTITUTE OF TECHNOLOGY
POTHAVARAPPADU – 521 212**

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Dr. C. NAGA BHASKAR
CHAIR PERSON

Date: 10.06.2013

**PROCEEDINGS OF THE 3rd INTERNAL QUALITY ASSURANCE CELL (IQAC)
MEETING OF NRI INSTITUTE OF TECHNOLOGY,
HELD AT 10.00 A.M. ON 10.06.2013**


MEMBERS PRESENT:

1. Dr. C. Naga Bhaskar,
Principal
2. Dr. M.V.N. Sarma,
Director
3. Dr. D. Kailasa Rao, Dean
4. Prof. N. Sambasiva Rao,
EEE HOD
5. Prof. B. Mouleswara Rao,
MCA HOD
6. Prof. V. Sudhakara Rao,
IT HOD
7. Prof. R. Vijaya Krishna,
ME HOD
8. Prof. M. Babu Prasad,
BS&H HOD
9. Dr. N.V. SURENDRA BABU
Placement Officer
10. Sri N. MADHAVA RAO
Administrative Officer
11. Mr. D. Rama Krishna,
Managing Director. Efftronics Limited, Vijayawada. **Nominee of Industrialist**
12. Dr. V. Suryanarayana,
Co-ordinator, IQAC

S.No	SUBJECT	RESOLUTION
1	Welcome:	Our Principal, Chairman IQAC welcomed the gathering consisting of the members of newly constituted IQAC.
2.	Composition of IQAC:	<p>1.Dr. C. Naga Bhaskar, Principal</p> <p>2.Dr. M.V.N. Sarma, Director</p> <p>3. Dr. D. Kailasa Rao, Dean</p> <p>4. Prof.. N. Sambasiva Rao, EEE HOD</p> <p>5. Prof. B. Mouleswara Rao, MCA HOD</p> <p>6.Prof. V. Sudhakara Rao, IT HOD</p> <p>7.Prof. R.Vijaya Krishna, ME HOD</p> <p>8.Prof. M. Babu Prasad, BS&H HOD</p> <p>9 Dr. N.V. SURENDRA BABU Placement Officer,</p> <p>10. Sri N. MADHAVA RAO Administrative Officer</p> <p>11.Mr. D. Rama Krishna, Nominee of Industrialist</p> <p>12.Dr. V. Suryanarayana, Co-ordinator, IQAC</p>
3	Approval of the Previous meetings minutes	The previous meeting minutes and the action taken report for the previous meeting were discussed among the members and the minutes was approved by the members.
4	Presentation on IQAC	<p>The Chairman of IQAC presented the objectives of IQAC</p> <p>1. To develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the Institution.</p> <p>2. To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.</p> <p>The IQAC Chairman presented the functions of IQAC.</p> <p>3. Arrangement for feedback response from students, parents and other stakeholders on quality-related institutional processes</p> <p>4. Dissemination of information on various quality parameters of higher education.</p> <p>5. Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles</p> <p>5.Programmes / activities leading to quality improvement;</p> <p>6. Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices</p> <p>7.Development and maintenance of institutional database through MIS for the purpose of maintaining</p>

		<p>/enhancing the institutional quality</p> <p>8. Preparation of the annual quality assurance report as per guidelines..</p> <p>The IQAC Chairman presented the IQAC Benefits</p> <ol style="list-style-type: none"> 1. Ensure high end level of clarity and focus in institutional functioning towards quality enhancement. 2. Ensure internalization of the quality culture. 3. Ensure enhancement and coordination among various activities of the institution and institutionalize all <u>good practices</u>
5	Action Plan for the year	To improve the student performance In academic and Placement activities. To improve the quality of research by faculty and students and innovation.
6	Actions to be taken	Interdisciplinary Projects News paper Reading Hour.
7	Vote of Thanks	The IQAC chairman proposed vote of thanks.


IQAC Coordinator


PRINCIPAL
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NRI Institute of Technology
Pothavarappadu (V), Agiripalli (M)

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Dr. C. NAGA BHASKAR
CHAIR PERSON

Date: 05.03.2014

**PROCEEDINGS OF THE 4th INTERNAL QUALITY ASSURANCE CELL (IQAC)
MEETING OF NRI INSTITUTE OF TECHNOLOGY,
HELD AT 10.00 A.M. ON 05.03.2014**

MEMBERS PRESENT:

1. Dr. C. Naga Bhaskar,
Principal
2. Dr. M.V.N. Sarma,
Director
3. Dr. D. Kailasa Rao, Dean
4. Prof. N. Sambasiva Rao,
EEE HOD
5. Prof. B. Mouleswara Rao,
MCA HOD
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12. Dr. V. Suryanarayana,
Co-ordinator, IQAC

S.No	SUBJECT	RESOLUTION
1	Welcome:	Our Principal, Chairman IQAC welcomed the gathering consisting of the members of newly constituted IQAC. The IQAC members are chosen based on the NAAC guidelines. The composition of IQAC is
2.	Approval of the Previous meeting minutes	The previous meeting minutes were presented and the action taken report for the previous meeting was also discussed.
3	Other Suggestions from the IQAC members	1. The Secretary informed the formation of two committees to improve the quality of teaching and learning. Academic Audit Committee headed by Prof. V.Ramana Result Analysis and Follow up- Prof.M.Ravindran. To have a fruitful discussion with this committee, a pre meeting involving the Heads of Departments will be conducted on 25.11.13. For the First Year Management students in the incoming year, the bridge course will start from June 15, 2014. The Dean Suggested some valuable points. 1. New Industries must be identified for Industrial visit 2. Mentor - Mentee system must be closely followed 3. Blended Learning and E-learning - A meeting on 30.05.14 is being arranged for the HoDs and Special interest group members of the E-learning team on the Topic - Blended learning - The Kamaraj Way. The idea is to implement E-learning for two to three subjects per section. The subjects are to be identified. The TDP cell in charge Mr. S. Aswath informed that 27 days of training programme was given to the students this academic year compared to the 17 days of programme the previous year. Ms. Vani Natarajan suggested that students project must be given wide publicity. Mr. Shyam Raj, Alumni representative, spoke about communication and leadership skills and he suggested a club with limited members similar to Toast Masters Club may be started to improve the public speaking skills of the students.
4	Presentation of the report on the Current status by Coordinator, IQAC	A presentation about the programmes conducted, publications and the achievements of the college after the second meeting was shown and notes about this discussion was initially prepared and sent to all the IQAC members. The coordinator gave a glimpse about the programmes to be conducted to improve the Internal Quality. 1. To conduct a programme for our staff members regarding the proposal writing for various funding agencies - Dr. S. Mohan (to be invited/ has agreed) 2. Inauguration of Library club, Book exhibition, Inception of Best Utiliser Award
5	Vote of Thanks	The IQAC chairman proposed vote of thanks.


IQAC Coordinator


PRINCIPAL
NRI Institute of Technology
Pothavarappadu