

RAMIREDDY SUBBARAMI REDDY ENGINEERING COLLEGE
(AUTONOMOUS)



Accredited with 'A' Grade by NAAC | Approved by AICTE | Affiliated to JNTUA
Recognized by UGC under section 2(f) of UGC Act, 1956 | An ISO Certified Institution
NH-16, Kadanuthala – 524142, Bogole (M), Kavali, S.P.S. Nellore Dist., A.P.
Ph: 08626 – 255655 Fax: 08626 – 255655 E-mail: rsrenggcollege@gmail.com



Lr.No.48/IQAC/2023/Dated: 11-12-2023

CIRCULAR

The IQAC meeting is scheduled on 14-12-2023, 11.00 am at Director Chamber. All the members of the IQAC are requested to attend the meeting. The agenda for the meeting is presented below,

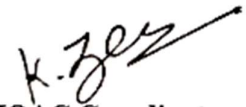
Agenda of the meeting:

1. Action taken & discussion from the previous IQAC meeting conducted on 15-09-2023.
2. Review of Quality plan components.
3. ISO 9001, ISO 14001 & ISO 50001 Internal Audit and submission.
4. Student Feedback Mechanism.
5. Review of Academic Audit Findings
6. Discussion on Community Outreach Programs
7. Strategies for Improving Faculty Development
8. Review of Student Grievance Redressal Mechanism
9. Any other points with the permission of chairperson.

Copy to:

1. All Members.
2. Notice board.




IQAC Coordinator

Coordinator - IQAC
Ramireddy Subbarami Reddy
Engineering College
NH-5, Kadanuthala - 524142

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Internal Quality Assurance Cell (IQAC)

Minutes of the IQAC meeting held on 14-12-2023

The IQAC coordinator welcomed all the members of the meeting. The following points were discussed in the meeting.

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The Minutes of the Meeting is as follows:

1. Action taken & discussion from the previous IQAC meeting

The minutes of the previous IQAC meeting held on 15-09-2023., were reviewed and approved without any modifications. It was noted that most of the planned actions had been successfully implemented with an action report.

2. Review of Quality plan components.

The IQAC Coordinator presented a detailed review of the quality plan components, ensuring alignment with NAAC (National Assessment and Accreditation Council) metrics as follows;

- Teaching-Learning and Evaluation (Criterion II): Adoption of innovative teaching methods, including ICT tools. Continuous assessment methods to ensure transparency in evaluations. Enhancements in faculty qualifications and professional development.
- Research, Innovations, and Extension (Criterion III): Increased focus on research output and publications. Strengthening industry collaborations for resource mobilization.

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- The committee approved the updated quality plan with minor modifications and emphasized the importance of continuous monitoring and evaluation to achieve desired outcomes.

3. ISO 9001, ISO 14001 & ISO 50001 Internal Audit and submission.

- The IQAC Coordinator Mr. Jagadeesh Kasi presented the findings of the internal audit for ISO 9001 (Quality Management), ISO 14001 (Environmental Management), and ISO 50001 (Energy Management).
- Key areas of compliance and non-compliance were discussed.
- The final audit report will be submitted to the relevant authorities by December 31, 2025.

4. Student Feedback Mechanism.

Revamping Student Feedback for Continuous Improvement: The IQAC Coordinator presented a plan to strengthen the student feedback mechanism, aiming for a more comprehensive approach. This revamped system will incorporate:

- Regular Online Surveys: The institute will introduce online surveys conducted at regular intervals. This will allow students to provide feedback more conveniently and efficiently.
- Suggestion Boxes: Strategically placed suggestion boxes will offer students a simple platform to share their thoughts and recommendations.
- Focus Group Discussions: In-depth discussions with smaller student groups will provide deeper insights into student experiences and perspectives.

Empowering Quality with Feedback:

- The IQAC will take full responsibility for managing the student feedback system. All collected feedback will be systematically analyzed and utilized to drive quality improvement initiatives across various aspects of the institute. This ensures that student voices directly influence positive changes.

Transparency and Shared Responsibility:

- To promote transparency and accountability, the IQAC will prepare an annual student feedback report. This report will be shared with all stakeholders, including faculty members. In instances where faculty performance indicators fall below expectations based on student feedback, the report will be used to facilitate targeted improvements.

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- This revised version clarifies the purpose and benefits of the new student feedback system. It emphasizes the role of feedback in driving quality improvement and promotes transparency by ensuring the report is shared with all stakeholders.

5. Review of Academic Audit Findings

- The IQAC Coordinator Mr. Jagadeesh Kasi has presented the findings from the recent academic audit. Key strengths included robust curriculum design and effective teaching methodologies. Areas for improvement included the need for better documentation of external assessments and enhancing research output. An action plan to address these areas was discussed and approved.
- The IQAC Coordinator with the approval from the management has discussed the Perks in the newly formed research incentives to the faculty and students. The committee approved the research policy and the provided incentives.

6. Discussion on Community Outreach Programs

- The members highlighted the importance of community engagement and proposed several outreach initiatives, including health camps, literacy drives, and environmental awareness programs.
- The committee agreed to prioritize these initiatives and plan activities for the upcoming semester.

7. Strategies for Improving Faculty Development

- Prof. Lilly Grace Mary proposed organizing a series of faculty development programs focusing on contemporary teaching techniques and research skills.
- It was decided to invite eminent scholars and industry experts for workshops and seminars.
- A budget allocation for these programs was approved.

8. Review of Student Grievance Redressal Mechanism

- The IQAC Coordinator Mr. Jagadeesh Kasi has reviewed the current grievance redressal mechanism and suggested improvements for more effective handling of student complaints.

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- The committee decided to streamline the process by introducing an online portal for grievance submission and tracking.
- The timeline for implementing this portal was set for the next academic session.

9. Any other points with the permission of chairperson.

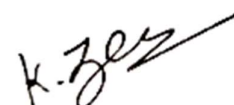
- The members requested the inclusion of more extracurricular activities to enhance student engagement. The committee agreed to consider this and proposed the formation of an extracurricular committee.

The meeting concluded with a vote of thanks to the chair. The IQAC coordinator thanked all the members for attending the meeting.

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IQAC Coordinator

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The following members were present for the IQAC meeting on 14-12-2023,

S. No.	Name of the Person	Designation
Chair Person (HEI- Head of the Institution)		
01	Dr. P.V.N Reddy	Principal
Member from Management		
02	Er. R. Pratapkumar Reddy	Chairman & Correspondent
03	Prof. Dr. K. Raja Reddy	Director-RSR Engg. College
04	Mr. R.V. Ramana Reddy	Administrative Officer
IQAC Coordinator		
05	Mr. Jagadeesh Kasi	IQAC Coordinator
Members from Faculty		
06	Mr. V. Suneel Reddy	HOD of ECE
07	Dr. N. Krishna Chaitanya	Prof. of ECE
08	Dr. B. Satya Narayana Reddy	Asst. Prof. of CE
09	Dr. V. Raveendra Reddy	Asso. Prof. of EEE
10	Dr. M. Obulesu	Prof. of H & S
11	Mrs. K. V. S. Gayathri	HOD of MBA
12	Dr. CH. Amarnatha Sarma	Asst. Prof of ECE
13	Mrs. K. Lilly Grace Mary	Asst. Prof. of CSE
14	Mr. Ezra Sadepalli	Asst. Prof of EEE
Nominees – Industrial Experts & Employer		
15	Mr. Challa Sasi Reddy	Asst. Consultant, TCS.
16	Mr. K. Koteswara Rao	Sr. Manager-Engg, Open Text Technologies India Pvt. Ltd.
17	Mr. I. Hari Babu	Senior Manager, Orient Cements.
Nominees from Student, Alumni & Parent		
18	Mr. M. Deva	Nominees (Student Member)
19	Mr. E. Daya Sankalp	Nominees (Alumni Member)
20	Mr. T. Ramesh Reddy	Nominees (Parent Member)