

14-02-2017

Dr. Ch. Hanumantha Rao
Dean (Quality)

To:
The Registrar
K L University
Vaddeswaram.

Sir:

Sub: Conduct of IQAC Advisory Committee Meeting – Request to obtain the approval –
Reg.

It is proposed to conduct IQAC Meeting with all the members on 18th February, 2017 at 4.00 P.M. in the Conference hall (F-008).

In this connection, I request you to kindly obtain the approval from the Hon'ble Vice-Chancellor and inform all the members of IQAC to attend the proposed meeting.

The agenda for the meeting is enclosed.

Yours Faithfully

Dean (Quality)

Orders of Vice-Chancellor dt. 16-02-2017

CIRCULAR

Sub: Conduct of IQAC Meeting on 18th February, 2017– reg.

Ref: Letter dt. 14-02-2017 from Dean (Quality)

As per the Orders of the Hon'ble Vice-Chancellor (IQAC Chairman), IQAC meeting is scheduled from 4.00 PM on 18-02-2017 in the Conference Hall (F-008).

In this connection, I request all the IQAC members to make it convenient to attend the meeting without fail.

The agenda for the meeting is enclosed.

REGISTRAR

Encl: Agenda

To: IQAC Members

Hard copy& mail to: HODs: BT / CIV / CSE / CSS / ECE / EEE / ECM / MECH / MCA / MBA

COM / Mathematics / Physics / Chemistry / English / Mr. T. Ravi Kumar

Hard copy & mail to: Principal, KLUCE & Dean (School of Engg.) / Principal, KLU ASC

Hard copy & mail to: Controller of Examinations-Dr. KJB / Librarian-Smt. K. Usha Rani

Management Representative (ISO) – Dr. K.G.Sudhakar, Professor, ME

Mail to: Coordinators, SR & ARP – Dr. K. Sarat Kumar, ECE / Dr. A. Srinath, ME / Dr. V.Rama Devi, MBA – KLUBS

Mail to: Advisor (HR & IR) – Prof.BVA Rao / Dr. J.K.R.Sastry, Professor, CSE / Alumni Cell-Mr. A.V. Lal/

I/c KLU Website-Sri K. Rajasekhar, CSE / In-charge, Automation-Mr.VMS / Webmaster-

Mr.Hanumantha Rao /

ET Services & Animations Group-Mr.Jai Kishan / Systems Engineer – Mr.B.Ravi Babu

Mail to: AO – General Manager-Mr. YSRKP / Jt.Registrar-Mr.CSR / FO & AR-Mr.AKR / Sr.Accts.Officer-

Ms.P.Nagalakshmi /Asst.Manager (HR)-Mr.EVR / I/c, Admissions-Mr.PS

Mail to: Asst.Registrar, I/c Conventional Halls-Mr. Suman / Asst. Registrar-Smt.NLP

Mail to: Assoc. Dean (Academics) & (ECE, EEE, ECM & CSE)-Sri NVR / Assoc.Dean (Academics & I/c CL&CC Dr.TVRK

/Assoc. Dean (Spon. Research)-Dr.KSK / Assoc.Dean (P&D)-Dr.SV / Assoc.Dean (SA)-Dr.HK

Hard copy& Mail to: Director (IQA)-Prof.KSR / Director (IR&P)-Sri YP / Director (KLUBS & PS)-Prof.MBR /

Director (Intl Relations)-Sri MKB / Director (Acad. Registrations)-Dr.BRK

Hard copy& Mail to: Dean (P&D)-Dr.KKR / Dean-Dr.KKR / Dean (Academics)-Dr.KRK / Dean (ARP)-Dr.KVR /Dean

(Student Welfare)-Dr.KRKP / Dean (Examinations & Evaluation)-Dr.YVSSSVPR

Hard copy & mail to: Hon'ble Vice-Chancellor

Mail to: Hon'ble Chancellor

Mail to: Sri K.Raja Harin, Vice-President

Mail to: Prof.P.Thirumurthy, BOM Member

Hard copy & mail to: Hon'ble President, KLEF

AGENDA:

18-02-2017

1. To confirm the minutes of last IQAC meeting held on 22-06-2017.
2. Review of the initiatives taken.
3. Quality Circle meeting highlights.

Any other matter with the permission of chair

Hon'ble Vice-Chancellor has chaired the meeting and invited all the members and discussed the agenda items for the day's meeting. He asked the Dean-IQAC to proceed further in conduction of the meeting. Discussions took place on the agenda and the minutes were recorded as mentioned.

Agenda 1: To confirm the minutes of last IQAC meeting held on 10-12-2016.

Resolution:

The minutes of the meeting held on 10-12-2016 were approved by the members.

Action Taken Report (ATR) from June 2016 to August 2016 against the Minutes of the meeting held on 10-12-2016:

- (a) Implementation of Readiness Program – HoDs
- (b) Online monitoring of peer learning and evaluation activities through LMS workshop – Dean – Academics
- (c) Development of KLU related quality framework- Dean-Quality.

Agenda 2: Review of the initiatives implemented.

Resolution:

The Dean-IQAC discussed the following initiatives implemented during the last quarter.

- The concept of course coordinator taking responsibility of a whole course with its team of instructors has proved to be very effective. Hence some support functions have been integrated to strengthen and ensure the smooth functioning of the system. Student representatives (two from each department) have been nominated to voice the stake holder's opinions. The Dean in his various meetings with the stakeholders emphasized the need for following the guidelines assiduously so that the long term benefits of this universally acclaimed component of modern pedagogy reach the beneficiaries.
- The IQAC's repeated efforts to get parents involved in monitoring the progress of their wards has started yielding positive results. This can be viewed as a major and important contribution in the whole process as it implies sharing of academic vision as well as responsibility.

Agenda 3: Quality Circle.

Dean-(IQAC) has conducted a meeting with all the Faculty Auditors and Students. He asked the Faculty Auditors of IQAC to proceed further in conduction of the "Quality Circles". Discussions took place on the agenda and the minutes were recorded as mentioned.

- Keeping in view of the MOOCs that have become popular, faculty from the CSE department as well as the students have proposed to the IQAC to forward the proposal of on line courses as part of the curriculum
- The invited member, Prof. K. Rama Krishna Dean(Academics), has proposed to introduce SEMESTER FACULTY PREPARATORY PROGRAM for at least a week in the summer, to bring new course instructors and new faculty to benefit from the experience of senior faculty. This would help them to prepare lecture notes, PPTs, course handouts properly. This suggestion was unanimously seconded by everybody present.
- Some of the faculty present mentioned that new faculty and some of the faculty without doctorate degrees are unaware of the avenues for project funding and with regard to this, Director (IQAC) promised them that he would forward a request to Dean (R&D) and Principal (ASC) to arrange orientation programs for them.
- Prof. Rama Krishna also suggested that IQAC can forward a proposal to the management to introduce a mechanism to fund academic research projects which involve moderate amount of money. He stressed that, the grant of such amount be subjected to thorough evaluation before a committee.
- Faculty from Bio-Technology suggested that, to create a better waste management system, separate coloured dust bins can be introduced at all major spots of the university to segregate wet and dry waste.

Agenda 4: Outreach programs:

The Dean-IQAC explained about the outreach programs conducted.

IQAC reviewed a number of outreach programs conducted in the nearby villages of Gundimeda, and Tadepalli. Technology-oriented training programs were held in the ZPHS. Blood donation camps, Swatch Bharath, programs on road safety, and the child hygiene awareness and childcare programs for lactating mothers were hugely successful.

As a major initiative the college management mooted on the issue of converting successful student start-ups into commercially viable ventures. The students were encouraged to launch the commercial operations in respect of such incubated products which have won recognition at the expo conducted.

Any other item with the permission of chair.

The Dean-IQAC brought the brief summary of the audit conducted during the months November, 2016 to January, 2017.

S.No.	Non-Conformance	Steps to be Initiated
1	Feed Back on the curriculum from national and international faculty.	It strongly recommended for getting the feedback on the curriculum from national and international faculty.
2	Bridge courses/refresher courses to the need based students.	It is observed that the bridge / refresher courses are conducted, but not properly documented in some departments. Hence it is strongly recommended to maintain the complete details.
3	List of projects done by the student subject wise and semester wise.	It is observed that the details of projects done by the students in semester wise are not documented properly in some departments. Hence it is strongly recommended to maintain the complete details.
4	Attendance Analysis & Postage.	The student counselling details are recording and maintaining. Further information is sending by SMS. But it is strongly recommended to send the details by posting.
5	Centre for Extension Activities Committee, Sports Committee, Boys Hostel Committee Canteen committee Girls Hostel Committee Transport Committee Hobby Clubs/KLUSO NSS/NCC.	In some departments several committees are not formed and conducting the meetings. It is strongly recommended to form the committees immediately and conduct the meetings.

To: IQAC Members

Cc: HODs/Directors/Deans

Pro-VC/Hon'ble Vice-Chancellor/Hon'ble Chancellor

Hon'ble President-KLEFL; Vice-Presidents


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Dean - Quality, KLU

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