

12-02-2014

Prof. K. Subba Rao
Director IQAC

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 19th February, 2014 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



(Prof. K. SUBBA RAO)

**Director (QA)
KL University
Green Fields, Vaddeswaram,
Guntur Dist. A.P, PIN-522 502.**

Orders of Vice-Chancellor dt. 15-02-2014

CIRCULAR

Sub: Conduct of IQAC Meeting on 19th February, 2014– reg.

Ref: Letter dt. 12-02-2014 from Director-IQAC.

As per the Orders of the Hon'ble Vice-Chancellor (IQAC Chairman), IQAC meeting is scheduled from 4.00 PM on 19-02-2014 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:

19-02-2014

1. To confirm the minutes of last IQAC meeting held on 27-11-2013.
2. Review of the initiatives taken.
3. Quality Circle meeting highlights.

Any other matter with the permission of chair

Minutes of Advisory Committee Meeting

19-02-2014

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 22-11-2013.

Resolution:

The minutes of the meeting held on 22-11-2013 were approved by the members.

Action Taken Report (ATR) from January to March 2014 against the Minutes of the meeting held on 19-02-2014:

Agenda 2: Review of the initiatives implemented.

Resolution:

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

In his meeting with the Non-teaching staff he emphasized the need to keep the lab/work space clear and ready.

He asked the non-teaching staff to bring them problems to him so that some solution could be worked out. He suggested that remedial classes should be conducted immediately after test-2.

Agenda 3: Quality Circle.

Director (IQAC) has chaired the meeting and invited all the faculty, auditors and students and spelt out the agenda for the day's meeting.

- Director (IQAC) has chaired the meeting and invited all the faculty auditors and students and spelt out the agenda for the day's meeting.
- Director (IQAC) has explained about the concept, mandate of the Quality circle and welcomed all the members to the first Quality circle meeting.
- Pedagogy is differing from one teacher to another.

- Director (IQAC) opined that, diversity in pedagogy should be promoted and at the same time, certain basic commonality should persist, failing which there would be non-uniform coverage of syllabus and also non uniform evaluation leading to dissatisfaction among student community.
- All the members present agreed unanimously that this matter should be brought to the notice of Dean (Academics) by IQAC to come up with some way to mitigate this problem.
- Dean (IQAC) agreed to this and promised all the members that this matter would be taken up as an agenda item in the next stakeholder meeting with Deans, to come up with some alternative that would solve this problem.

Any other item with the permission of chair.

Director IQAC explored the Audit Report for the quarter January to March, 2014 as below:

S.No.	Non-Conformance	Steps to be Initiated
1	Monthly reports are not sending to IQAC in in-time every month.	It is advised to send the monthly reports on or before 7 th of every month.
2	25% Syllabus Delivery by Industrial Experts is not conducted during the odd semester in the Dept. of Civil Engg.	It is strongly recommended to conduct classes for the 25% syllabus by industrial experts during the semester
3	All the departments of the university are not yet send the student details to SYTE/Automation department. Hence ERP is not activated for 4 th year students and faculty.	It is advised to send the 4 th year student details to SYTE/Automation department immediately after completion of registration process.
4	Subject based seminar for faculty that is scheduled for the month of September-2015 is not yet conducted for Hotel Management department.	It is advised to plan and conduct the subject based seminar without any further delay.
5	Most of the faculty are not prepared the seating plan as per the Calendar of Activities of December-2015.	It is advised to prepare and implement the seating plan as per the schedule.



(Prof. K. Subba Rao)

Director-IQAC

**Director (QA)
KL University
Green Fields, Vaddeswaram,
Guntur Dist. A.P, PIN-522 502.**

To: IQAC Members

Cc: HODs/Directors/Deans

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

Hon'ble President-KLEFL; Vice-Presidents