

13 June 2017

Dr. Ch. Hanumantha Rao
Dean (Quality)

To:
The Registrar
K L University
Vaddeswaram.

Sir:

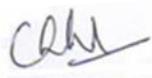
Sub: Conduct of IQAC Meeting – Request to obtain the approval – Reg.

It is proposed to conduct IQAC Meeting with all the members on 22 June 2017 at 3 pm 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,


Dr. CH. HANUMANTHA RAO
Dean (Quality)
K L University
Green Fields, Vaddeswaram,
Guntur Dist., A.P. PIN-522 502

Orders of Vice-Chancellor dt. 15-06-2016

CIRCULAR

Sub: Conduct of IQAC Meeting on 22nd June 2017– reg.

Ref: Letter dt. 13-06-2017 from Dean (Quality)

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As per the Orders of the Hon'ble Vice-Chancellor (IQAC Chairman), IQAC meeting is scheduled from 3 PM on 22-06-2017 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:

22-06-2017

1. To confirm the minutes of last IQAC meeting held on 18th February, 2017.
2. To table the new IQAC initiatives for the approval of committee.
3. Implementation of Semester Readiness Program.
4. Online monitoring of peer learning and evaluation activities through LMS workshops.
5. Development of KLU related quality framework,

Any other item, with the permission of the chair.

Minutes of the IQAC Advisory Committee Meeting

22-06-2017

Members Present:

S. No.	Name	Designation	Signature
1	Dr L. S. S. Reddy	Vice-Chancellor & Chairman, IQAC	
2	Dr P. Thrimurthy	BOM Member	
3	Er Koneru Raja Harin	Vice President	
4	Dr T. Umamaheswara Rao	Registrar	
5	Dr. Ch. Hanumantha Rao	Dean (Quality)	
6	Dr N. Venkatram	Professor in ECM	
7	Dr A. Srinath	Professor in ME	
8	Dr V. Ranga Rao	Professor in CE	
9	Dr K. S. Shivraj	Librarian	
10	Dr K. Hari Kishore	Physical Education	
11	Mr R. Subhakar Raju	Cultural Activities	
12	Ms B. T. Sravani	Student	
13	Ms P. Satya Madhuri	Student	
14	Mr M. Praveen Kumar	Student	
15	Ms S V N S Maneesha	Student	
16	Ms K. H. Priya Darshini	Alumni	
17	Mr A. Veda	Alumni	
18	Mrs. Lalitha	KLU Women's Forum	
19	Smt. K. Malleswari	Sarpanch, Vaddeswaram	
20	Mr D. Ramakrishna	Industrialist (M. D., Efftronics Systems Pvt. Ltd, Vijayawada)	
21	Mr Sasidhar Reddy	Head, HR, Infosys, Hyderabad	
22	Dr M. Sydulu	Professor in EE, NITW	
23	Dr G. Abbaiah	Professor in CE, JNTUK	

Hon'ble Vice-Chancellor has chaired the meeting and invited all the members and spelt out the agenda for the day's meeting. He asked the Director, 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 ratify the minutes of last IQAC meeting held on 18th February 2017.

The members approved the resolutions of the meeting held on 18th February, 2017.

Agenda 2: To table the new IQAC initiatives for the approval of committee.

Resolutions:

Director-IQAC proposed the following initiatives, after intense discussion in various stake holder meetings.

- (a) Refinement of audit templates of Deans' and Registrar offices
- (b) More comprehensive and more frequent (Thrice a year) audit of functional heads (Deans & Registrar).
- (c) Restructuring of Quality Circles.
- (d) Preparation of annual "Self-Assessment template" for IQAC and help prepare the same for other deans and vetting them.
- (e) Refinement of monthly audit reports of departments further by adding more realistic target metrics against each table.
- (f) Help in the refinement of ERP.
- (g) Enhanced progress towards "PAPERLESS OFFICE".
- (h) Ranking the departments & Deans' offices based on audits.

Members present have unanimously accepted these initiatives and Chairman IQAC advisory committee and hon'ble Vice-Chancellor has said that these would be implemented from the next semester onwards effectively, after obtaining necessary approvals from apex body.

Agenda 3: Implementation of Semester Readiness Program.

Resolutions:

As it is found many teachers are delivering the content for the same course in a different way across the multi sections like, each one using a different PPT or mode and method of teaching the understanding levels of students are being affected. Hence it is proposed to conduct trial classes comprising all the course teachers along with their course coordinators before the commencement of semester class work. Hence it is decided to

propose conduction of semester readiness program to the teachers in their allotted courses.

Agenda 4: Online monitoring of peer learning and evaluation activities through LMS workshops

Resolutions:

The monthly audit observations revealed that many faculty are not well versed with the activities of LMS. Hence the Principal, Academic Staff College is requested to conduct extensive training classes on 'Online monitoring of peer learning and evaluation activities through LMS', for all the faculty of university.

Agenda 5: Development of KLU related quality framework

Resolutions: Based on the feedback from Deans, HODs and faculty in charges regarding difficulty in meeting the benchmarks, the Dean Quality proposed for development of a single KLU related quality framework that integrates NIRF, ISI, NAAC and other accreditation, certification and rankings.

Any other item, with the permission of the chair.

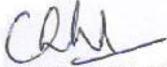
As there is no point raised by the members, the Director, IQAC informed the members to maintain the quality culture in the university.

Further the following activities planned are discussed and deliberated at length.

1. Releasing the calendar of activities for the entire academic year in the beginning which helped the departments to plan their activities as per the calendar.
2. The following Reforms have been initiated by the institution
 - (a) Transparent evaluation system.
 - (b) Hybrid grading having both absolute and relative grading.
 - (c) Computerization of examination system.
 - (d) Elimination of evaluation party by making single faculty to correct the answer of all the students for the same question.
 - (e) Auditing of entire question bank and random evaluated answer booklets by the team of experts.
 - (f) Rubrics were introduced in all evaluations such as Lab, Seminar, Term paper, Project, Practice School.
3. The following lists of training programmes are arranged for teachers, staf and students to upgrade their skills.
 - (a) Use of Internet
 - (b) Hands on with Tools
 - (c) Using ICT Gadgets

- (d) Hybrid Networking
 - (e) Use of In-House Cloud
 - (f) Use of LMS through Moodles
4. The University has implemented state of the art ERP system. The details are follows:
- (a) All the faculty at different levels in their positions are defined with proper access rights, which enables them to access the required information.
 - (b) The ERP system is built with intelligence to aggregate, summarise the information and provide the details required as per the level of the employee within the organization.
 - (c) All the departments and cells prepare the monthly reports based on various activities organized by them and the report goes to the Management for information.
 - (d) IQAC sends its audit reports covering compliance of various activities to the management for information periodically.

The meeting is adjourned.


Dr. Hanumantharao Chappidi
Dean - Quality, KLU

Dr. CH. HANUMANTHA RAO
Dean (Quality)
K L 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

Members Present:

S. No.	Name	Designation	Signature
1	Dr R. Srihari Rao	Vice-Chancellor & Chairman, IQAC	
2	Er Koneru Havish	Vice President	
3	Er Koneru Raja Harin	Vice President	
4	Dr N. Rangaiah	Registrar	
5	Prof. K. Subba Rao	Director, IQAC	
6	Prof. M. Venkatram	Professor in CSE	
7	Dr K. V. Ramana	Professor in ME	
8	Dr Ch. Hanumantha Rao	Professor in CE	
9	Mrs. K. Usha Rani	Librarian	
10	Dr K. Srinivasa Ravi	Physical Education	
11	Mr V. Subhakar Raju	Cultural Activities	
12	Mr M. Karthik	Student	
13	Ms. L. Navya	Student	
14	Ms. V. Swathi Chowdary	Student	
15	Mr N. V. S. Sai Kasyap	Student	
16	Mr M. Hari Sai Krishna	Alumni	
17	Mr K. Sarat Chandra	Alumni	
18	Mrs. Lalitha	KLU Women's Forum	
19	Mr E. Kotaiah	Sarpanch, Vaddeswaram	
20	Mr D. Ramakrishna	Industrialist (M. D., Efftronics Systems Pvt. Ltd, Vijayawada)	
21	Mr Moses	Head, HR, Satyam Ventures, Hyd'bad	
22	Dr P. Bangaru Babu	Professor in ME, NITW	
23	Dr G. Abbaiah	Professor in CE, JNTUK	