



INTERNAL QUALITY ASSURANCE CELL

Minutes of Meeting of

38th Advisory Committee Meeting

(held on 21.12.2021, 03.00 pm to 4.00 pm @F008)

22.12.2021

In Chair: **The Dean, Quality**

List of Participants:

Enclosed herewith.

AGENDA ITEMS

1. Report on IQAC-Workshop (One-day)
2. Report on ISO Certification audit
3. Report on achievements of KLEF (Rankings)
4. Report on World Quality Day 2021
5. Report on IQAC Seminar on Global Ranking
6. Report on AQAR 2020-21 External audit
7. Others

DISCUSSION ON AGENDA ITEMS

The 38th Advisory committee meeting by Internal Quality Assurance Cell, KLEF was held on 22.12.2021 at 3.00pm. The Dean, Quality welcomed the Chair and committee members.

AGENDA 1: Report on IQAC-Workshop (One-day)

The Dean, Quality presented the report on IQAC–Workshop on “**OUTCOME BASED EDUCATION EFFECTIVE COURSE HANDOUT PREPARATION**” to the advisory committee members.



Rank between 06-25
Self-Finance
Private Institutions Category

ARHA
ACCREDITED INSTITUTIONS
OF INDIAN UNIVERSITY COUNCIL

Band A

EFMD EQUIS
ACCREDITED

ORGANIZING COMMITTEE

CHIEF PATRON:
Er. Koneru Satyanarayana, President, KLEF

PATRONS:
Dr. S.S. Mantha, Chancellor
Dr. G.P. Saradhi Varma, i/c Vice Chancellor
Dr. N. Venkatram, Pro-Vice Chancellor (Admn)
Dr. Y.V.S.S.V. Prasada Rao, Registrar

CHAIRMAN:
Dr. Kolli Koteswara Rao, Advisor (Quality)

CONVENER:
Dr. K. Rama Krishna, Dean (Quality)

CO-CONVENER:
Dr. A. Srinath, Principal (ASC)

CO-ORDINATORS:
Dr. P. Issac Prasad, Associate Dean (Quality)
Dr. Nagesh Mantravadi, Associate Dean (Quality)

ORGANIZING COMMITTEE:
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Dr. K. V. Narasimha Rao, Associate Dean (Quality)
Dr. D. Kiran Kumar, Associate Dean (Quality)
Dr. P. Lakshmi Prasanna, Associate Dean (Quality)
Dr. V. Shakeel Ahammad, Associate Dean (Quality)
Dr. Kavitha Thiyyagarajan, Associate Dean (Quality)
Mr. T. Tejasreenu, Assistant Professor
Mr. K. Anil Kumar, Manager

For More Details Please Contact:

Dr. Nagesh M Mr. K. Anil Kumar
Cell: 99598 35235 Cell: 94944 18834
E-Mail: iqacworka@gmail.com



Jointly organized by
IQAC & ASC

One Day
National Workshop (Virtual) on
**OUTCOME BASED EDUCATION
EFFECTIVE PREPARATION OF
COURSE HANDOUT**
on 25th September, 2021

www.kluniversity.in

ABOUT KLEF:
The KL College of Engineering was established in the Academic Year 1980-81 and attained autonomous status in 2006. Deemed University (Koneru Lakshmaiah Education Foundation Deemed to be University) status has conferred in the Year 2009 under Section 3 of UGC act 1956. NAAC assessed the University and accredited for a period of five years from 2018 to 2023 with CGPA of 3.57 with A++ grade. The University has accorded Category-1 status.

WORKSHOP OBJECTIVES:

- ✓ To create awareness on the Course outcomes, Bloom's Taxonomy Levels, Program Outcomes
- ✓ To create awareness on Instructional design through course handout preparation
- ✓ To make the participants self-reliant in preparing Course Handout Quiz



PROGRAM SCHEDULE:

09.30	Opening Remarks & Jyothiprajwalan
09.45	Workshop Objectives
10.00	Curriculum design
11.00	Outcome based education (OBE)
12.00	Instructional methods & ICT tools
13.00	LUNCH BREAK
14.00	Preparation of Course Handout (Hands-On session)
16.00	Quiz
16.15	Valedictory

TARGET AUDIENCE:

- ✓ Principals / Directors / Administrators
- ✓ IQAC Coordinators / Directors / Members
- ✓ NAAC / NBA Coordinators
- ✓ Teaching faculty

REGISTRATION:
Pay Rs. 100/- towards registration fee through ONLINE Transfer / Deposit in favor of REGISTRAR, KLEF
A/c No. 62310916292
IFSC: SBIN0021361
SBI, KL University, Vaddeswaram.

- ✓ E-Certificate of Merit will be given to the participants upon successful completion of Quiz with 60% marks.
- ✓ All the participants will be given E-certifi cate of participation
- ✓ Workshop will be conducted through ONLINE platform & details will be shared to registered candidates.

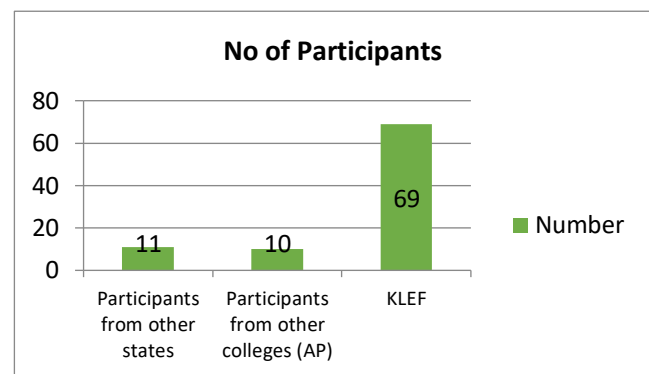
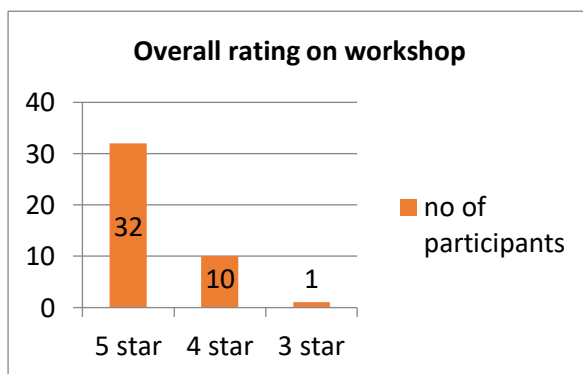
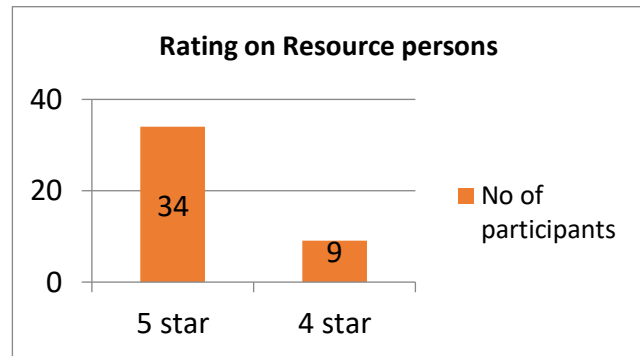
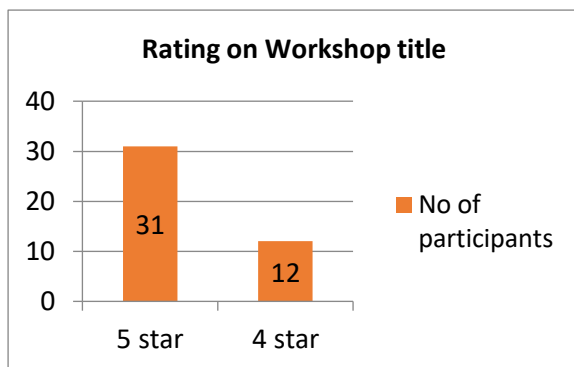
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SCAN HERE TO REGISTER:



The Internal Quality Assurance Cell (IQAC) and Academic Staff College (ASC) jointly organized a National Workshop on “**OUTCOME BASED EDUCATION EFFECTIVE COURSE HANDOUT PREPARATION**” in virtual mode through WEBEX portal on 29th September 2021.

Ratings on various aspects of the Workshop



AGENDA 2: Report on ISO Certification Audit

The Dean, Quality informed the meeting attendees that KLEF has obtained the **ISO 21001:2018** Certification earlier this year. He also informed that this Certification is the latest one and is most relevant for Higher Education Institutions. The Dean, Quality discussed about the suggestions for improvement given by the auditor. During this meeting, the Dean portrayed various suggestions / recommendations / feedback given by the ISO auditor for various functional divisions such as, Student Training & Progression, Skill Development, Student Affairs, R&D, Alumni Relations, Academics, Registrar Office and departments such as ECE, Pharmacy, ME, CSE and Central Library. The Dean, Quality told the meeting attendees that the ISO Auditor comments/non-compliances/recommendations will be sent to the concerned functional heads and department heads.



Discussion on Agenda item:

In reply to the remarks on central library, Mr. Tata Rao, Central Librarian stated that there is lot of improvements after the visit has taken place. He also assured that feedback and suggestions will be taken care.

Action to be taken: The functionaries must reply with compliance report for the auditor's remarks. If any of the tasks is in process/yet to be initiated then it must be specified with the timeline.

Person Responsible: IQAC Office – For sending comments to the concerned, Functionaries (Deans, HoDs) - for compliance report

AGENDA 3: Report on achievements of KLEF (Rankings)

- ❖ The Dean, Quality informed the advisory committee members that KLEF Deemed to be University is placed **#601-650 Rank in QS – Asia University Ranking 2022.**



- ❖ The Dean , Quality also shared that KLEF Deemed to be University has achieved,
 - 1001-1200** rank in THE - Subject ranking 2022 in Engineering
 - 601–800** rank in THE - Computer science 2022
 - 401-500** rank in THE - Emerging Economies University Rankings – 2022
 - 351–400** rank in THE - Young University Rankings 2021
 - 400+** rank in THE - Asia University Rankings 2021
- The Dean, Quality informed the advisory board members that KLEF has participated in 7 of 17 Sustainable Development Goals (SDG) in Times Higher Education Impact rankings and the below is the impact-wise rankings.



SDG	3	4	6	7	9	13	17
RANK	601-800	401-600	201-300	201-300	301-400	201-300	1001+

- THE Impact ranking-2021: **Overall ranking: 801-1000**

- ❖ The Dean, Quality shared that KLEF obtained **6th rank** in **India Today- Marketing & Development Research Associates (MDRA) Best Universities Ranking 2021.**

AGENDA 4: Report on World Quality Day 2021

The Dean, Quality said that the “World Quality Day 2021 with the theme of **Sustainability: Improving our Products, People and Planet**” was celebrated by IQAC on 18th Nov 2021.

SPEAKERS
Dr. G. P. Saradhi Varma, Vice Chancellor, KLEF
Dr. K. Rama Krishna, Dean (Quality)
Dr. A. Srinath, Dean (Skill Development & Principal-ASC)
Dr. K. Subramanyam, OSD to Chancellor

GUEST SPEAKER
Dr. T. Siddaiah, Former REGISTRAR, SV University

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Dr. V. Shakeel Ahammad, Associate Dean (Quality)
Dr. Kavitha Thiyagarajan, Associate Dean (Quality)
Mr. T. Tejasreenu, Assistant Professor
Mr. K. Anil Kumar, Manager

REGISTRATION FREE
<https://forms.office.com/r/PDTWWKdRkF>



** 1. E-Certificate of participation will be given for all attendees
2. Certificate of appreciation will be given on successful completion of QUIZ/ Elocution contestants

For More Details Please Contact:
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E-Mail: iqacoffice@kluniversity.in




World Quality Day 2021
“Sustainability: improving our products, people and planet”




on 18th November, 2021
organized by
IQAC & ASC
Internal Quality Assurance Cell Academic Staff College
www.kluniversity.in

ABOUT WQD
World Quality Day, the Chartered Quality Institute (CQI), formerly known as The Institute of Quality Assurance (IQA), flagship brand awareness campaign, celebrates the quality management profession. KLEF celebrates the World Quality Day (WQD) annually on the second Thursday in November. The main purpose behind this celebration to raise the level of quality awareness in the organization and to recognize the efforts and contributions of quality professionals. It is also an opportunity to celebrate the success your organization and people have achieved in the recent past. Internal Quality Assurance Cell (IQAC) & Academic Staff College jointly organizing the following events (online) on the occasion of World Quality Day on 18th November, 2021


WORLD QUALITY DAY'2021 CELEBRATIONS




Guest lecture




Workshop on OBE (Hands on training)



Quiz (online)



Elocution (2021 Quality theme)



Certificate of Recognition for the Quality Service Contributions in KLEF

Day & Date	Time	Event (Online)	Guest/ Resource person/ Contestant	Title/Theme	
Thursday 18.11.2021	10.00 – 10.05	Welcome Address	Dr. K. Rama Krishna Dean - Quality	On WQD'2021	
	10.05 – 10.15	Addressing by Hon'ble Vice-Chancellor Objectives of WQD	Dr. G.P. Saradhi Varma Vice Chancellor - KLEF	About WQD	
	10.15 – 10.25	Objectives of WQD	Dr. K. Rama Krishna Dean - Quality	About WQD	
	10.25 – 10.30	Profile of Guest Speaker	Dr. K.V. Narasimha Rao Associate Dean - Quality	Guest profile	
	10.30 – 11.30	Keynote Address by Guest Speaker	Dr. T. Siddaiah Former Registrar, SV University	Quality Conscious System of Higher Education	
	11.30 – 13.00		Address by Speaker 1	Dr. A. Srinath Dean - Skill Development Principal - A SC, KLEF	Effective preparation of CO - PO articulation matrix & CO assessment
			Elocution Competition (Parallel Session)	All Registered Faculty & Students	Dr. K. V. Narasimha Rao Dr. P. Issac Prasad Dr. Nagesh Mantravadi
	13.00 – 13.30	LUNCH Break			
	13.30 – 15.00	Address by Speaker 2	Dr. K. Subramanyam	PO assessment - Direct & Indirect methods	
	15.00 – 16.00	Hands On session: Preparing CO-PO matrix	Dr. K. Rama Krishna, Dean - Quality Dr. P. Issac Prasad, Associate Dean - Quality Dr. Nagesh Mantravadi, Associate Dean - Quality Dr. Lakshmi Prasanna P, Associate Dean - Quality		
	16.00 – 16.30	QUIZ (online) (For all Registered participants)	Organizers: Dr. Nagesh Mantravadi, Associate Dean - Quality Dr. Kavitha Thiyagarajan, Associate Dean - Quality	on Quality themes	
	16.30 – 16.35	Announcement of Results	Dr. Nagesh Mantravadi, Associate Dean - Quality	Elocution, Quiz & Quality Contribution	
16.35 – 17.00	Valedictory: Vote of Thanks	Dr. P. Issac Prasad, Associate Dean - Quality			

The Internal Quality Assurance Cell (IQAC) and Academic Staff College (ASC) jointly organized “WORLD QUALITY DAY 2021” in virtual mode through WEBEX portal on 18th November 2021.

Dr. T. Siddaiah, Former Registrar, SV University delivered the keynote address. Followed by the invited talks, certificates of appreciation were given to quiz and elocution completion winners and significant student and faculty contributors to IQAC.

AGENDA 5: Report on IQAC Seminar on Global Ranking

The Dean, Quality said that the Internal Quality Assurance Cell (IQAC) has organized a seminar on “Global Ranking Process (QS & THE)” to all the functionaries of the University on 16th December 2016. Mr. Santhosh Karnananda, CEO, Global Consulting Services addressed the gatherings on Global ranking and the weightage for perception in QS and THE ranking.

AGENDA 6: Report on AQAR: 2021 - 2022

The Dean, Quality shared that the overall attainment in **QnM is 73%** this year (2020-2021) HE also said, by rule of thumb **QIM** attainment will be **7-10%** more (which means about **80% - 83%**), hence to reach A++ level lot of efforts to be put.

Followed by this the Dean, Quality suggested the below mentioned points for improvement.

1. Suggested to recheck all the computation of the metrics for accuracy.
2. Number of Ph.D programs need to be arranged stream-wise.
3. In curricular aspects and Teaching-Learning & Evaluation, the QnM score need to be improved.
4. To ensure good QIM attainment, the **36 QIM** narratives and essays are to be impressively written in-tune with corresponding QnM. It is recommended to **re-write** the 36 QIM essays based on the guidelines already shared.
5. In Infrastructure & learning resources and student support and progression, the QIM score requires to be improved.
6. At least one mock NAAC peer team visit (Academic & Administrative Audit - AAA) with external experts to be planned in the forthcoming months to make sure that all presentations are impressive.

The overall observations by External Auditors

- Specific strategic action plans to be developed to improve both QnM and QIM in order to obtain A++.
- Unless aggressive measures are taken, the desired goal of A++ would be difficult to achieve.
- The auditors appreciated the efforts of IQAC.

The Dean, Quality told, marks are allocated for timely submission of AQAR data and hence the earmarked date for AQAR data submission will be before **30.12.2021**.





AGENDA 7: Any Other Points

IQAC INITIATIVES:

1. The IQAC is proposing to expand the data base availability in the Central Library in view of the increasing R&D requirements of science and humanities.
2. The suggested ones are:
 - i. **ESTABLISHING R & D DATABASES IN THE CENTRAL LIBRARY**
 - **Math Sci Net** – which will be useful for Mathematics faculty
 - **JSTOR** – Multi-disciplinary journals data base
 - **ABI/INFORM** – Business database
 - ii. **ACCREDITATION OF RELEVANT LABORATORIES BY NATL**

It is proposed to go for accreditation of some of the eligible laboratories in the **Bio-Technology** and **ECE** departments by **NATL** as it has become an important criterion to obtain **Govt. funding** in many schemes.

iii. **GRIEVANCE REDRESSAL WEEK**

- The University has organized one month **Grievance Redressal Week** during last year which was very successful and helped many student to resolve their issues. In this regard, it is proposed to organize "**Grievance Redressal Week**" once in a semester to quickly dispose of all pending students' grievances.
- It was also suggested to include "Grievance Redressal Week" in the academic calendar.

Discussion on the item (iii): The Dean (Skill Development) told that it should be continued for every semester. The Dean, R&D and the Dean, F&SA suggested for having one day in every month and all the functionaries may concentrate only on grievance redressal. The Principal (CoE) said that the Grievance Redressal is proposed in many ways and hence he requested IQAC to release a document in this regard either as department-wise or central level grievance / complaints. In reply to that, the Dean, Quality consented to complete with the help of other deans.

Action to be Taken: Operational procedure document for grievance redressal need to be released.

Person Responsible: Dean, Quality

- The Dean informed that we also celebrate **Vigilance Week** during the last week of October every year.

iv. **ESTABLISHING A 'SINGLE WINDOW' FOR KLEF ALUMNI**

- It is observed that KLEF Alumni are facing many difficulties in obtaining various certificates after they complete the course and leave the University.
- Creating a single window is expected to greatly reduce the ordeals and generate positive vibrations among the Alumni.

Discussion on item (iv): In reply to the proposed initiative, the members told that the issue has been resolved after the recent circular from Registrar. The Dean, Quality agreed to it and declared that this initiative is dropped hereby.

Then the Dean, Quality welcomed any other suggestions for improvement:

- The Dean, SD told that we need to improve perception wise. We have 25000 alumni, but no newsletters, panoramas, achievements reaching the Alumni; a network of alumni will help us to have industry contacts and hence it is necessary.
- The Dean, Quality appreciated his suggestion and added a point to his statement. That is, 100+ companies we have MoU and we must send all the notifications on Events and Achievements to them. The Dean, SP&T agreed to it.
- The Dean, SD pointed out that there was no social media communication for the recent convocation. He also said that the digital media has not published the event Transformers since a month.
- Finally, the Dean, Quality told that every Dean must cooperate with Assistant Registrar, Dr. Sekhar Babu for uploading UGC quality mandate.

The Dean, Quality thanked all the advisory committee members and participants for attending and the meeting was adjourned.

Ramakrishna