



VIGNAN'S INSTITUTE OF MANAGEMENT AND TECHNOLOGY FOR WOMEN

(Sponsored by Lavu Educational Society)

[Affiliated to JNTUH, Hyderabad & Approved by AICTE, New Delhi]

Kondapur (V), Ghatkesar (M), Medchal - Malkajiri (D) - 501 301. Phone: 96529 10002/3



VMTW/ IQAC / 2019-20/MEETING/2

14/10/2019

CIRCULAR

All the Members of IQAC are requested to attend the IQAC meeting on 16/10/2019. Meeting will be held in Board Room at 11:00 am.

AGENDA

1. Welcome to the members of IQAC
2. Introduction of IQAC members.
3. Review and confirmation of the minutes of the Previous Meeting held on 10-06-2019
4. Framing of Mission, Vision and Core Values IQAC Composition.
5. To focus on Improving Teaching learning skills of the faculties
6. Framing of Research policies for promoting research culture and organization of Workshop/STTP etc.
7. To provide special efforts for improving On-Campus Placements.
8. Identifying Gaps in the syllabus.
9. Scheduling an Academic Audit.
10. Any other point with the permission of chairperson.

Coordinator-IQAC

Co-ordinator

Internal Quality Assurance Cell

Vignans Institute of Management & Technology For Women
Kondapur (V), Ghatkesar (M), Medchal-Malkajiri (Dt)-501301
Telangana State

Copy to :

CEO: For Kind Information

Principal/Chairman IQAC

HOD's of All Departments

IQAC Members



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MINUTES OF INTERNAL QUALITY ASSURANCE CELL (IQAC)

DATE: 16/10/2019

VENUE: BOARD ROOM ,VMTW

MEMBERS PRESENT

SL.NO	NAME	DESIGNATION	POSITION IN IQAC	SIGNATURE
1.	Dr. K.Chandra Shekar	PRINCIPAL	Chairman	
2.	Dr.A.Gouthami Latha	HOD-CSE	Member	
3.	Mr.Vijay R Urkhude	HOD-ECE	Member	
4.	Mr.T.Srinivasulu	HOD-BSH	Member	
5.	Mr.L.Kiran Kumar	HOD-EEE	Member	
6.	Mr.K.Santosh kumar	Asst.Prof ,BSH	Member	
7.	Mr.K.Bharath Reddy	Asst.Prof ,CSE	Member	
8.	Mr.J.Sunil Kumar	Asst.Prof ,ECE	Member	
9.	Mrs.Suzan Shalini V	Asst.Prof ,BSH	Member	
10.	Mrs.K.Vinutha	TPO	Member	
11.	Mr.P.Hari Krishna	Asst.Prof ,ECE	Member Secretary	



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MINUTES OF INTERNAL QUALITY ASSURANCE CELL (IQAC)

Mr. P.Harikrishna coordinator,IQAC greeted all the members present in the meeting and welcomed newly appointed principal of institution who is also a chairperson of IQAC and introduced all the IQAC Members.

Dr.K.Chandra Shekar,Principal/chairman,IQAC chaired the session and initiated the discussions on meeting agenda.

AGENDA 1: Welcome to the members of IQAC

Dr.K.Chandra Shekar,Principal/chairman,IQAC greeted all the members and welcomed the members of IQAC by explaining few important points and expressed that there is no substitute to hard work and it's required to achieve overall development of Institute. Concrete steps and path needed in all direction for achieving quality excellence.

AGENDA 2 INTRODUCTION OF IQAC MEMBERS

Every member of IQAC introduced themselves to each other and shared their views.

AGENDA 3: Review and confirmation of the minutes of the Previous Meeting held on 10-06-2017

The minutes of the IQAC Meeting were placed in the meeting, were reviewed and confirmed after discussion.

AGENDA 4 : Framing of Mission, Vision and Core Values IQAC Composition

Dr.K.Chandra Shekar,Principal/Chairperson IQAC explained the importance of IQAC and necessity of having Mission, Vision which were agreed by all the members.

AGENDA 5: To focus on Improving Teaching learning skills of the faculties

Mr.Phijik Battula Coordinator IQAC raised the point about improving teaching learning enhancement activities. All the HOD's are decided to conduct various Faculty Development Programs.




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AGENDA 6: Framing of Research policies for promoting research culture and organization of Workshop/STTP etc.

As per the previous academic year data the following is the consolidated values of publications and various event organized in the institution and faculty attended the events like FDP,STTP,Workshops etc which needed a change to improve the research culture among the faculties.

For the Academic Year 2018-2019 Number of Events Faculty Members Participated

BRANCH	Number of Events Faculty Members Participated
CSE	25
ECE	18
BSH	3

Faculty Publications

BRANCH	Number of Publications
CSE	1
ECE	7

Events Organized within institution

BRANCH	FDP, OBE, Workshops, Guest Lectures, STP & STTP, SEMINARS
CSE	5
ECE	4
EEE	1

Majority of the members opined that research culture should inculcate in academics and Industry Institute interaction is to be strengthened and steps should be taken to improve academic policies and related activities which definitely promotes research culture.

It is also discussed that the quality of Publications must be improved.




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AGENDA 7: To provide special efforts for improving On-Campus Placement

As the on-campus placements are not satisfactory in the past academic year and there is a need in improving this number, Mr.B.Phijik suggested to have Various activities such as Personal interview practice session, Group discussion practice, Essay writing session , sessions opportunities abroad for higher studies, sessions for higher studies like GATE,CAT,GRE ,GMAT etc are Proposed to conduct for our students. Arranging Job fair is also suggested in a meeting.The same is agreed by all the members.

AGENDA 8: Identifying Gaps in the syllabus.

Mr.Vijay Kumar R Urkude raised the point of improving students understanding levels in subjects by identifying the gaps in the syllabus and suggested to organize workshops,guest lectures to fill the gap. Which helps the students to apply the acquired knowledge practically.

AGENDA 9: Scheduling an Academic Audit.

Members of the IQAC discussed regarding the Academic Audit in Department level and decided that an audit team will be engaged in performing Academic Audits and it is finalized to Schedule it once per academic year.

As there were no other points to be discussed principal concluded the meet followed by a formal vote of thanks by Mr.P.Hari Krishna,coordinator ,IQAC..

COORDINATOR,IQAC

Co-ordinator

Internal Quality Assurance Cell

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PRINCIPAL/CHAIRMAN, IQAC

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VMTW/ IQAC / 2019-20/MEETING/1

07/06/2019

CIRCULAR

This is to inform that IQAC committee meeting will be held on 10/06/2019 at 10:30 am in board room. The members are requested the same.

AGENDA

1. Review and confirmation of the minutes of the Previous Meeting held on 25/02/2019.
2. Academic Calendar for the Academic Year 2019-20.
3. Plan of action for the year 2019-20.
4. Conduct of Academic and Administrative Audit.
5. Review of Student Placements.
6. Alumni Activities.
7. Review on Feedback taken for the previous academic year.
8. Result analysis of A.Y 18-19 Odd Sem.
9. Discussions about implementation of bridge and remedial courses.
10. Discussions related to Cultural activities.
11. Encouraging research potential of the faculty.
12. Appreciation for getting NBA Accreditation.
13. Any other point with the permission of chair.


Coordinator-IQAC

Co-ordinator
Internal Quality Assurance Cell
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MINUTES OF 6th INTERNAL QUALITY ASSURANCE CELL (IQAC)

DATE: 10/06/2019

VENUE: BOARD ROOM ,VMTW

MEMBERS PRESENT

SL.NO	NAME	DESIGNATION	POSITION IN IQAC	SIGNATURE
1.	Dr. P.Sudhakara Rao	PRINCIPAL	Chairman	
2.	Dr.A.Gouthami Latha	HOD-CSE	Member	
3.	Mr.Vijay R Urkhude	HOD-ECE	Member	
4.	Mr.T.Srinivasulu	HOD-BSH	Member	
5.	Mr.L.Kiran Kumar	HOD-EEE	Member	
6.	Mr.K.Santosh kumar	Asst.Prof ,BSH	Member	
7.	Mr.K.Bharath Reddy	Asst.Prof ,CSE	Member	
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MINUTES OF 6th INTERNAL QUALITY ASSURANCE CELL (IQAC)

AGENDA 1 : Review and confirmation of the minutes of the Previous Meeting held on 25/02/2019.

The minutes of the previous IQAC Meeting were placed in the meeting, were reviewed and confirmed after discussion.

AGENDA 2: Plan of action for the year 2019-20.

Chairman, IQAC discussed the action plan and academic calendar of college for next academic year 2019-20. He suggested various new issues. Departments are instructed to prepare their own academic plans and calendars in accordance with college action plan. Coordinator IQAC is asked to look into it.

AGENDA 3: To take review of curricular and extracurricular activities.

Chairman took review of Curricular and Co-Curricular activities conducted throughout the year. Members appreciated activities conducted in the first semester and concerned departments and college committees are instructed to implement the further activities.

AGENDA 4: Conduct of Academic and Administrative Audit

Academic and administrative reports of previous academic year were reviewed and informed departments to be prepared about the upcoming internal audits with essential documents.

AGENDA 5: Review of Student Placements for A.Y 2018-19.

Members appreciated the outstanding achievements of 82.5 %in placements for the previous academic year.

AGENDA 6: Alumni Activities

Members discussed about the functioning of Alumni Association and resolved of planning an event in coming days.

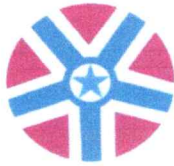
AGENDA 7: Review on Feedback taken for the previous academic year

Chairperson reviewed about the feedback collected from all stakeholders of the institute and suggested the concerned authorities to take necessary actions on the comments received.




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AGENDA 8 : Result analysis of A.Y 18-19 Odd Sem

The overall result of Institute is 55.20.

Chairperson reviewed the presented result analysis for the A.Y 18-19 Odd Sem and suggested points to improve result.

AGENDA 9: Discussions about implementation of bridge and remedial courses.

In this meeting chairperson advised to all HOD's to design the time table for bridge and remedial courses that should be implemented as per the time table. Chairperson also highlighted that maximum students should be get benefit of bridge and remedial courses.

AGENDA 10 : Discussions related to Cultural activities

The various discussions and planning for the cultural activities for the students were discussed. Measures should be taken for the Maximum number of students participation.

AGENDA 11: Encouraging research potential of the faculty

Chairperson discussed about the research activities of the faculty and advised members to initiate appropriate steps to enhance the research potential among the faculty.

AGENDA 12: Appreciation for getting NBA Accreditation

Chairperson expressed his heartfelt happiness and congratulated staff for achieving NBA Accreditation for CSE and ECE Department.

As there were no other points to be discussed chairperson concluded the meeting with a formal vote of thanks.

IQAC, CO-ORDINATOR

Co-ordinator
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