

## B.V RAJU INSTITUTE OF TECHNOLOGY

Dr:21-12-2020



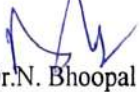

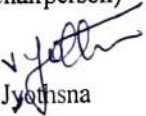







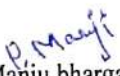


A meeting has been conducted at IQAC on 21-12-2020 at 1.00 PM to discuss various academic activities of the college.

### Members Presents:

Chair Person:	Dr. K. Lakshmi Prasad
Co-coordinator:	Dr.K.V. N Srinivas Rao
Member:	Dr.N. Bhoopal
Member:	Dr. M. Chinnaiah
Member:	Mrs. V. Jyothsna
Member:	Mr. G.Uday Kiran
Member:	Dr.B. Venkat Swamy
Member:	Mr.k. Sainadh Singh
Member:	Dr.K. Mallikarjun
Member:	Mr.B. Bapi Raju
Member:	Mr.Abhay
Member:	Mr.M. Hemanth
Member:	Ms.P. Manju bhargavi
Member:	Mrs.A. Lakshmi
Member:	Mr.Vidya Sagar

### Agenda points

1. AQAR reports of 2019-20
2. Status of previous minutes of IQAC meetings
3. Semester Planner
4. Verification of department attendance registers
5. Verification of evaluation pattern of Internal examination answer scripts.
6. Student feedback of teachers
7. Enhancement if infrastructure
8. Any other point.

 Dr. K. Lakshmi Prasad (IQAC Chairperson)	 Dr.K.V. N Srinivas Rao (IQAC Coordinator)	 Dr.N. Bhoopal	 Dr. M. Chinnaiah
 Mrs. V. Jyothsna	 Mr. G.Uday Kiran	 Dr.B. Venkat Swamy	 Mr.k. Sainadh Singh
 Dr.K. Mallikarjuna	 Mr.B. Bapi Raju	 Mr.Abhay	 Mr.M. Hemanth
 Ms.P. Manju bhargavi	 Mrs.A. Lakshmi	 Mr.Vidya Sagar	

## B.V.RAJU INSTITUTE OF TECHNOLOGY

### IQAC Minutes of Meeting

Reference Number: IQAC/MOM/2020-21/01

Purpose: Meeting with members of IQAC

Date: 21-12-2020, 1.00 PM

Venue: Conference Room (1<sup>st</sup> Floor, Main Building)

### AGENDA POINTS FOR THE MEETING

1. AQAR reports of 2019-20
2. Status of previous minutes of IQAC meeting
3. Semester Planner
4. Verification of department attendance registers
5. Verification of evaluation pattern of Internal examination answer script.
6. Student feedback of teachers
7. Enhancement of Infrastructure
8. Any other point.

### Attendees:

1) Dr. K. Lakshmi Prasad	Principal
2) Dr.K.V. N Srinivas Rao	Prof.,Mech engg & Dean IQAC
3) Dr.N. Bhoopal	Dean - Administration
4) Dr. M. Chinnaiah	Prof.ECE
5) Mrs. V. Jyothsna	Asst.prof.,BME
6) Mr. G.Uday Kiran	Asst.prof.,CSE
7) Dr.B.Venkata Swamy	Asso.Prof.,BS&H
8) Mr.k. Sainadh Singh	Asst.prof.EEE
9) Dr.K. Mallikarjun	Library Officer
10) Mr.B. Bapi Raju	Admm.Officer
11) Mr.Abhay	Asst.Prof.,CIVIL
12) Mr.M. Hemanth	Asst.Prof.,MBA
13) Ms.P. Manju bhargavi	Asst.Prof.,BME
14) Mrs.A. Lakshmi	Finance/Accounts
15) Mr.Vidya Sagar	NFC employee,2010 Batch

### Absentee:

- 1) Dr.I.A Pasha (HOD., ECE)
- 2) Dr.Y.Krishna Reddy (HOD,MECH)
- 3) Prof.,Ashok Shigli (BME)

**1. AQAR reports of 2019-20**

Dean, IQAC informed that NAAC introduced online submission system to upload the Annual Quality Assurance Report (AQAR) with specific deadlines. The AQAR format will be forwarded to department coordinators and they are requested to submit filled form for the academic year 2019-20 [bvrit.iqac@bvrit.ac.in](mailto:bvrit.iqac@bvrit.ac.in)

**2. Status of previous minutes of IQAC meetings**

The previous minutes of IQAC meetings will be shared to the members by Officer-Regulatory Affairs.

**3. Semester Planner**

The format of semester planner will be circulated by IQAC cell and departments are requested to propose plan of events (workshops/ guest lectures/ conferences/ other co-curricular and extracurricular activities) as per the format.

**4. Verification of department attendance registers**

IQAC Audit team members will verify the faculty class attendance registers of the current semester shortly. Faculty members are requested to update the attendance registers and make them ready for verification.

**5.Verification of evaluation pattern of Online Internal examination answer scripts**

IQAC Audit team members will randomly verify the evaluation pattern of online internal examinations answer scripts.

**6. Student feedback of teachers**

Dean IQAC proposed to take Feedback for every subject at regular intervals and quality measures are taken.

**7. Enhancement of Infrastructure**

Automatic Sanitizer dispensers are placed in all the blocks; Face Recognition Biometrics is Implemented.

**8. Any Other Point**

IQAC Audit cell will be constituted shortly to conduct regular Academic and Administrative Audit (AAA) as a part of IQAC and to suggest measures to improve quality of academic output (quality of teaching, standardization of quality of question papers etc.)

  
IQAC DEAN

**B.V.RAJU INSTITUTE OF TECHNOLOGY**

**IQAC Action Taken Report (ATR)**

**Reference Number: IQAC/ATR/2020-21/01**

**Purpose:** ATR in reference to the Minutes of Meeting with members of IQAC 21-12-2020, 1.00 PM

**ACTION TAKEN REPORT**

<b>S.No</b>	<b>AGENDA</b>	<b>ACTION TAKEN</b>
1	AQAR reports of 2019-20	Dean IQAC Reviewed AQAR Reports of 2019-20
2	Status of previous minutes of IQAC meetings	IQAC meetings shared to the members by Officer-Regulatory Affairs
3	Semester Planner	Semester Planner Prepared
4	Verification of department attendance registers	Department attendance registers verified
5	Verification of evaluation pattern of Internal examination answer scripts	Evaluation pattern of Internal examination answer scripts verified
6	Student feedback of teachers	Feedback for every subject is taken at regular intervals and quality measures are taken
7	Enhancement of Infrastructure	Automatic Sanitizer dispensers are placed in all the blocks; Face Recognition Biometrics is Implemented.
8	Any other point	Nil

  
IQAC DEAN



## B.V RAJU INSTITUTE OF TECHNOLOGY

Dr:03-03-2021


A meeting has been conducted at IQAC on 03-03-2021 at 1.00 PM to discuss various academic activities of the college.

### Members Presents:

Chair Person:	Dr. K. Lakshmi Prasad
Co-coordinator:	Dr.K.V. N Srinivas Rao
Member:	Dr.N. Bhoopal
Member:	Dr. M. Chinnaiah
Member:	Mrs. V. Jyothsna
Member:	Mr. G.Uday Kiran
Member:	Dr.B. Venkat Swamy
Member:	Mr.k. Sainadh Singh
Member:	Dr.K. Mallikarjun
Member:	Mr.B. Bapi Raju
Member:	Mr.Abhay
Member:	Mr.M. Hemanth
Member:	Ms.P. Manju bhargavi
Member:	Mrs.A. Lakshmi
Member:	Mr.Vidya Sagar


### Agenda points

1. AQAR reports of 2019-20
2. Status of previous minutes of IQAC meetings
3. Semester Planner
4. Verification of department attendance registers
5. Verification of evaluation pattern of Internal examination answer scripts.
6. Student feedback of teachers
7. Enhancement if infrastructure
8. Any other point.

  
Dr. K. Lakshmi Prasad  
(IQAC Chairperson)


  
Dr.K.V. N Srinivas Rao  
(IQAC Coordinator)


  
Dr.N. Bhoopal

  
Dr. M.Chinnaiah

  
Mrs. V. Jyothsna

  
Mr. G.Uday Kiran


  
Dr.B. Venkat Swamy

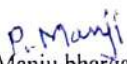
  
Mr.k. Sainadh Singh


  
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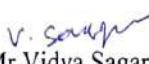
  
Mr.B. Bapi Raju

  
Mr.Abhay

  
Mr.M. Hemanth

  
Ms.P. Manju bhargavi

  
Mrs.A. Lakshmi

  
Mr.Vidya Sagar

## B.V.RAJU INSTITUTE OF TECHNOLOGY

### IQAC Minutes of Meeting

Reference Number: IQAC/MOM/2020-21/02

Purpose: Meeting with members of IQAC

Date: 03-03-2021, 1.00 PM

Venue: Conference Room (1<sup>st</sup> Floor, Main Building)

### AGENDA POINTS FOR THE MEETING

1. Review of previous minutes of meeting
2. Lesson Plan format
3. Update department files related to NAAC/NBA
4. Awareness programs
5. Constitution of Audit team
6. Any other point.

### Attendees:

1) Dr. K. Lakshmi Prasad	Principal
2) Dr.K.V. N Srinivas Rao	Prof.,Mech engg & Dean IQAC
3) Dr.N. Bhoopal	Dean - Administration
4) Dr. M. Chinnaiah	Prof.ECE
5) Mrs. V. Jyothsna	Asst.prof.,BME
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- 1) Dr.I.A Pasha (HOD., ECE)
- 2) Dr.Y.Krishna Reddy (HOD,MECH)
- 3) Prof.,Ashok Shigli (BME)

**1. Review of previous minutes of meeting**

Dean IQAC reviewed the previous minutes of meetings

**2. Lesson Plan format**

Lesson plans of 2020-21 even semesters must be prepared by 22/03/2021 in the given format. Lesson plan format will be circulated by IQAC to maintain uniformity across all the departments.

**3. Update department files related to NAAC/NBA**

Dean, IQAC informed that the department files related to NAAC/NBA need to be updated.

**4. Awareness programs**

Dean, IQAC informed to conduct Awareness programs on Autonomous Status, NBA, and NAAC conducted.

**5. Constitution of Audit Team**

Principal informed to members that a three-member audit team will be constituted to verify faculty class attendance registers of odd semester of AY 2020-21 and also to randomly verify the evaluation pattern of AY 2020-21 even semester internal examinations answer scripts.

**6. Any Other Point**

Nil

  
IQAC DEAN

## B.V.RAJU INSTITUTE OF TECHNOLOGY

### IQAC Action Taken Report (ATR)

Reference Number: IQAC/ATR/2020-21/02

Purpose: ATR in reference to the Minutes of Meeting with members of IQAC dated 03-03-2021, 1.00 PM.

#### ACTION TAKEN REPORT

S.No	AGENDA	ACTION TAKEN
1	Review of previous minutes of meeting	DEAN IQAC Reviewed previous MOM
2	Lesson Plan format	Lesson plan format finalized
3	Update department files related to NAAC/NBA	NAAC/NBA files are updated at department level
4	Awareness programs	Conducted Awareness programs on Autonomous Status, NBA, and NAAC.
4	Constitution of Audit Team	Audit team is constituted
5	Any other point	Nil

  
IQAC DEAN