

23th August, 2015

Prof. K. Subba Rao
Director-IQAC

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 29th August, 2015 at 4.00 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



(Prof. K. Subba Rao)
Director (IQAC)

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

Orders of Vice-Chancellor dt. 28-08-2015

CIRCULAR

Sub: Conduct of IQAC Meeting on 29th August, 2015– reg.

Ref: Letter dt. 23-08-2015 from Dean (Quality)

As per the Orders of the Hon'ble Vice-Chancellor (IQAC Chairman), IQAC meeting is scheduled from 4 PM on 29-08-2015 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.YVSSVPR

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:

29-08-2015

1. To confirm the minutes of last IQAC meeting held on 24th June, 2015.
2. Review of the initiatives taken.
3. Quality Circle meeting highlights.
4. Review of issues raised/discussed stake in holder meetings

Any other item, with the permission of the chair.

Minutes of the IQAC Advisory Committee Meeting

29-08-2015

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 24th June, 2015.

The members approved the resolutions of the meeting held on 24th June, 2015.

1. To develop excellence centres.
2. Implementation of lab taken into class rooms.
3. To arrange training programmes for teachers, staff and students to upgrade their skills on e-learning.

Agenda 2: Review of the initiatives taken.

Resolutions:

Continuing the trend of the earlier semester the IQAC reviewed the functions of some of the initiatives introduced in the earlier quarters.

- The continuous assessment of the teaching – learning process based on student feedback was taken up and the various stake holders were informed of any short comings and in due course reviewed for compliance.
- The decision to reward faculty for best performance in teaching-learning has been taken.
- Continuing the earlier emphasis on practical training the concept of lab taken to the classroom has been introduced.

Agenda 3: Quality Circle meeting highlights.

Resolutions:

Director (IQAC) has chaired the meeting and invited all the Faculty Auditors and Students and spelt out the agenda for the day's meeting. He asked the Faculty Auditors of IQAC to proceed further in conduction of the "Quality Circles". Discussions took place on the agenda and the minutes were recorded as mentioned.

- The members have discussed about the practical difficulties and the ways to overcome them as regards the infrastructure, proper scheduling of labs , orientation of faculty towards the implementation of the new initiative mooted ,”LAB TAKEN TO CLASS”. Members are asked to come up with suggestions to their respective HoDs, as conditions in each department differ from one another.
- In this regard, some of the members have suggested that simulation software can be more effectively utilized to make the LAB TAKEN TO CLASS to be more useful.

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 are discussed and deliberated at length.

- During the last quarter June to August-2015 the IQAC has taken the initiative to integrate quality framework for NIRF, ISO and NAAC. It was also mooted to implement modern learning systems to support classroom planning and delivery. Various rubrics have been developed in the evaluation of lab, mini project and term paper components of the academic programs.
- All the processes that were adopted by the University during 2014-15 have been continued in 2015-16. Student need-assessment, gap analysis and bridge courses are supported by effective practice and all the problems identified are addressed adequately. The practice of designing syllabus based on competency and introduction of emerging technologies as electives is continued.
- The brief summary of the audit conducted during the months June, to August, 2015 is illustrated in the following table.

S. No.	Non-Conformance	Steps to be Initiated
1	It is observed that most of the departments did not constitute the departmental committees such as Students Association Activity Committee, KLUSO Committee, Professional Society Activity Committee and Center for Extension Activities Committee.	All the department are advised to constitute the committees immediately and conduct meetings every month and advised to record the minutes of meetings.
2	It is observed the result analysis prepared for all the B. Tech courses are not as per COIs.	(a) It is advised to prepare the result analysis as per COIs. (b) Further it is recommended to

		conduct remedial classes to the slow learners.
3	Subject based workshops are not conducted in CSE department.	It is advised to organize in September-2015 as per the Calendar of Activities.
4	New faculty doesn't have membership in any professional society. (As per norm 2 memberships for each faculty) .	It is advised all the departments to ensure 100% professional society membership. Further it is advised to conduct events in the departments.
5	Webinar is not conducted by Dept. of ECE for the month of August-2015 as scheduled under monthly report activities.	It is advised to plan and conduct webinars. Further it is recommended to provide the Links to the faculty as and when received.
6	Hand Books are not yet provided to the 1 st year students.	It is recommended to provide the handbooks immediately.

The meeting is adjourned.



(Prof. K. Subba Rao)

Director-IQAC

**Director (IQAC)
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

Minutes of the IQAC Advisory Committee Meeting

29-08-2015

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	