

**BONAM VENKATA CHALAMAYYA ENGINEERING COLLEGE::ODALAREU**  
**MINUTES OF THE MEETING**  
**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

*Held at AC Conference Hall, BVCEC on 2<sup>nd</sup> December 2017 at 2:00 pm*

**Agenda:**

1. Recalling Previous Minutes
2. Review on UGC Autonomous PEER Committee team visit
3. Review on documents filed-criterion wise
4. Review on College & other presentations-UGC Autonomous Committee team visit
5. Review on NAAC IIQA online submission.

**1. Recalling and recording of the previous minutes**

The minutes of the previous meeting were read elaborately, confirmed and recorded for future course of actions.

**2. Review on UGC Autonomous Committee team visit**

The IQAC-Chairman and Principal shared the dates of UGC Expert Committee visit to the College-22<sup>nd</sup>-23<sup>rd</sup> December 2017 with all the members and also the composition of peer team members. IQAC coordinator was made in charge for coordinating all the activities during the UGC Expert Committee visit.

**3. Review of documents filed-criterion wise**

The IQAC-Chairman and Principal with the IQAC coordinator has scrutinized all the documents related to Course Assessments for theory and lab courses for 1<sup>st</sup> Semester. The team of IQAC also reviewed the Course Outcomes of 2<sup>nd</sup> Semester Courses. The team advised to thoroughly verify the Course Outcomes for all Courses through an internal expert committee.

Faculty feedback on Teaching-Learning Process was analyzed

#### 4. Review of College and other presentations-UGC Expert Committee visit

As UGC Autonomous Committee visits to the College on 22<sup>nd</sup> & 23<sup>rd</sup> December 2017, a review on all Committees activities (Eg. Women Grievance Cell, Anti-ragging Committee) was done.

The plan of action during UGC Expert Committee visit was also discussed.

#### 5. Review on NAAC – IIQA preparation status

IQAC Coordinator placed the hard copy of IIQA and IQAC approved it for online submission to renew(Cycle-2) of NAAC Accreditation.

There being no other point to discuss, the meeting ended with vote of thanks.



  
Principal & Chairperson, IQAC  
BVC Engg. College  
ODALAREVU-533 210

Members Present

1	Dr. D.S.V. Prasad (Principal)	Chairperson
2	Prof. T.V. Janardhana Rao Dean (Admissions)	Co-ordinator
3	Mr. B.V. Rajesh (Chairman, BVC Group of	Member
4	Dr. Metla Suryanarayana	Member
5	Dr. J.V.G. Rama Rao (HOD, EEE)	Member
6	Prof. B. Srinivas (HOD, Mechanical)	Member
7	Prof. A. Pravin (HOD, ECE)	Member
8	Dr. G. Jena, (HOD, CSE)	Member
9	Dr. G. Gaja Lakshmi, Professor Civil Engineering	Member
10	Mrs. A. Durga Madhuri (HOD, S&H)	Member
11	Mr. M. Akhil Kumar (Library Officer)	Member
12	Prof. K. Srinivas (Officer Incharge of Examinations)	Member
13	Mr. A.Y.R.V. Prasad (Admn. Officer)	Member
14	Mr. Ch. Sivaram (Finance / Accounts)	Member