

## IQAC Vision

To ensure quality culture as the prime concern for the Higher Education Institutions through institutionalizing and internalizing all the initiatives taken with internal and external support.

## Objective

### *The primary aim of IQAC is*

- To develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution.
- To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.

## Strategies


### *IQAC shall evolve mechanisms and procedures for*

- a) Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks.
- b) The credibility of assessment and evaluation process.
- c) Ensuring the adequacy, maintenance and proper allocation of support structure and services.
- d) Sharing of research findings and networking with other institutions in India and abroad.

## Functions

### *Some of the functions expected of the IQAC are:*

- Development and application of quality benchmarks Parameters for various academic and administrative activities of the institution
- Facilitating the creation of a learner-centric environment conducive to quality education and faculty progress to adopt the required knowledge and technology for participatory teaching and learning process
- Collection and analysis of feedback from all stakeholders on quality-related institutional processes
- Dissemination of information on various quality parameters to all stakeholders
- Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles
- Documentation of the various programmes/activities leading to quality improvement
- Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices
- Development and maintenance of institutional database through MIS for the purpose of maintaining /enhancing the institutional quality

  
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# SREE DATTHA INSTITUTE OF ENGINEERING & SCIENCE

(Approved by AICTE - New Delhi, Affiliated to JNTUH)

Nagarjuna Sagar Road, Sheriguda (V), Ibrahimpatnam (M) R.R. Dist., Greater Hyderabad, Telangana- 501510.

Website: [www.sreedattha.ac.in](http://www.sreedattha.ac.in) Email: [info@sreedattha.ac.in](mailto:info@sreedattha.ac.in)

- Periodical conduct of Academic and Administrative Audit and its follow-up
- Preparation and submission of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC.

## Benefits

*IQAC will facilitate / contribute to*

- Ensure clarity and focus in institutional functioning towards quality enhancement
- Ensure centralized administration and quality culture
- Ensure enhancement and coordination among various activities of the institution and institutionalize all good practices



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**MEETING OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC) (A. Y. 2022-23)**

Date: 26.09.2022, Time: 2.00 P.M., Venue: Seminar Hall

**AGENDA**

1. Review of minutes of Previous IQAC Meeting
2. Action taken report on the decisions of the previous meeting
3. To work out the mechanism for ensuring timely, efficient and periodic progressive performance of academic, administrative, research and extension activities on regular basis.
4. To decide about First National conference for Computer Engg. Department
5. To strengthen the Industry-Institute Interaction through Collaboration, Membership & MoU's
6. Strengthening of student associations and their participation in National Technical Events.
7. To decide incorporate extension activities under the program of NSS.

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The Chairperson welcomed the members for the first meeting of IQAC in the academic year 2022-23.

The following points were discussed in the meeting:

**Agenda1: Review of minutes of Previous IQAC Meeting**

The minutes of the meeting held previously are approved by the Council.

**Agenda 2: Action taken report on the decisions of the previous meeting.**

S.No.	Recommendation given by IQAC Committee	Action Taken for Implementation & Outcomes
1.	Mission, Vision and Core Values of Institution and all Departments	The Vision, Mission, and Core Values statements of Institution and Departments are reviewed and finalized the previous statements without any modification. The statements are approved by members of Management.
2.	Registration and organization of Alumni Meet	It is decided to conduct alumni meet annually as per the stake holders requirement recommended by statutory bodies like NAAC/NBA
3.	Conduction of one National Conference in the institute	One national Conference is planned to conduct in this academic year.
4.	NSS activities	Activities like Tree plantation , Blood Donation Camp , Road Safety program etc. successfully conducted under NSS.

**Agenda 3: To work out the mechanism for ensuring timely, efficient and periodic progressive performance of academic, administrative, research and extension activities on regular basis**

The Chairperson of IQAC is emphasized on academic mechanism required for efficient and periodic progress. All committee members discussed the current status of administrative processes and recommended strongly the decentralization of academics and administrative activities. Members also stressed on enhancing teaching-learning process in various departments. Guardian faculty members need to attend personal problems of students along with their academic problems.

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The members suggested designating Deans and functioning heads for Academics, Administrative, Students Affairs and Research and Development committees.

**Agenda 4: To decide about First National conference for Computer Engg. Department**

To continue the research culture, Chairperson and Coordinator proposed to organize 2nd Institutional and 1st Computer Engineering department's National Conference before the committee. Committee agreed to organize 1st National Conference in Computer Engineering Department.

**Agenda 5: To strengthen the Industry Institute Interaction**

Committee recommended increasing the frequency of Industrial visits, Expert lectures, Industrial exposure training from Industry persons, Membership & MoU's to explore the various practical aspects of industrial development to the students.

**Agenda 6: Strengthening of students associations and their participation in National Technical Events**

The Chairperson discussed the various aspects of strengthening of Students Association and Club activities to promote their participations in technical events.

**Agenda 7: To incorporate extension activities under the program of NSS**

The President of Alumni Association suggested organizing more extracurricular activities under NSS Club. All Committee members decided to plan more activities in National Social Scheme Special Camp such as Awareness about Digitization, Water harvesting, SWACH BHARAT ABHIYAN etc.

**The conclusions of the meeting and proposed action plan :**

1. It is decided to formulate Deans and functional heads for Academics, Administrative, Student Affairs and Research & Development (Dean Academics, Dean Administration, Dean Students Affairs and Dean R&D).

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1. It is decided to conduct Second Institutional and First National Conference for Computer department on topics such as Cloud Computing, Internet of things, Networks and Communications and some recent advancement in embedded, computer Graphics etc. for promoting research culture.
2. Planning of more Industrial visits, Expert lectures, and Industrial exposure training to students.
3. It is decided to continue the participation of students in upcoming National technical events.
4. It is decided to plan more activities under National Social Scheme Special Camp.

The IQAC Coordinator informed the date for the next meeting and the meeting ended with a formal vote of thanks.

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## Members present

Name	Designation & Department	Role in the Committee	Signature
Prof. (Dr.) Md. Sameeruddin Khan	Principal	Chairman	
Dr GNV Vibhav Reddy	Vice chairman, SDES	Member	
Dr. M. Sandeep	HOD, EEE	Member	
Dr M Javeed	HOD, ECE	Member	
Dr. R. Vignesh	HOD, CE	Member	
Dr. Nazmunissa	HOD, CSE	Member	
Mr. Rahulji Dala	HOD, ME	Member	
Dr. Nagmalleshrao	HOD, H&S	Member	
Dr. A. Sarveswara Rao	R&D Cell	Member	
Mr Pankaj Diwan	Industry person	Member	
Mr. G.T. Jalender	Acct. officer	Member	
Dr. Venkat Reddy	CoE	Member	
Mr. B Rajsekhar	Alumni	Member	
Mr. Saiteja Reddy	Student	Member	
Dr. Amol Purohit	Vice Principal	Coordinator	


  
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**THE 2<sup>nd</sup> MEETING OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC) (A. Y. 2022-23)**

**Date: 09.06.2023, Time: 1:00 P.M. to 3:00 PM, Venue: Seminar Hall AGENDA**

1. Review of minutes of 1<sup>st</sup> IQAC Meeting of A.Y.2022 -23 and subsequent action taken.
2. Review of Academic Result and Action plan for improvement.
3. Resources and Infrastructure requirement for addition of new courses.
4. Status of Research Projects, Future Plan.
5. Review of feedback form all stakeholders - student, parent, alumni and employer.
6. Review of Industry Institute Interaction and Student's Placement.
7. E-AQAR 2022-23 Submission and Difficulties.
8. Any other point with permission from the chair.

  
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Ref No.: MMIT/IQAC 2024/02

Date: 06/03/2024

### Internal Quality Assurance Cell (IQAC) Minutes of IQAC 2<sup>nd</sup> Meeting of A.Y.20<sup>23</sup>-2024

Meeting 2 of A.Y.2 2023-2024

The 2<sup>nd</sup> IQAC meeting for Academic Session 202: held on 06/03/2024 at 2 PM, SDES. Following members attended the meeting.

#### Members present

Name	Designation & Department	Role in the Committee	Signature
Prof. (Dr.) Md. Sameeruddin Khan	Principal	Chairman	
Dr GNV Vibhav Reddy	Vice chairman, SDES	Member	
Dr. M. Sandeep	HOD, EEE	Member	
Dr M Javeed	HOD, ECE	Member	
Dr. R.Vignesh	HOD, CE	Member	
Dr. Nazmunissa	HOD, CSE	Member	
Mr. Rahulji Dula	HOD, ME	Member	
Dr. Nagmalleshrao	HOD, H&S	Member	
Dr. A. Sarveswara Rao	R&D Cell	Member	
Mr Pankaj Diwan	Industry person	Member	
Mr. G.T.Jalender	Acct. officer	Member	
Dr. Venkat Reddy	CoE	Member	
Mr. B Rajsekhar	Alumni	Member	
Mr. Saiteja Reddy	Student	Member	
Dr. Amol Purohit	Vice Principal	Coordinator	

The Chairperson welcomed the members for the 2nd meeting of A.Y.2022-23 followed by a review presentation made by Coordinator / Director of IQAC.

The following points were discussed in the meeting:

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### **Agenda 1: Review of minutes of 8th IQAC Meeting and subsequent action taken**

**Resolution 1:** The 1<sup>st</sup> IQAC meeting of A.Y.2022-23 was conducted on 26<sup>th</sup> September 2023 at 11:00 a.m. The minutes of the meeting were readout with a formal discussion with all IQAC members. These minutes of the meeting were approved by the IQAC members.

### **Agenda 2: Review of Academic Result and Action plan for e-Learning activities**

**Resolution:** A review of previous Academic years results were taken. It is discussed that for a few subjects, there is a need to improve the results. Various initiatives such as recorded video lectures, additional teaching materials, e-books, etc were taken by staff for conducting teaching- learning processes through online mode. However, for the next semester, it is decided to continue the online teaching-learning activities along with regular teaching activities as per the guidelines of University.

### **Agenda 3: Resources and Infrastructure requirement for addition of new courses**

**Resolution:** IQAC members were informed about the sanction of a new courses of from AY 2022-23. The Extension of Approval is already received from AICTE. It is discussed that the institute would work for the requirements of laboratories, equipment, books and other academic resources for the new courses.

### **Agenda 4: Status of Research Projects, Future Plan.**

**Resolution:** It is discussed that the institute needs to strengthen the R&D activities. Every doctorate faculty required to apply minimum worth of Rs. 5 Lakh annually to the funding agencies Viz., AICTE,DST, SERB etc., Similar efforts are required in AY 2022-23 to further strengthen the R&D activities.

### **Agenda 5: Review of Industry Institute Interaction and Student's Placement.**

**Resolution:** Several activities such as Industry-Institute Interaction, Personal interview and Group discussion practice sessions, Sessions for higher studies such as GATE, CAT, GRE, GMAT were planned in AY 2022-23 semester II.



**Agenda 6: E-AQAR Submission and Difficulties**

**Resolution:** It is decided that the AQAR submission of 2022-23 to be initiated in the month of November 2023. After completion of filling of data, it would be put up to the CAC for final review and approval. It is proposed to complete AQAR submission by the end of December 2023.

**Agenda 7: Any other point with permission from the chair.**

**Resolution:** It is necessary to initiate activities in the departments in the view of the NBA accreditation process. Department level, criterion-wise committees are formed and the work has been initiated.

The IQAC director/Coordinator, proposed the vote of thanks to all IQAC members. The next IQAC meeting is unanimously proposed in the month of March 2024.

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