



VIKAS COLLEGE OF ENGINEERING & TECHNOLOGY,
Nunna, Vijayawada, Krishna (Dt), Andhra Pradesh

Minutes of the Meeting IQAC

Venue: Principal Chamber

Time: 10.A.M

Date:01/12/2020

Dr. B.Ramana, chairperson and coordinator of IQAC welcomed all the members , who presented for the meeting. The following agenda have been discussed in the meeting

1. Review of the previous Quality initiatives and activities
2. Review of the self study report which is preparing for the submission of the NAAC portal
3. Review of the best practices conducted by the college
4. Maintenance of the College website
5. Review of the Academic results and action plan for the improvement

The coordinator conveyed his thanks to the members for attending the meeting and the members are agreed to meet in the next meeting which will be held in the month of march 2021.

Meeting ended with final remarks of the chairperson


Resolutions:

Agenda item	Resolution description	Responsibility	Target date of completion
1	Resolved that one coordinator will be the custodian for the documents	Mr. T Mastanaiah	--
2	Identified the criterion coordinators. Need to interact with them and brief them the requirements	Mr. T Mastanaiah	Apr 15
3a	Advised all members to come-up with best practices on their perspective	ALL	April 1
3b	Consolidate the best practices	B V Reddy	April5th
3c	Collect the evidence of success	Respective in-charge	April10th
4a	Resolved to revamp the web site with new site map	Usha Rani	March 30
4b	Monitor the progress of the web site updation and provide information	KKD Vara Prasad	April 3
5	Resolved to train teachers for more ICT tools and use ECAP for information sharing with students.	Prsanna Kumar / Dr Ramana	March 15

The following members were present in the meeting

1. Mr. N. Narsi Reddy
2. Dr. B Ramana
3. Mr. T Masthanaiah
4. Mr. B.V.Reddy
5. Mrs.D Usha Rani
6. Mr. K.K.D.Vara Prasad
7. Mr.K.Praveen
8. Mr. G.P.V pandu Ranga Rao


IQAC co-ordinator


PRINCIPAL
VIKAS COLLEGE OF ENGG.&TECH
NUNNA, VIJAYAWADA RURAL
Krishna Dist., A.P.