



KRISHNAVENI ENGINEERING COLLEGE FOR WOMEN

KESANUPALLI :: NARASARAOPET

(Approved by AICTE, New Delhi, Affiliated to JNTUK, Kakinada)

Phone: +91 – 9848498714, 9966306061, web: www.kecw.edu.in

KECW/ADM/123/IQAC

Date:20/04/2024

CIRCULAR

All the HODs concerned are here by informed to attend the meeting on 22-04-2024 (Monday) at 3:00 PM, in board room.

Agenda:

- Formation of New IQAC committee for A.Y. 2024-25


PRINCIPAL
KRISHNAVENI ENGINEERING COLLEGE FOR WOMEN
Kesanupalli, NARASARAOPET

Copy to:
All HODs



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KECW/ADM/123/IQAC

Date:22/04/2024

CIRCULAR

This is to inform to all the HODs and staff members that IQAC constituted with the following members for the A.Y 2024-25.

| S.No | Name | Designation |
|------|-------------------------|------------------------------|
| 1 | Sri. M.R. Seshagiri Rao | Management Member (Chairman) |
| 2 | Smt. D. Sravya | Management Member (Director) |
| 3 | Dr. S. RamaRao | Chairperson (Principal) |
| 4 | Prof. J. Ravisankar | Coordinator (ECE HOD) |
| 5 | Smt. B.Radhika | Member (CSE HOD) |
| 6 | Smt. M. Sitara | Member (MBA HOD) |
| 7 | Mr. B. Phani Babu | Member (H&S HOD) |
| 8 | Mr. Ch. Naveen | Member (Associate Professor) |
| 9 | Mr. Pavan Kumar | A.O |
| 10 | Mrs. B. Lalitha Devi | Office Supdt. |
| 11 | Mr. K. Nasaraiah | Nominee–Industrialist |
| 12 | Mr. N. Venkateswarlu | Nominee–Local Society |
| 13 | M. Swathi | Nominee–Alumni |
| 14 | Kota Deepthi | Nominee-Student |

Submitted to:

1) The Chairman for information

Copy to : 2) HODs

3) the members


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CIRCULAR

Minutes of the 1st IQAC meeting held on 24-04-2024

Members Presented:

| S.No | Name | Designation |
|------|-------------------------|------------------------------|
| 1 | Sri. M.R. Seshagiri Rao | Management Member (Chairman) |
| 2 | Smt D. Sravya | Management Member (Director) |
| 3 | Dr. S. RamaRao | Chairperson (Principal) |
| 4 | Prof. J. Ravisankar | Coordinator (ECE HOD) |
| 5 | Smt. B. Radhika | Member (CSE HOD) |
| 6 | Smt. M. Sitara | Member (MBA HOD) |
| 7 | Mr.B.Phani Babu | Member (H&S HOD) |
| 8 | Mr. Ch.Naveen | Member (Associate Professor) |
| 9 | Mr. Pavan Kumar | A.O |
| 10 | Mrs. B. Lalitha Devi | Office Supdt. |
| 11 | Mr. K.Nasaraiah | Nominee–Industrialist |
| 12 | Mr. N.Venkateswarlu | Nominee–Local Society |
| 13 | M. Swathi | Nominee–Alumni |
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Principal

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| S.No | SUBJECT | RESOLUTION | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|------|-----------------------|---|------|------|-------------|---|-----------------------|------------------------------|---|--------------|------------------------------|---|--------------|-------------------------|---|--------------------|-----------------------|---|----------------|------------------|---|---------------|------------------|---|------------------|-----------------|---|----------------|------------------------------|---|-----------------|-----|----|---------------------|---------------|----|------------------|-----------------------|----|----------------------|-------------------------|----|-----------|----------------|----|--------------|-----------------|
| 1 | Welcome | Our Principal, Chairman of IQAC welcomed the gathering consisting of the members of newly constituted IQAC. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2 | Composition of IQAC | <p>The IQAC members are chosen based on the NAAC guidelines. The Composition of IQAC is</p> <table border="1"><thead><tr><th>S.No</th><th>Name</th><th>Designation</th></tr></thead><tbody><tr><td>1</td><td>Sri M.R. SeshagiriRao</td><td>Management Member (Chairman)</td></tr><tr><td>2</td><td>Smt D.Sravya</td><td>Management Member (Director)</td></tr><tr><td>3</td><td>Dr.S.RamaRao</td><td>Chairperson (Principal)</td></tr><tr><td>4</td><td>Prof. J.Ravisankar</td><td>Coordinator (ECE HOD)</td></tr><tr><td>5</td><td>Smt. B.Radhika</td><td>Member (CSE HOD)</td></tr><tr><td>6</td><td>Smt. M.Sitara</td><td>Member (MBA HOD)</td></tr><tr><td>7</td><td>Mr. B.Phani Babu</td><td>Member (H&SHOD)</td></tr><tr><td>8</td><td>Mr. Ch. Naveen</td><td>Member (Associate Professor)</td></tr><tr><td>9</td><td>Mr. Pavan Kumar</td><td>A.O</td></tr><tr><td>10</td><td>Mrs B. Lalitha Devi</td><td>Office Supdt.</td></tr><tr><td>11</td><td>Mr. K. Nasaraiah</td><td>Nominee–Industrialist</td></tr><tr><td>12</td><td>Mr. N. Venkateswarlu</td><td>Nominee – Local Society</td></tr><tr><td>13</td><td>M. Swathi</td><td>Nominee–Alumni</td></tr><tr><td>14</td><td>Kota Deepthi</td><td>Nominee-Student</td></tr></tbody></table> | S.No | Name | Designation | 1 | Sri M.R. SeshagiriRao | Management Member (Chairman) | 2 | Smt D.Sravya | Management Member (Director) | 3 | Dr.S.RamaRao | Chairperson (Principal) | 4 | Prof. J.Ravisankar | Coordinator (ECE HOD) | 5 | Smt. B.Radhika | Member (CSE HOD) | 6 | Smt. M.Sitara | Member (MBA HOD) | 7 | Mr. B.Phani Babu | Member (H&SHOD) | 8 | Mr. Ch. Naveen | Member (Associate Professor) | 9 | Mr. Pavan Kumar | A.O | 10 | Mrs B. Lalitha Devi | Office Supdt. | 11 | Mr. K. Nasaraiah | Nominee–Industrialist | 12 | Mr. N. Venkateswarlu | Nominee – Local Society | 13 | M. Swathi | Nominee–Alumni | 14 | Kota Deepthi | Nominee-Student |
| S.No | Name | Designation | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1 | Sri M.R. SeshagiriRao | Management Member (Chairman) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2 | Smt D.Sravya | Management Member (Director) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3 | Dr.S.RamaRao | Chairperson (Principal) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4 | Prof. J.Ravisankar | Coordinator (ECE HOD) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5 | Smt. B.Radhika | Member (CSE HOD) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6 | Smt. M.Sitara | Member (MBA HOD) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 7 | Mr. B.Phani Babu | Member (H&SHOD) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 8 | Mr. Ch. Naveen | Member (Associate Professor) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 9 | Mr. Pavan Kumar | A.O | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 10 | Mrs B. Lalitha Devi | Office Supdt. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 11 | Mr. K. Nasaraiah | Nominee–Industrialist | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 12 | Mr. N. Venkateswarlu | Nominee – Local Society | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 13 | M. Swathi | Nominee–Alumni | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 14 | Kota Deepthi | Nominee-Student | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |



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|---|----------------------|---|
| 3 | Presentation on IQAC | <p>The Chairman of IQAC presented the objectives of IQAC as</p> <ol style="list-style-type: none">1. To develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution.2. To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices. <p>The IQAC Chairman presented the functions of IQAC:</p> <ol style="list-style-type: none">1. Development and application of quality benchmarks/parameters for various academic and administrative activities of the institution.2. Facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process3. Arrangement for feed back response from students, parents and other stakeholders on quality-related institutional processes4. Dissemination of information on various quality parameters of higher education5. Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles6. Documentation of the various programmes/activities leading to quality improvement;7. Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices8. Development and maintenance of institutional database through MIS for the purpose of maintaining/enhancing the institutional quality9. Preparation of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC, to be submitted to NAAC |
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| | | <p>The IQAC Chairman presented the IQAC Benefits.</p> <ol style="list-style-type: none"> 1. Ensure heightened level of clarity and focus in institutional functioning towards quality enhancement 2. Ensure internalization of the quality culture Ensure enhancement and coordination among various activities of the institution and institutionalize all good practices. 3. Provide a sound basis for decision-making to improve institutional functioning. 4. Act as a dynamic system for quality changes. 5. Build an organized methodology of documentation and internal communication. <p>The Chairman also listed the requirements of IQAC.</p> <ol style="list-style-type: none"> 1. Computers with Printer. 2. Separate Room. 10. Secretarial Assistance. |
| 4 | Action Plan for the year | <p>To improve the student performance in academic and Placement activities.</p> <p>To improve the quality of research by facility and students and innovation.</p> |
| 5 | Committees Constituted to assess the progress to attain quality in teaching. | <p>Various committees are constituted. They will continuously monitor and help in preparing the AQAR. The Committees and the conveners are</p> <p>College Academic Committee: Result analysis: Mr. B. Phani Babu, Examination Cell Incharge Training of Faculty: Dr. S. Rama Rao Industry Institute Interaction :Mr. J. Ravisankar Training and Placement Officer : J. Ravisankar</p> |
| 6 | Vote of Thanks | <p>The IQAC chairman proposed vote of thanks. He also informed the date for the next meeting as 1st June 2024.</p> |


Principal
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