



MEETING NOTICE

Date: 24-11-2017

Subject: Meeting of IQAC scheduled on 30-11-2017.

Dear Sir/Madam,

A meeting with IQAC members is scheduled on 30.11.2017 at 03.30 PM in the Conference Hall, Prefab Block, to discuss the following agenda items. Thereby, you are requested to make yourself available for the meeting.

Agenda:

1. Finalization of Time Tables and Faculty Allocation for Semester – II of AY17-18
2. Publishing the results of Semester – I of AY 17-18
3. Steps to improve quality of education
4. Selection of Free Elective Courses for Semester – II of AY17-18 from a Pool of NPTEL Courses

Thanking you,

Yours faithfully

Mr. Ranadheer Sagi,
Associate Dean Academics,
Coordinator, IQAC,
RGUKT Basar



**Minutes of the Meeting Held on 30.11.2017 at 03.30 PM in the Conference Hall,
Prefab Block, RGUKT – Basar**

Agenda:

1. Finalization of Time Tables and Faculty Allocation for Semester – II of AY17-18
2. Publishing the results of Semester – I of AY 17-18
3. Steps to improve quality of education
4. Selection of Free Elective Courses for Semester – II of AY17-18 from a Pool of NPTEL Courses

Members Present:

1. Dr. A Ashok, IAS, Vice – Chancellor, Chairperson
2. Prof. Srihari Somu, Professor, Senior Member
3. Prof. M. Sainath, Professor, Senior Member
4. Prof. T. Rajagopala Chary, Professor, Senior Member
5. Prof. S. Rajesham, Professor, Senior Member
6. Mr. Ranadheer Sagi, Associate Dean Academics, Coordinator
7. Mr. G Srinivas Sagar, Controller of Examinations, Member
8. Mr. K Mahesh, Head, Dept of ME, Member
9. Ms. Santhi Jagadeeswari, Head, Dept of CE, Member
10. Ms. K Nandini, Head, Dept of Chemical Engg., Member
11. Mr. A Ch MadhuSudana Rao, Head, Dept of ECE, Member
12. Mr. M Laxman, Head, Dept of EEE, Member
13. Mr. A Ashok Kumar, Head, Dept of MME, Member
14. Mr. G Ranjith Kumar, Head, Dept of CSE, Member

The Chairperson welcomed the members and presented the Agenda of the meeting. The members discussed the Agenda in detail and the following are the minutes of the meeting.

Item No. 1: Finalization of Time Tables and Faculty Allocation for Semester – II of AY17-18

The Vice – Chancellor (VC) has asked the Associate Dean Academics and the HoDs to present their deliberations regarding academics in Semester – II of AY17-18. The VC appraised by the Dean and HoDs that all the preparations for Semester – II like time tables and faculty allocations have already been done.

The HoDs are requested to see that the classes are opened at least 5 minutes before the commencement of the First Hour of the day and they are also suggested to take an appropriate decision at the departmental level to do so.

Item No. 2: Publishing the results of Semester – I of AY 17-18

The VC instructed the CoE and HoDs to ensure that the results of the Semester – I of AY17-18 may be published within a week or two.

Item No. 3: Steps to improve quality of education

The VC instructed the HoDs that the faculty members have to arrange an alternative faculty during his/her leave period. He said no class shall be left idle and he cautioned that dereliction of duties may be viewed seriously.

All the members were asked to encourage the faculty members to attend Faculty Development Programs (FDPs) to update their knowledge for providing quality education to the students on the latest technologies.

The VC emphasized the need of writing lesson plans with aims and objectives of the topics that are being taught and their real time applications. The VC asked the HoDs to arrange additional/remedial classes for the weak learners.

The VC asked all members to initiate stringent actions against the students who are absconding the classes regularly. He asked the members to bring the details of such students to the notice of the Associate Dean Academics after which an appropriate action may be taken.

Few HoDs opined that the syllabuses may be reviewed taking inputs from the industry people and our Campus Placement and Training Cell which would help the students to get trained for industry ready. The Associate Dean Academics has informed that the same may be considered in the next syllabus review meeting.

HoDs, also suggested that students who are good at studies may be rewarded to inspire other students. The Associate Dean Academics also suggested that the same may be implemented to staff. The VC, finally, requested the Associate Dean Academics that an objective criterion may be prepared to implement it.

The VC instructed all the members to adhere to academic schedule as a serious business and be a winning team.

Item No. 4: Selection of Free Elective Courses for Semester – II of AY17-18 from a Pool of NPTEL Courses

The members were apprised by the Associate Dean Academics that the University shall at least float one Free Elective course from a pool of NPTEL courses to keep ourselves in comply with the guidelines of SWAYAM. All the members are requested to identify the Free Elective courses from a pool of NPTEL courses which are relevant to the departments/domains they are associated with.

At the end of the meeting, the Vice Chancellor has thanked the members.



RAJIV GANDHI UNIVERSITY OF KNOWLEDGE TECHNOLOGIES

Basar, Nirmal, Telangana State - 504107

IQAC Meeting Held on 30.11.2017 in the Conference Hall, Prefab Block, RGUKT - Basar

Attendance of the Members

S.No	Name	Designation	Position	Signature
1	Dr. A Ashok, IAS	Vice - Chancellor	Chairperson	
2	Prof. Srihari Somu	Professor	Senior Member	
3	Prof. M. Sainath	Professor	Senior Member	
4	Prof. T. Rajagopala Chary	Professor	Senior Member	
5	Prof. S. Rajesham	Professor	Senior Member	
6	Mr. Ranadheer Sagi	Associate Dean Academics	Coordinator	
7	Mr. G Srinivas Sagar	Controller of Examinations	Member	
8	Mr. K Mahesh	HoD, Mechanical Engineering	Member	
9	Ms. Santhi Jagadeeswari	HoD, Civil Engineering	Member	
10	Ms. K Nandini	HoD, Chemical Engineering	Member	
11	Mr. A Ch MadhuSudana Rao	HoD, Electronics and Communication Engineering	Member	
12	Mr. M Laxman	HoD, Electrical and Electronics Engineering	Member	
13	Mr. A Ashok Kumar	HoD, Metallurgical and Materials Engineering	Member	
14	Mr. G Ranjith Kumar	HoD, Computer Science and Engineering	Member	