



MEETING NOTICE

Date: 18-04-2018

Subject: Meeting of IQAC scheduled on 24-04-2018.

Dear Sir/Madam,

A meeting with IQAC members is scheduled on 24.04.2018 at 11.00AM 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. Discussion on the status of completion and evaluation of E4 students' projects of the AY17-18, Semester – II
2. Discussion on remuneration to be offered for the external examiners invited for E4 projects evaluation
3. Review on Steps to improve quality of education
4. Orientation lectures for PUC-II students regarding the branches in Engineering

Thanking you,

Yours faithfully

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



**Minutes of the Meeting Held on 24.04.2018 at 11.00AM in the Conference Hall,
Prefab Block, RGUKT – Basar**

Agenda:

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2. Discussion on remuneration to be offered for the external examiners invited for E4 projects evaluation
3. Review on Steps to improve quality of education
4. Orientation lectures for PUC-II students regarding the branches in Engineering

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: Discussion on the status of completion and evaluation of E4 students projects of the AY17-18, Semester – II

The Associate Dean Academics has initiated the discussion on this item and asked for the schedules of E4 project evaluations of various departments.

The HoD, Chemical Engineering, informed the Associate Dean Academics that the external evaluation of her department has been scheduled on 27/04/2018 and

requested for some more time for her two students who are carrying out their projects off campus.

The HoD, ECE, told that his department is planning to conduct the evaluations on 30/04/2018 and he also requested for some more time for the students of his department who are doing their projects off campus.

The HoDs, Civil Engineering, CSE, ME and MME informed that their evaluations will be held on 30/04/2018, 28/04/2018, 28/04/2018 & 03/05/2018 respectively.

The Associate Dean Academics made it clear to all the HoDs that the submissions and evaluations of the projects of all E4 students, including on campus and off campus students, shall be completed as early as possible so that there will not be any delay in publishing the End Semester results of the AY17-18, Semester – II.

The Associate Dean Academics requested the HoDs, whoever is asking for additional time for the students carrying out projects off campus, to write a mail to the Placement and Training Cell and take inputs on the status of the projects.

He added further that the HoDs shall take care of the projects of the students which have been mediated by them and so as the Placement and Training Cell.

In any case, as he told the members, the projects shall be submitted according to the deadline given to the students. If any student has not yet finished or partially finished the project, the panel constituted for project evaluation may take an appropriate decision/action on such students.

Where in some specific cases like the organizations/companies which don't want to share anything about the projects carried out like the PANDORA R & D LABS PVT LTD, Hyderabad – the Associate Dean Academics instructed the HoDs to send one of their faculty to that organization and evaluate the projects of the students.

Item No. 2: Discussion on remuneration to be offered for the external examiners invited for E4 projects evaluation

As the external members are called from reputed Universities/Institutes, the members proposed that the earlier criteria of giving remuneration of Rs. 28/- per student for the external examiners may be adopted where in the number of students are sufficient for the examiner to get a minimum of Rs. 1,500/- to evaluate E4 projects.

In case of number of students are less, at Rs. 28/- per student, the minimum remuneration of Rs. 1,500/- shall be given.

Item No. 3: Steps to improve quality of education

The Vice Chancellor has reviewed the steps proposed in the previous meeting dated 30.11.2017, in view of improving the quality of education.

HoDs have responded that the faculty members had adhered to the instruction of writing lesson plans with aims and objectives of the topics that were taught and its real time applications. It was informed that the students have expressed their satisfaction with the change in teaching pattern which yielded in better understanding of the concepts.

HoDs have informed that the students who are continuously absent for 4 days were brought to the notice of the concerned authorities and the same was communicated to their parents through the chief warden office.

HoDs informed that faculties have encouraged the students to raise question and get their doubts clarified from time to time so that it gives better understanding of the concept. It was also informed to Vice Chancellor that the faculties have spent extra time in clarifying the doubts and explaining few concepts for slow learners.

The Vice Chancellor has appreciated the members for implementing the suggestions and expressed that the other suggestions shall also be planned for implementation.

Item No. 4: Orientation lectures for PUC-II students regarding the branches in Engineering

As the students have come from rural background with mere knowledge in the branches, orientation program by each department certainly will give impetus in the direction in which they wish to pursue their career. Chairperson has emphasized that need of such orientation program for PUC students. The concerned departments agreed to conduct one such program at their convenient time.

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 24.04.2018 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	Dean R & D	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. RangdheerSagi	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	