



MEETING NOTICE

Date: 04-12-2018

Subject: Meeting of IQAC scheduled on 05-12-2018.

Dear Sir/Madam,

A meeting with IQAC members is scheduled on 05-12-2018 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. Review on Induction Program
2. Discussion on the status of completion of syllabus of E1
3. Instructions for evaluation of P1 to E4 (except E1)

Thanking you,

Yours faithfully

Prof. M Sainath,
Dean Academics and Planning,
Coordinator, IQAC,
RGUKT Basar



**Minutes of the Meeting Held on 05.12.2018 at 11.00 AM in the Conference
Hall, Prefab Block, RGUKT – Basar**

Agenda:

1. Review on Induction Program
2. Discussion on the status of completion of syllabus of E1
3. Instructions for evaluation of P1 to E4 (except E1)

Members Present:

1. Dr. A Ashok, IAS, Vice – Chancellor, Chairperson
2. Prof. Srihari Somu, Dean (R & D, Sciences & Humanities), Senior Member
3. Prof. M. Sainath, Dean (Academics & Planning, IIED, Training & Placements),
Coordinator
4. Prof. T. Rajagopala Chary, Dean Engineering, Senior Member
5. Prof. S. Rajesham, Professor, Senior Member
6. Mr. Ranadheer Sagi, Associate Dean Academics, Member
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: Review on impact on introducing Induction Program on students

The Vice Chancellor has invited the views and opinions of the members on the outcome of the Induction program. The members have expressed their satisfaction in the way it was organized and the topics discussed by the expert members. The program has covered various aspects like Human values and ethics, Social issues and Public awareness, Yoga, Sports and Games, Life skills, Management skills and Creative arts. The wide spectrum has created lot of awareness in the minds of the students and helped them to act more maturely. All the members have insisted that such programs shall be conducted at regular basis for students.

The Vice Chancellor has appreciated the team for organizing the program in a structured manner.

Item No. 2: Discussion on the status of completion of syllabus of E1

The Vice Chancellor has inquired about the status of syllabus coverage of E1 subjects. The Dean Academics and Planning has informed the Vice Chancellor that the syllabus of the E1 courses is covered as per the schedule. However, due to the unexpected vacation, the regular classes were disturbed which shall be compensated by taking extra classes so that the academic schedule is not disturbed. It was also informed that the semester gap between rest of the batches and E1 is almost about a month in the beginning of the academic year which has been designed in such a way that the academic year for all the batches shall be completed uniformly for all the batches.

Item No. 3: Instructions for evaluation of P1 to E4 (except E1)

The Vice Chancellor has invited Controller of Examinations (CoE) to present the scheme of evaluation to the members. The CoE has informed the members that a communication from the exam section shall be made once the coding of the answer scripts are completed to the respective faculty members. Further, it was informed that the faculty members have to evaluate the scripts only in the evaluation room on regular basis so that the results can be declared in the stipulated time.

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



IQAC Meeting Held on 05.12.2018 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, Sciences & Humanities)	Senior Member	
3	Prof. M. Sainath	Dean (Academics & Planning, IIED, Training & Placements)	Coordinator	
4	Prof. T. Rajagopala Chary	Dean Engineering	Senior Member	
5	Prof. S. Rajesham	Professor	Senior Member	
6	Mr. Ranadheer Sagi	Associate Dean Academics	Member	
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	