



**Gokaraju Rangaraju Institute of Engineering and Technology  
(Autonomous)**

**Bachupally, Hyderabad-500090, Telangana State, India**

**Minutes of 16<sup>th</sup> Internal Quality Assurance Cell Meeting**

16<sup>th</sup> IQAC meeting was convened on 25 September 2021 (Saturday) at 14:00 Hrs. in online mode using Google Meet Platform and discussed the agenda points under the Chairmanship of Dr. J. Praveen, Principal, GRIET.

The following members were present.

1.	Dr J. Praveen	Principal, Chairman
2.	Dr. Jandhyala N Murthy	Director, Member
3.	Dr. A. Sai Hanuman	Professor, Dean Academic Affairs, Member
4.	Dr. Ch. Mallikarjuna Rao	Professor, Controller of Examinations, Member
5.	Dr. Swadesh K Singh	Professor, Dean R&D, Member
6.	Dr. C. Lavanya	Professor, Dean FDP, Member
7.	Dr. Y Vijayalata	Professor, Dean PAAC, Member
8.	Sri B Ch Nookaraju	Associate Professor, Dean SA, Member
9.	Sri P. Gopala Krishna	Associate Professor, Dean Publicity, Member
10.	Ms. K Spurthi	UNICEF Drinking Water Consultant, National Jal Jeevan Mission, Member
11.	Mrs. M Aruna	Deputy Director, CII, Hyderabad, Member
12.	Dr. B.V.Ravi Kumar	Scientist 'F', DRDO, Member
13.	Mr. B Animesh	IEEE Student Chair, Member
14.	Dr. M G Sekharam	CEO, Invited Member
15.	Dr. K Madhavi	Professor, HOD CSE, Invited Member
16.	Dr. N Swetha	Professor, HOD ECE, Invited Member
17.	Dr. J Sridevi	Professor, HOD EEE, Invited Member
18.	Dr. K Prasanna Lakshmi	Professor, HOD IT, Invited Member
19.	Dr. N. Satheesh	Professor, HOD ME, Invited Member
20.	Dr. B Srinivasa Rao	Professor, HOD H&S, Invited Member
21.	Sri V. Vijaya Rama Raju	Associate Professor, Dean IQAC, Member Secretary

S.No	Agenda	Deliberations /Resolution	Action/ Info by
1.	<b>To confirm the minutes of the last Meeting of IQAC held on</b>	No comments were received on the resolutions made at 15th IQAC Meeting held on 29 December 2020 at 14.00 hrs	All Members

	<b>29 December 2020.</b>	<b>Members passed minutes of 15th IQAC Meeting held on 29 December 2020.</b>	
<b>2.</b>	<b>To report the action taken on the minutes of the last meeting of IQAC held on 29 December 2020.</b>	Member Secretary presented action taken report on the previous meeting minutes.  <b>Members approved ATR</b>	All Members
<b>3.</b>	<b>To review the performance in various academic activities and feedback analysis:</b>	Feedback for Online Classes, Augmentation of infrastructure in terms of labs and classrooms for the new programmes like CSE(AI&ML), CSE(DS) and CSBS were discussed. As per the IQAC suggestions, Excel template was revised and threshold values for CO-PO attainments have been set: <ul style="list-style-type: none"> <li>o Remedial Action for COs Less than 70%</li> <li>o PO is Satisfied if attained PO &gt; 70</li> </ul> <b>Recommendations:</b> <ul style="list-style-type: none"> <li>• <b>Finalize GR-20 syllabus for III &amp; IV year by 31 October 2021</b></li> <li>• <b>Initiate the preparations for GR-22 regulations by 30 November 2021</b></li> <li>• <b>Submit the overall report on CO-PO attainments for the AY 2020-21 by 31 Oct 2021</b></li> <li>• <b>Ensure that the stakeholders' feedback is also considered during the inclusion of new courses in GR20 by 31 October 2021.</b></li> <li>• <b>Conduct Student Satisfaction Survey (SSS) for AY 2020-21 on overall institutional performance as per NAAC guidelines by 30 November 2021</b></li> <li>• <b>Submit a report on utilization of Newton platform services for conducting assignments and quizzes during offline lectures by 15 November 2021</b></li> </ul>	
			Dean Academic Affairs
			Dean Academic Affairs
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			Dean Academic Affairs
			Dean Finishing School
			Dean ICT
<b>4.</b>	<b>To review the student performance in academics:</b>	Members reviewed the results of 2020-21 I & II Semesters and the conduction of AY:2020-21 II-Semester Examinations as per the guidelines given by JNTUH and AICTE by taking the precautionary steps.  <b>Recommendations:</b> <ul style="list-style-type: none"> <li>• <b>Conduct remedial classes for II-Year students based on the performance in I-Mid examinations to improve the final exam</b></li> </ul>	
			Dean Finishing School

		<b>results.</b>																												
5.	<b>To review the improvement in quality publications and research grants from various organizations:</b>	Improvement in research publications, Research Grants Received, consultancy works were presented before the members.																												
		<b>Research Status:</b>																												
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<ul style="list-style-type: none"> <li>Review the current policy for providing seed money to teachers for research and make any necessary changes to meet current needs by 30 November 2021.</li> </ul>	Dean R&D																													
<ul style="list-style-type: none"> <li>Identify top 50 performers in R&amp;D and provide incentives by 30 November 2021.</li> </ul>	Dean R&D																													
6.	<b>To review the outcome of faculty development training programs conducted to improve their subject domain and pedagogical</b>	Faculty Development Programs attended and conducted by faculty in each department were presented before members. It was informed that there is a drastic increase in FDPs conducted and organized during COVID period. As per the AICTE policy, faculty under 5 years of experience are undergoing training by NITTTR in 8 modules.																												
		Faculty Development Programs Attended: <table border="1"> <thead> <tr> <th>Department</th> <th>2018-19</th> <th>2019-20</th> <th>2020-21</th> </tr> </thead> <tbody> <tr> <td>BSH</td> <td>72</td> <td>701</td> <td>350</td> </tr> </tbody> </table>	Department	2018-19	2019-20	2020-21	BSH	72	701	350																				
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skills:	<b>CE</b>	97	270	229		
	<b>CSE</b>	135	921	318		
	<b>ECE</b>	102	506	91		
	<b>EEE</b>	100	508	151		
	<b>IT</b>	148	721	422		
	<b>ME</b>	29	276	100		
	<b>Total</b>	683	3903	1661		
	Faculty Development Programs Organized:					
	<b>Department</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>		
	<b>BSH</b>	3	20	1		
<b>CE</b>	1	8	2			
<b>CSE</b>	7	15	5			
<b>ECE</b>	4	10	5			
<b>EEE</b>	3	2	6			
<b>IT</b>	7	9	1			
<b>ME</b>	1	4	6			
<b>Total</b>	<b>30</b>	<b>75</b>	<b>26</b>			
<b>FDPs Conducted in AY:2020-21</b>						
<ul style="list-style-type: none"> <li>• Faculty Induction Program – 2021</li> <li>• AICTE Margdarshan FDP on “Preparation of Self-Assessment Report for NBA”</li> <li>• FDP on <ul style="list-style-type: none"> <li>• Student Assessment and Evaluation by ECE</li> <li>• Orientation Towards Technical Education &amp; Curriculum Aspects by CE</li> <li>• Communication Skills, Modes and Knowledge Dissemination by H&amp;S</li> <li>• Professional Ethics &amp; Sustainable Development by EEE</li> <li>• Creative Problem Solving, Innovation and Meaningful R &amp; D by ME</li> <li>• Instructional Planning and Delivery by IT</li> </ul> </li> </ul>						
<b>Recommendations:</b>						
<ul style="list-style-type: none"> <li>• Organize at least one administrative training programme per year for senior faculty members.</li> </ul>				Dean FDP		
<ul style="list-style-type: none"> <li>• Organize at least one Skill development program per semester for non- teaching staff.</li> </ul>				Dean FDP		
<ul style="list-style-type: none"> <li>• Examine current employee welfare programmes and make any required improvements to meet the COVID-19 pandemic’s new standards by 31 December 2021.</li> </ul>				Dean FDP		
<ul style="list-style-type: none"> <li>• Conduct FDPs in collaboration with CII by 31</li> </ul>				Dean FDP		

<b>December 2021</b>																									
<b>7.</b>	<b>To review the status of accreditations and affiliations:</b>	<p>Members reviewed the status of accreditations and affiliations.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">UG Program</th> <th style="text-align: center;">Start</th> <th style="text-align: center;">Accreditation Status</th> </tr> </thead> <tbody> <tr> <td>Electrical &amp; Electronics Engineering</td> <td style="text-align: center;">1997</td> <td rowspan="5" style="vertical-align: top;">First NBA Accreditation in 2006  Reaccredited in 2009, 2014, 2017 and 2020 Valid upto 30.06.2023</td> </tr> <tr> <td>Mechanical Engineering</td> <td style="text-align: center;">1997</td> </tr> <tr> <td>Electronics &amp; Communications Engineering</td> <td style="text-align: center;">1997</td> </tr> <tr> <td>Computer Science &amp; Engineering</td> <td style="text-align: center;">1997</td> </tr> <tr> <td>Information Technology</td> <td style="text-align: center;">1999</td> </tr> <tr> <td>Civil Engineering</td> <td style="text-align: center;">2008</td> <td style="vertical-align: top;">First NBA Accreditation in 2016 Reaccredited in 2019 and valid till 30.06.2022</td> </tr> </tbody> </table> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">PG Program</th> <th style="text-align: center;">Start</th> <th style="text-align: center;">Accreditation Status</th> </tr> </thead> <tbody> <tr> <td>Design for Manufacturing</td> <td style="text-align: center;">2004</td> <td style="vertical-align: top;">First NBA Accreditation in 2016 and valid upto 30.06.2018  Applied for reaccreditation in 2021, waiting for Expert Team Visit</td> </tr> </tbody> </table>	UG Program	Start	Accreditation Status	Electrical & Electronics Engineering	1997	First NBA Accreditation in 2006  Reaccredited in 2009, 2014, 2017 and 2020 Valid upto 30.06.2023	Mechanical Engineering	1997	Electronics & Communications Engineering	1997	Computer Science & Engineering	1997	Information Technology	1999	Civil Engineering	2008	First NBA Accreditation in 2016 Reaccredited in 2019 and valid till 30.06.2022	PG Program	Start	Accreditation Status	Design for Manufacturing	2004	First NBA Accreditation in 2016 and valid upto 30.06.2018  Applied for reaccreditation in 2021, waiting for Expert Team Visit
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<b>8.</b>	<b>To review the status of student activities:</b>	<p>Members reviewed various student activities conducted by student bodies.</p> <p><b>GRIET NSS/Green Campus/ Street Cause Activities: 2020-21:</b></p> <ol style="list-style-type: none"> <li>1. Covid Vaccination drive is conducted through NSS to 223 Teaching and Non-teaching staff of college and 29 outside participants in collaboration with Lotus Hospital.</li> </ol>	All HoDs, Dean Student Affairs, Dean Green Campus, Dean Alumni Affairs.											

2. International Yoga Day is conducted through NSS to students and staff where 852 participants including outsiders have taken part
3. AIDS Awareness program is conducted on World's AIDS Day on through NSS where 363 participants are taken part.
4. NSS GRIET supported the pulse polio vaccination drive of the government by spreading awareness and volunteering in the camps organized in every area.
5. NSS GRIET conducted covid-19 vaccine awareness program to create an impact regarding facts and myths of covid-19 which continues to be a major problem faced by many people.
6. NSS GRIET Continuous support to Covid patients and needy like Whole Blood, Plasma, platelets. More than 100+ blood donation and plasma for COVID-19 patients.
7. Blanket distribution drive through NSS to the people on streets and food distribution to the daily wage laborer, security guards etc. during the COVID-19 lockdown.

**GRIET Professional Bodies Students Awards 2020-21:**

- GRIET won MEGA ATV Championship- 2021 “SAE Professional body which was held at Goa, India.
- SAE also won First prize in Endurance, second Prize in Design Presentation, Second prize in Hill Climbing.
- SAE won the Second Prize under Design Presentation in Aero Design Competition -2021.

**Green Campus Events:**

S.No	Date	Event	Participants
1	30-07-2021	Haritha haram	162
2	15-08-2021	Plantation	211
3	07-09-2021	Blood donation	80
4	09-09-2021	Friendly Ganesh Idols distribution	350

**Recommendations:**

		<ul style="list-style-type: none"> <li>Establish a full-fledged Higher studies and competitive Examination Center (HSCE) by the end of this semester</li> </ul>	Dean Career Guidance
		<ul style="list-style-type: none"> <li>Organize at least one activity per semester per department by inviting prominent Alumni along with annual meeting to strengthen alumni network.</li> </ul>	Dean Alumni Affairs
		<ul style="list-style-type: none"> <li>Strengthen G-SUPPORT to aid needy students</li> </ul>	Dean Student Affairs
		<ul style="list-style-type: none"> <li>Examine the policy on student welfare programmes and make any required revisions in light of the new standard set by the COVID-19 pandemic for the upcoming academic year.</li> </ul>	Dean Student Affairs
		<ul style="list-style-type: none"> <li>By the 10th of each month, publish an e-copy of the monthly magazine "Diary of Events" to consolidate the institute's activities.</li> </ul>	Dean Student Affairs
9.	Dissemination of information on various quality initiatives to all stakeholders:	<p>Recognitions received from various organizations and achievements by Faculty are presented before members. It is informed that GRIET received 165 rank in NIRF by MHRD, GOI India Rankings 2021.</p> <p><b>Recommendations:</b></p> <ul style="list-style-type: none"> <li>Dissemination of information on various Quality Initiatives to the newly admitted students for AY 2021-22 during induction program.</li> </ul>	Dean Publicity
10.	Review of Quality Initiatives and adoption of best practices:	<p>Associate Dean IQAC presented the Quality Initiatives taken by GRIET-IQAC.</p> <p>IQAC in collaboration with CII organized</p> <ul style="list-style-type: none"> <li>✓ CEO Speak session on “Data Science and Machine Learning” on 22<sup>nd</sup> January 2021. More than 600 students from CSE, CSE (CSBC), CSE (DS), CSE (AIML) and IT branches of GRIET were benefited.</li> <li>✓ “Rise above” event was conducted on 8<sup>th</sup> March 2021. 421 participants have attended the event.</li> <li>✓ “Unleashing the future of skills and workplaces” on 20<sup>th</sup> February 2021 through cisco WebEx. 235 participants have attended the event.</li> </ul> <p>Addressing COVID - 19 pandemic issues:</p> <ul style="list-style-type: none"> <li>✓ Conducted Surveys on “<b>Mental Wellness Issues</b>” for all students and staff in February, May 2021 and addressed their problems individually.</li> <li>✓ All the staff and students were circulated with booklets educating on “<b>Mental Health</b>”</li> </ul>	All Members,



		<p><b>Preparedness during Corona Pandemic”</b> in January 2021.</p> <ul style="list-style-type: none"> <li>✓ Individualized <b>Psychological counselling</b> was done to 174 students, 52 parents and 21 faculty members expelling their apprehensions and misconceptions on Corona related problems.</li> <li>✓ Submitted <b>AQARs</b> for AY 2018-19 &amp; 2019-20</li> <li>✓ Conducted <b>Internal audit</b> in Aug 2021</li> <li>✓ <b>ECAP MIS</b> is made available for the faculty to post attendance and take feedback from the students</li> <li>✓ NSS volunteers deployed <b>water management system</b> at Government school in Ettigadda Sangam, Medak district.</li> <li>✓ Data collection is in progress to conduct Internal and External “<b>Academic and Administrative Audits</b>” in the months of October and November 2021.</li> <li>✓ Conducted Remedial classes for B. Tech II year &amp; III year academically weak students to clear their backlogs of Sem-I from 31<sup>st</sup> May 2021 to 3<sup>rd</sup> July 2021.</li> <li>✓ Faculty Feedback have been taken 3 times per semester for all the programmes and those faculty who got less than 3 points on a scale of 4 have been counselled by respective head of the departments, Principal and Director.</li> <li>✓ As part of the social responsibility initiatives 300 IoT Boards have been developed under IEEE Skill Connects Programme.</li> </ul> <p><b>Recommendations:</b></p>	
		<ul style="list-style-type: none"> <li>• <b>Conduct internal and external Academic and Administrative Audits by 31 December 2021</b></li> </ul>	Dean IQAC
		<ul style="list-style-type: none"> <li>• <b>Submit AQAR for AY 2020-21 by 31 December 2021</b></li> </ul>	Dean IQAC
11.	<b>Any other points for discussion</b>	<p>Dean IQAC proposed the following Quality Indices that can be focused for future rankings.</p> <ul style="list-style-type: none"> <li>● Employer Reputation</li> <li>● Alumni Outcomes</li> <li>● Partnerships with Employers Per Faculty</li> <li>● Employer-student Connections</li> <li>● Graduate Employment Rate</li> </ul> <p><b>Recommendations:</b></p>	All Members

		<ul style="list-style-type: none"><li>• <b>Encourage professors to tie-up with at least one employer in their own domain and start working on consultancy projects involving the students</b></li></ul>	HoDs
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Meeting was concluded at 03:30 PM and proposed to conduct the next meeting in December 2021.

Member Secretary