



UNIVERSAL COLLEGE OF ENGINEERING AND TECHNOLOGY

Approved by AICTE, New Delhi; Affiliated to JNTUK, Kakinada.

DOKIPARRU (V), MEDIKONDUR (M), GUNTUR-522438

Internal Quality Assurance Cell (IQAC)

Academic Year 2019-2020

All IQAC members are invited to attend this meeting held on 01.07.2019 (i.e. Monday) in Board of Directors Room at 10:00AM. The agenda of the meeting is mentioned with this. Please go through it and all concerned are requested to take necessary action in this regards.

Agenda Items:

1. Confirmation of the minutes of meeting held on 12.03.2019
2. Review of Teaching -Learning Process.
3. Feed Back Analysis System and Action Taken Report.
4. Placement Activities and Pre Placement Training Program.
5. Result Analysis and Action Taken Report.
6. Any Miscellaneous.

Minutes of Meeting

A meeting of the Internal Quality Assurance Cell (IQAC) was held in the Board of Directors Room on 01.07.2019 (i.e. Monday) at 10:00AM.

The Chairperson Dr M Umadevi, welcomed the members to the IQAC meeting of the Institute for the academic year 2019-2020.

The Coordinator Assoc. Prof. M Jayarami Reddy, also welcomed the members to the meeting of the IQAC.

1. Confirmation of minutes of previous meeting

The Chairperson and all the members are confirmed the minutes of previous meeting were held on 12.03.2019.

2. Review of Teaching -Learning Process.

The Chairperson IQAC has highlighted the importance of teaching learning process like conduction of class work as per time tables, updation of registers, quality of internal question papers as per blooms taxonomy and impartial evaluation. The Chairperson directed all HoDs to interact with

faculty having less than 80% feedback and seek their explanation in writing for filing in the department after consolidating all the explanations, an ATR must be prepared and submitted to the IQAC. And also IQAC team monitor ICT methodology to get easy of learning.

3. Feed Back Analysis System and Action Taken Report.

The Chairperson directed all HoDs to interact with faculty having less than 75% feedback and seek their explanation in writing for filing in the department after consolidating all the explanations, an ATR must be prepared and submitted to the IQAC.

4. Placement Activities and Pre-Placement Training Program.

The Chairperson reviewed the placement activities of the last batch. That is 2018-2019. And found them to be satisfactory. She directed the TPO to amylase the placements and file an ATR with the IQAC by including suggestions for improvement to the current academic year 2019-20.

5. Result Analysis and Action Taken Report.

All the HoDs are informed to go through the results analysis and conduct remedial classes for backlog students and getting better results in supplementary results.

6. Any Miscellaneous items

The Chairperson reviewed the student satisfaction survey (SSS) during the academic year 2017-18 and found to be satisfactory. She directed the IQAC to conduct same for the academic year 2018-19 during the I Mid exams of the I Semester. Attendance improvement of the students by conveying messages to parents and counselling the students who have below the 75% attendance.

7. Meeting ended with thank you note.


Meeting Attendance


The IQAC meeting was held on 01.07.2019 (i.e. Monday) at 10:00AM at BDR in Universal College of Engineering and Technology, Dokiparru, Guntur-522438.

The following members were present for the meeting

S.No.	Name of the Staff	Designation	Position
1	Dr. M Umadevi	Principal	Chairperson
2	Rev. Fr. M. Fathima Marreddy	Management Member	Member

3	Dr E Srinivasa Reddy	Academic Expert	Member
4	Mr. Y. Suresh Reddy	Administrative Officer	Member
5	Mr K Manoj Kumar	HOD - CIVIL	Member
6	Mr. J S Srinivasa Raju	HOD - EEE	Member
7	Mr K Srinivasa Rao	HOD-MECH	Member
8	Mr.K. Vijaya Kumar	HOD - ECE	Member
9	Mr. R.Pitchaiah	HOD - CSE	Member
10	Mr. M. Jayarami Reddy	HOD - S&H	Coordinator
11	Dr. P. Jeevan Pradeep	HOD - MBA	Member
12	Mr.V. Swamy Srinath	Assistant Professor - CIVIL	Member
13	Mr.T.Suman Paul Reddy	Associate Professor -EEE	Member
14	Mr.N. Ramesh	Associate Professor - MECH	Member
15	Mr.K.Babu Rao	Associate Professor -ECE	Member
16	Dr.M. Jaya Ram	Professor -CSE	Member
17	Mr.M. Simhadri	Assistant Professor -S&H	Member
18	Mr.Y.Prasada Rao	Associate Professor -MBA	Member
19	Mr. M. Kishore Babu	Placement Officer- CSE	Member


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DOKIPARRU (V), MEDIKONDUR (M), GUNTUR-522438

Internal Quality Assurance Cell (IQAC)

Academic Year 2019-2020

All IQAC members are invited to attend this meeting held on 03.10.2019 (i.e. Thursday) in Board of Directors Room at 11:00AM. The agenda of the meeting is mentioned with this. Please go through it and all concerned are requested to take necessary action in this regards.

Agenda Items:

1. Confirmation of the minutes of meeting held on 01.07.2019
2. Innovative Teaching Learning Process.
3. Review on Mentoring System for students.
4. Proposal to conduction of Academic Audit.
5. Placements and Training Activities.
6. Certificate Courses
7. Miscellaneous

Minutes of Meeting

A meeting of the Internal Quality Assurance Cell (IQAC) was held in the Board of Directors Room on 03.10.2019 (i.e. Thursday) at 11:00AM.

The Chairperson Dr M Umadevi, welcomed the members to the IQAC meeting of the Institute for the academic year 2018-2019.

The Coordinator Assoc. Prof. M Jayarami Reddy, also welcomed the members to the meeting of the IQAC.

1. Confirmation of minutes of previous meeting

The Chairperson and all the members are confirmed the minutes of previous meeting were held on 01.07.2019.

2. Innovative Teaching Learning Process.

Information and Communication Technology has been made an integral part of the teaching-learning process by converting some of the conventional

classrooms into ICT enabled classrooms. These rooms have been equipped with LCD projectors, internet facility and audio systems.

3. Review on Mentoring System for students.

The Chairperson reviewed all the mentors to submit the allocated students backlog data to their respective HoDs and directed all the mentors periodically to monitor the student day wise performance.

4. Proposal to conduction of Academic Audit:

All HoDs carry out academic audit keeping in view the following points

- Level of Mid Exam questions and papers as per Blooms Taxonomy
- Assignments
- Slip Tests
- Questionnaire in labs
- Course outcomes and Programme outcomes

HoDs take necessary steps

5. Placement and Training Activities.

The Chairperson reviewed the training programme of the current batch. That is 2016-2020. And found them to be satisfactory. She directed the TPO to analyse and improve the placements by inviting more MNCs for the current batch. And submit a file with the IQAC by including suggestions for improvement to the next academic year 2020-21.

6 Certificate Courses.

The Chairperson informed to all HoDs to conduct more number of certificate courses and same will be submitted to IQAC at the earliest.

7. Miscellaneous

The Chairperson directed all HoDs to interact with faculty having less than 75% feedback and seek their explanation in writing for filing in the department after consolidating all the explanations, an ATR must be prepared and submitted to the IQAC.

The IQAC Chairperson reviewed the placement activities and training details directed the TPO to improve placements by inviting more number of reputed companies for the current batch. All the HoDs are informed to go through

the results analysis and conduct remedial classes for backlog students and getting better results in supplementary results.

8. Meeting ended with thank you note.


Meeting Attendance

The IQAC meeting was held on 03.10.2019 (i.e.Thursday) at 11:00AM at BDR in Universal College of Engineering and Technology, Dokiparru, Guntur-522438.

The following members were present for the meeting

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6	Mr. J S Srinivasa Raju	HOD - EEE	Member
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9	Mr. R.Pitchaiah	HOD - CSE	Member
10	Mr. M. Jayarami Reddy	HOD - S&H	Coordinator
11	Dr. P. Jeevan Pradeep	HOD - MBA	Member
12	Mr.V. Swamy Srinath	Assistant Professor - CIVIL	Member
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DOKIPARRU (V), MEDIKONDUR (M), GUNTUR-522438

Internal Quality Assurance Cell (IQAC)

Academic Year 2019-2020

The members of IQAC are here by informed to attend this meeting held on 17.12.2019 i.e. Tuesday in Board of Directors Room at 11:00AM. The agenda of the meeting is mentioned with this. Please go through it and all concerned are requested to take necessary action in this regard.

Agenda Items:

1. Confirmation of the minutes of meeting held on 03.10.2019.
2. Time Tables, Subject Allocation etc.
3. Discuss about Entrepreneur Development Cell.
4. Placement and Training Activities.
5. Review on student feedback analysis.
6. Discussion on MoUs and Consultancy.
7. Miscellaneous.

Minutes of Meeting

A meeting of the Internal Quality Assurance Cell (IQAC) was held in the Board of Directors Room on 17.12.2019 i.e. Tuesday at 11:00AM.

The Chairperson Dr M Umadevi, welcomed the members to the IQAC meeting of the Institute for the academic year 2019-2020.

The Coordinator Dr. M. Koti Reddy, also welcomed the members to the meeting of the IQAC.

1. Confirmation of minutes of previous meeting

The Chairperson and all the members are confirmed the minutes of previous meeting were held on 03.10.2019.

2. Time Tables, Subject Allocation etc.

All the members are approved the time tables for next semester prepared by concern departments IQAC monitors the Subject allocation of the faculty and discuss about the commencement of the class work for even semester as per guidelines of the JNTUK.

3. Discuss about Entrepreneur Development Cell

The Chairperson proposed to initiate the Entrepreneur Development Cell and appointed Mr. K Vijay Kumar as Coordinator, EDC for necessary action.

4. Placement and Training Activities.

The IQAC Chairperson continuously reviewed the placement activities and training programme details directed to the TPO to improve placements by inviting more number of reputed companies for the current batch.

5. Review on student feedback analysis.

The Chairperson directed all HoDs to interact with faculty having less than 75% feedback in the last semester and seek their explanation in writing for filing in the department after consolidating all the explanations, an ATR must be prepared and submitted to the IQAC.

6. Discussion on MoUs and Consultancy.

It is proposed to provide real time industrial exposure to students through internships, projects, guest lectures and Knowledge exchange programs by increasing the number of MoUs with various external agencies. The HoDs advised to explore various consultancy opportunities for enhancing entrepreneurship and revenue generation in consolation with centre for innovation incubation and entrepreneurship.

7. Miscellaneous.

The chairperson reviewed the R&D activates for the academic year 2019-20 and found them to be satisfactory. She advised the HoDs to focus on producing more quality publications in their respective departments. She also advised them to motivate their senior faculty apply for the projects from various funding agencies. She directed R&D cell to monitor the progress in the above aspect.

8. Meeting ended with thank you note.


Meeting Attendance

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20	Mr. M. Kishore Babu	Placement Officer- CSE	Member
21	Mr.T.Suman Paul Reddy	Exam Section -EEE	Member


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Agenda Items:

1. Confirmation of the minutes of meeting held on 17.12.2019.
2. Review on Teaching Learning Process.
3. Initiation of Entrepreneur Development Cell.
4. Review on Mentoring System for students.
5. Review on MOUs between industries.
6. Review on conduction of Academic Audit.
7. Placements and Training Activities.
8. Miscellaneous.

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2. Review on Teaching Learning Process.

Information and Communication Technology has been made an integral part of the teaching-learning process by converting more conventional

classrooms into ICT enabled classrooms. These rooms have been equipped with LCD projectors, internet facility and audio systems.

3. Initiation of Entrepreneur Development Cell.

The chairperson inaugurated the Entrepreneur Development Cell and handed over to the Coordinator. The EDC aims to encourage the first year to final students to take place in national entrepreneurship network course enthusiastically.

Mr K Vijay Kumar Coordinator, EDC for necessary action.

4. Review on Mentoring System for students.

The Chairperson emphasized to make the student mentor system more strong to connect students and their parents.

Parents and guardians are timely informed about their ward progress and attendance.

Faculty members should motivate the students towards academic and extra-curricular activities. HoDs for necessary action.

5. Review on MOUs between industries.

The UCET is tie-up with various industries It is to provide real time industrial exposure to students through internships, projects, guest lectures and Knowledge exchange programs by increasing the number of MoUs with various external agencies. The HoDs advised to explore various consultancy opportunities for enhancing entrepreneurship and revenue generation in consolation with centre for innovation incubation and entrepreneurship.

6. Review on conduction of Academic Audit.

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