



JAYAPRAKASH NARAYAN COLLEGE OF ENGINEERING  
AFFILIATED TO JNTUH HYDERABAD  
(APPROVED BY AICTE & GOVT OF TELANGANA)  
DHARMAPUR, MAHABUBNAGAR - 509001, TELANGANA  
PHONES : 8886680001 TO 8886680019

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### Meeting Notice

Date: 04.07.2017

The committee members meeting is convened as mentioned below. I take pleasure in inviting all IQAC members to attend the meeting.

Meeting No.: IQAC/2017/07/01 Venue: IQAC Room Date: 14/07/2017 Time: 11:00 AM

Agenda	Issue	Remarks
Agenda-1	Welcome note	
Agenda-2	To discuss the action plan for the academic year	
Agenda-3	To discuss about course plan and CLs	
Agenda-4	Attainment of CO and POs.	
Agenda-5	To conduct College events (Freshers, Graduation, etc...)	
Agenda-6	Organization of FDPs, seminars, and workshops.	
Agenda-7	To maintain industry institute interaction through membership and MOUs.	
Agenda-8	Student attendance monitoring.	
Agenda-9	To conduct an orientation day.	
Table	Any other matters with the permission of the chair.	
Agenda		
TA-1		
TA-2		

  
IQAC Coordinator  
K. Radhika

  
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File No.JPNCE/Estt/2017-18

Dt: 03/07/2017

**Office of the Principal**

**ORDER**

**Sub: Constitution of internal Quality Assurance Cell - Orders - Issued.**

In consequence of the Orders cited above. The Internal Quality Assurance Cell is constituted with the following members.

S.No	Category	Designation	Name of Member
1.	Chairperson	Principal	Dr. S. Murali
2.	Management Member	Secretary	Sri. V. Venkata Rama Rao
3.	Faculty Members	HOD Civil	Dr. G.Parthasarathi
		HOD CSE	Dr. Dr. Sandeep VM
		HOD ECE	Dr. M. Narayana
		HOD EEE	Mr. B Veeresham
		HOD H&S	Dr. Brijesh N Chowda
		HOD MBA	Dr. CYS Krishna
		HOD MECH	Dr G.Parthasarathi
4.	Administrative Officer	Office Incharge	Mr. M. Narendar
		Office I/C T&P	Mr. R. Sai Krishna
		Office I/C Examinations	Mr. K Sudhakar
5.	Local Community	Advocate	Mr. Mr. Karthik
6.	Student	Roll No.15361A0203	B. Divya
7.	Alumni		Mr. Mr. Hita Chandra
8.	Employer		Mr. K. Basi Reddy
9.	Industry		Mr. Prudhvi
10.	Stakeholder (Parent)		Mr. B Venkatramulu
11.	IQAC Coordinator	Assoc. Prof , CSE Dept	Ms. K. Radhika

These orders will come into force with immediate effect.

**Objectives:**

- To develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution.
- To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices

  
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**Meeting Proceedings**

The IQAC meeting of JPNC was held as mentioned below. The meeting was chaired by the Principal. The following agenda points were discussed, Resolutions are as follows

Meeting No.: IQAC/2017/07/01    Venue: IQAC Room    Date: 14/07/2017    Time: 11:00 AM

Agenda	Issue	Remarks
Agenda-1	Welcome note <b>Discussion:</b> The agenda of the Meeting is read out by the IQAC coordinator. <b>Enclosure:</b> Meeting Notice. <u>Agenda-1</u>	
Agenda-2	To discuss the action plan for the academic year <b>Discussion:</b> Discussed to prepare an academic calendar. <ul style="list-style-type: none"><li>• Academic Schedules for UG are discussed.</li><li>• Subject allotment and course file preparations are briefed.</li></ul> <b>Resolution:</b> <ul style="list-style-type: none"><li>• Planning &amp; Strategy the academic activities of the college for the new session 2017-2018. It is resolved to discuss the activity of admission of new students, communication from various academic agencies.</li></ul>	
Agenda-3	To discuss the course plan and the course laboratory. <b>Discussion:</b> Course plans and CLs are to be prepared by the faculty who are handling the subjects. <b>Resolution:</b> Everyone accepted and will follow the procedure.	
Agenda-4	Attainment of CO and POs. <b>Discussion:</b> IQAC framed the guidelines for attainment of course outcomes, program outcomes and program specific outcomes.	
Agenda-5	To conduct College events (Freshers, Graduation, etc...) <b>Discussion:</b> Chairperson discusses with various committee members and then suggests granting permission to conduct the events.	
Agenda-6	Organization of FDPs, seminars, and workshops. <b>Discussion:</b> Chairperson suggested to all HODs to organize and also attend various FDPs, workshops and seminars.	
Agenda-7	To maintain industry institute interaction through membership and MOUs. <b>Resolution:</b> Principal makes a decision to take membership.	
Agenda-8	Student attendance monitoring. <b>Discussion:</b> IQAC committee will discuss and suggest to all HOD's maintain proper guidelines for students who are having less attendance and poor in performance.	
Agenda-9	To conduct an orientation day. <b>Discussion:</b> Chairperson suggested to conduct orientation program for I B.Tech students.	

Table Any other matters with the permission of the chair.

Agenda

TA-1

IQAC Coordinator  
K. Radhika

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### Internal Quality Assurance Cell Committee Meeting Attendance Sheet

Meeting No.: IQAC/2017/07/01 Venue: IQAC Room Date: 14/07/2017 Time: 11:00 AM

Following members were present for the meeting

S.No	Category	Designation	Name of Member	Signature
1.	Chairperson	Principal	Dr. S.Murali	
2.	Management Member	Secretary	Sri. V. Venkata Rama Rao	
3.	Faculty Members	HOD Civil	Dr. G.Parthasarathi	
		HOD CSE	Dr. Sandeep V M	
		HOD ECE	Mr. M. Narayana	
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		HOD MECH	Dr. G.Parthasarathi	
4.	Administrative Officer	Office Incharge	Mr. M. Narendar	
		Office I/C T&P	Mr. Sai Krishna	
		Office I/C Examinations	Mr. K. Sudhakar	
5.	Local Community	Advocate	Mr. Mr. Karthik	
6.	Student	Roll No.15361A0203	B. Divya	
7.	Alumni		Mr. Mr. Hita Chandra	
8.	Employer		Mr. K. Basi Reddy	
9.	Industry		Mr. Mr. Prudhvi	
10.	Stakeholder (Parent)		Mr. B. Venkatramulu	
11.	IQAC Coordinator	Assoc.Prof. CSE Dept	Ms. K Radhika	

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## ACTION TAKEN REPORT

Date: 22.12.2017

The IQAC meeting of JPNCE was held on

Meeting No.: IQAC/2017/07/01 Venue: IQAC Room Date: 14/07/2017 Time: 11:00 AM

The action taken report is prepared on the basis of discussion held in the meeting.

### Agenda

### Action Taken

Agenda-1 Welcome note

**Oath of Regards:** Hon'ble Chairperson Dr. S. Murali, Secretary V. Venkta Rama Rao and the committee members are heartily welcomed to the new IQAC committee.

Agenda-2 To discuss the action plan for the academic year

#### Resolution:

- Syllabus completion
- The teacher encourages the students to participate in extra-curricular, co-curricular activities and research projects
- Help students in facing physical, emotional and learning challenges
- Helps students in realizing their strengths
- The institution offers opportunities and facilities to students irrespective of Gender

**Action Taken:** The above mentioned resolution notes were fulfilled.

Agenda-3 To discuss about course plan and CLs

**Action Taken:** According to the chairperson, the given instructions were to be followed up as per the departmental timetable schedules.

Agenda-4 Attainment of CO and POs.

#### Resolution:

- Unit wise topic completion
- Conduct unit wise slip test
- Conduct proper lab experiments
- Prepare model mock final exams
- Maintain student attendance sheet as per hour base.

**Action Taken:** The above mentioned resolution notes were fulfilled.

Agenda-5 To conduct College events (Freshers, Graduation, etc...)

#### Action Taken:

- Freshers Day: Fresher day Programme for B.Tech 1st year students was held on 11/8/2017 as per their departmental wise on the same day, a separate meeting was conducted to brief the parents on the academic activities. On this occasion, noted artist Mr. Madhusudhan gave his performance.
- Teachers' Day: Teachers' Day was celebrated on September 5, 2017. On this occasion, all professors were honored by the guest, Sri. Tanikella Bharani, a noted film actor.
- Lok Nayak, Bharat Ratna Jayanti: 116th birthday celebrations of Lok Nayak, Bharat Ratna, were celebrated on October 11, 2017. All the

  
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directors , teaching and non-teaching staff members have participated in the event. A blood donation camp was organized, where 120 units of blood were donated by the students.

- Graduation day: Graduation day was held in high- esteem on this occasion. The elite personalities, viz., Sri. Krishnamachari Srikanth, former Indian cricket captain and founder of AA Edu Tech, TASK CEO Sri. Sujeev Nair, and TASK Director Dr. V.K. Swamy, took part in the graduation day programme and distributed the graduation certificates to the passed-out students.

Agenda-6 Organization of FDPs, seminars, and workshops.

**Action taken:** around 130 faculty members attended various programmes.

Agenda-7 To maintain industry institute interaction through membership and MOUs.

**Action taken:** in order to improve the interaction with industry we had MOUs with TASK, TOP RANKERS, NIES etc.,

Agenda-8 Student attendance monitoring.

**Resolution:**

Late comers

least attendance

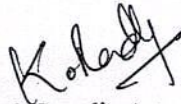
poor performance in mid exams.


**Action taken:** The IQAC committee was appreciated by all HODs, who follow the same guidelines for students.

Agenda-9 To conduct an orientation day.

**Action Taken:**

- *Orientation Day:* Orientation day Programme for B.Tech 1st year students was held on 28/7/2017. The newly admitted students have been briefed about the department, facilities available and code of conduct to be followed by them in fulfilling their dreams.

  
IQAC Coordinator  
K. Radhika

  
Principal

  
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