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## INTERNAL QUALITY ASSURANCE CELL (IQAC)

**7<sup>th</sup> Meeting Minutes on 07-07-2021**

### **AGENDA**

1. Preparation of Event calendars
2. CO-PO attainment of Previous graduating batch
3. Industrial Visits and Internships
4. NSS and Outreach activities
5. Infrastructure and Library facilities
6. Training and Placement activities
7. Professional bodies activities
8. Alumni activities and registration
9. FDPs or SDPs planned
10. Any other item

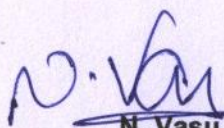
### **Minutes of the Meeting**

IQAC Coordinator has presented the action taken report on the previous meeting minutes.

- Item 1 :** All the HODs are instructed to plan the event calendar for the academic year 2021-22 in line with affiliating university academic calendar by including various student activities and submit the same to the IQAC coordinator to prepare Institute event calendar.
- Item 2 :** All the HODs are requested to submit the CO-PO attainment of the previous batch. The suggestions and action taken reports are to be consolidated and to be submitted to IQAC coordinator.
- Item 3 :** All the HODs are requested to plan for Industrial Visits and Internships for all the students.
- Item 4 :** NSS Program Officer is requested to plan at least 4 outreach programs in the adopted villages during the academic year 2021-22.
- Item 5 :** The committee has instructed Network admin and Librarian to submit the infrastructural and library requirements for the academic year 2021-22.

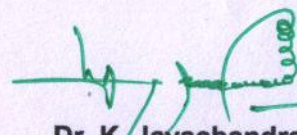


- Item 6 :** The Placement officer is informed to plan the activities related to training activities for III and IV B. Tech all Programs in consultation with all HODs.
- Item 7 :** All the professional body coordinators are instructed to plan for various activities and conduct motivation sessions for the students to join as members in the professional bodies.
- Item 8 :** The alumni coordinator is requested to register the Alumni association in the name of "Sree Rama Engineering College Alumni Association" under the Andhra Pradesh Societies Registration Act, 2001. Also plan the Alumni talks or activities in consultation with HODs.
- Item 9 :** All the HODs are instructed to plan and organize FDPs and Staff Development Programs for Teaching and Non – Teaching Staff. IQAC Coordinator is instructed to plan and conduct Energy Audit and Green Audit.
- Item 10 :** HODs are requested to identify the gaps in curriculum through surveys and prepare the action plan including Add-on programs to be conducted, Industrial visits, internships, value added courses etc. for the benefit of students

  
N. Vasu 07/07/2021

Coordinator, IQAC

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