



D.N.R. COLLEGE OF ENGINEERING & TECHNOLOGY

(Approved by AICTE, New Delhi, Affiliated to JNTUK, Kakinada)

BALUSUMUDI, BHIMAVARAM, W.G.Dist., A.P., PIN-534 202

Tel : 08816-221237, 9666188519, Fax : 08816-221236, Email : info@dncet.org, Website : www.dncet.org

Ref: DNCET/IQAC/CIR-1/2016-17

Date: 04-07-2016.

CIRCULAR



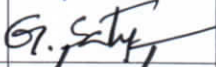



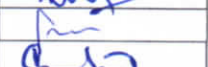






All the staff and students are hereby informed that the **Internal Quality Assurance Cell (IQAC)** has been established for the improvement of academic and administrative performance of the institution. The constitution of the IQAC Committee is as follows:

SN	Name	Designation	Designation in Committee
1	Dr. U Ranga Raju	PRINCIPAL	Chairperson
2	Dr. A. Padbhanabham	ASSOC. PROFESSOR.	Coordinator
3	Mr. G. Satyanarayana Raju	SECRETARY & CORRESPONDENT	Member
4	Mr G Pandu Ranga Raju	INDUSTRIALIST	Member
5	Mr. M. K. V. Ratnam	HOD-CE	Member
6	Mr. S. Rajesh	HOD-EEE	Member
7	Mr. M. Jagannadham	HOD-ME	Member
8	Mr. K. V. Naidu	HOD-ECE	Member
9	Mr. DDD Suri Babu	HOD - CSE	Member
10	Mr. G. G. Ratnam	HOD-S&H	Member
11	Mr. R. Krishna Kumar	PROFESSOR (RETD.)	Member
12	Mr.K.A.S.V.R.S. Phani Kumar	A.O	Member
13	K. S. Satya Sai Kumar	ALUMNI	Member

Copy to:

The Hon'ble President,
The Secretary & Correspondent,
Dr. A. Padbhanabham, Coordinator-IQAC
The Principal Office File,
All Members of IQAC, Staff, Students and Notice Board


PRINCIPAL

SN	Name	Designation	Designation in Committee	Signature
1	Dr. U Ranga Raju	PRINCIPAL	Chairperson	
2	Dr. A. Padbhanabham	ASSOC. PROFESSOR.	Coordinator	
3	Mr. G. Satyanarayana Raju	SECRETARY & CORRESPONDENT	Member	
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Ref: DNR CET/IQAC/CIR-2/2016-17

Date: 06-07-2016.

CIRCULAR

All the IQAC members are hereby informed that the first meeting of IQAC is scheduled on 11-07-2016 at 11:00AM in IQAC Chamber to discuss the following agenda.

AGENDA:



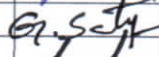










1. The primary aim and functions of the IQAC.
2. Implementation of R16 regulation for the 2016 admitted batch.
3. Faculty work load and innovative & integration of modern methods of teaching & learning.
4. ICT in teaching and learning.
5. Discussion on remedial classes.
6. Discussion on Research and Development activities.
7. Discussion on Co-Curricular events.
8. Discussion on MoUs with institutes and industries.
9. Any other item with the permission of the chair.

All the members are requested to be present for the meeting.

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COORDINATOR

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Ref: DNR CET/IQAC/MOM-1/2016-17

Date: 11-07-2016.

MINUTES OF MEETING

The first IQAC meeting is held on 11-7-2016 with the Principal in the chair in the IQAC Chamber. At the outset the chairperson has spoken about the objective of the cell. Quality is the result of a carefully constructed academic environment and an index to measure the intellect of any nation. National Assessment and Accreditation Council (NAAC), proposes that every institution should establish an Internal Quality Assurance Cell (IQAC) as a quality sustenance measure. The IQAC will work towards realization of the goals of quality enhancement and sustenance. DNR CET has established IQAC towards promoting its holistic academic excellence.

The primary aim of IQAC is

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

Some of the functions of the IQAC are:

1. Development and application of quality parameters for various academic and administrative activities of the institution.
2. Facilitating the creation of learner-centric environment conducive to quality education.
3. Arrangement for feedback response from students, parents and other stakeholders on quality-related institutional processes.
4. Dissemination of information on various quality parameters of higher education.
5. Organisation of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles.
6. Documentation of the various programmes/activities leading to quality improvement.
7. Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices.
8. Development of Quality Culture in the institution.
9. Preparation of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC.

Discussion on the agenda:

1. All the members expressed their happiness over the constitution of the IQAC and pledged to extend their support for the development of the institution.
2. The committee reviewed the pattern of R16 Regulation and advised the faculties to explain about new regulation to the students.
3. The committee reviewed the subject allocation of each faculty workload 22 periods per week and advised the faculties to use innovative & integration of modern methods of teaching & learning.
4. The committee members unanimously resolved to request the management to allocate budget to improve ICT facilities in class rooms.
5. The committee members recommended conducting remedial classes for the students having more than 2 backlogs.
6. The committee motivated the faculties & students, for R&D activities such as publishing the technical papers, developing projects offered by Government & Private agencies such as ISRO, DRDO, CSIR etc.
7. The committee suggested that all departments shall conduct training programs, workshops, seminars etc.,



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8. The committee suggested the college to have Memorandum of Understanding (MoU) with other institutions and industries in India. Useful for physical and human resources sharing and developments.
9. To increase students placement by identifying diversified industries and establish association with them.
10. The meeting is concluded with vote of thanks.

COORDINATOR

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Dr. A. Padbhanabham, IQAC -Office File
The Principal Office File,
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Ref: DNCET/IQAC/CIR-3/2016-17

Date: 19-12-2016.

CIRCULAR

All the IQAC members are hereby informed that IQAC meeting will be scheduled on 21-12-2016 at 11:00AM in IQAC Chamber to discuss the following agenda.

Agenda:

1. Ratification of resolution made in previous meeting
2. Developing Service Mindedness.
3. Selection of electives
4. Review on students feedback
5. NSS unit Blood donation camp
6. Final year projects
7. Conducting college sports & games and department wise Tech Fest.
8. Contribution to national development
9. Any other points with the permission of chair.

All the Members are requested to be present for the meeting.

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Ref: DNRCE/ IQAC/MOM-2/2016-17

Date: 21-12-2016.

MINUTES OF MEETING










The IQAC review meeting was held on 21-12-2016, at 11.00am in IQAC Chamber. Discussion on the agenda:

1. The resolutions made in previous meeting have been unanimously ratified by all members.
2. The institution encourages social service programmes involving students through its NSS activities like girl children studies, swachh bharat.
3. The committee suggested considering the subjects based on the students' priority and recommended conducting through modern techniques.
4. The committee reviewed on feedback from students and suggested the faculty who got >80% need to use innovative methods of teaching & learning and <80% need to improve the way of teaching like using video lectures after teaching the classes.
5. The committee instructed to NSS officer to conduct blood donation camp of reputed welfare organizations (Govt Hospital, ASRAM etc) in the college on the accusation of republic day.
6. The committee instructed all departments to form Project Review Committee for the smooth conducting of final year academic projects and to find best project of the year, to encourage the quality of research projects by the students.
7. Committee suggested to all the HODs to plan and organise the college sports and games and department wise technical fests in this academic year.
8. All the students should be motivated to involve in voluntary system of the institution.

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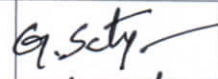






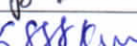

13. The committee suggested to all the HODs to celebrate the farewell party for final year students in the month of April.

14. The committee reviewed on periodic conduct of Audit report.

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Ref: Dnrcet/IQAC/CIR-4/2016-17

Date: 20-02-2017

CIRCULAR

All the IQAC members are hereby informed that a meeting will be convened on 21-02-2017 at 3:00 pm in IQAC chamber to discuss the following agenda.

Agenda:



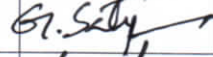

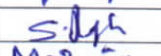

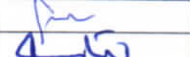
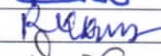





1. Ratification of resolution made in previous meeting.
2. Proposal to conduct 3DS MAX workshop for CE department
3. DIYA (DNR Irised Youth Association) to impart human values.
4. Review the performance of student.
5. About syllabus coverage.
6. Review on laboratories.
7. Review on T&P cell activities.
8. To plan certification courses.
9. Review on modern methods of teaching and learning.
10. Review on academic, research programs, administrative and financial tasks.
11. Faculty requirement for the next academic year.
12. Farewell day celebrations for final year students.
13. Any other points with the permission of chair.

All the Members are requested to be present for the meeting.

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Ref: DNRCET/IQAC/MOM-3/2016-17

Date: 21-02-2017.

MINUTES OF MEETING

The IQAC review meeting was held on 21-02-2017 at 03.00pm in IQAC Chamber. Discussion on the agenda:

1. The resolutions made in previous meeting have been unanimously ratified by all members
2. 3DS MAX workshop will be conducted from 24.02.2017 to 28.02.2017 (5 days). The candidates will learn the basics of 3D modelling and texturing along with 3D rendering. The course will increase the productivity and performance of the individual. 3DS Max in civil engineering widely used by architects and civil engineers to create 3D visualizations for their designs.
3. The committee suggested starting DIYA program on 09.03.2017 and the activities of DIYA will start from 09.03.2017 to 31.03.2017 (23 days) for the benefit of the poor and needy people.
4. The committee recommended the credibility of assessment and evaluation process of students and interact with the parents regarding mid marks, attendance and backlogs if any.
5. The committee reviewed the syllabus coverage and taken decision to conduct extra classes for lagging subjects.
6. The committee reviewed laboratories about ensuring the adequacy, maintenance and proper allocation of support structure & services and recommended to procure or maintenance if any.
7. The committee reviewed on T&P cell regarding internship, placements and recommended to plan the CRT classes, internships programs for the students.
8. The committee suggested to plan certification courses such as Machine Learning, Python, Auto Cad, Total Station, Solid Edge, Mat Lab etc., for the students
9. The committee suggested - integration of modern methods of teaching & learning.
10. The committee reviewed on academic programmes for various sections of society and administrative.
11. The committee reviewed the research programs and encouraged the entire faculty to register for Ph.D programmes.
12. The committee resolved the number of faculties required for each department as per the AICTE Norms for the next academic year.



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Date: 05-06-2017

CIRCULAR



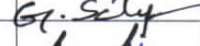






All the staff and students are hereby informed the **Internal Quality Assurance Cell (IQAC)** has been reconstituted. Committee members thank Dr. A. Padbhanabham, IQAC - Coordinator for his tremendous services. Dr. B.V.S.Varma is appointed as new IQAC - Coordinator to generate new thoughts and activities in the institution. The constitution of the IQAC Committee is as follows:

SN	Name	Designation	Designation in Committee
1	Dr. U. Ranga Raju	Principal	Chairperson
2	Dr. B.V.S.Varma	Vice Principal	Coordinator
3	Mr. G. Satyanarayana Raju	Secretary & Correspondent	Member
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12	Mr.KASVRS Phani Kumar	Admn. Officer	Member
13	M.Lakshmi Kumar	Alumni	Member

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Ref: Dnrcet/IQAC/CIR-2/2017-18

Date: 06-06-2017

CIRCULAR

All the IQAC members are hereby informed that a meeting will be convened on 07-06-2017 at 11:00 AM in IQAC chamber to discuss the following agenda.

Agenda:





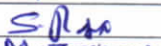








1. Ratification of resolutions made in previous meeting.
2. Andhra Pradesh State Skills Development Corporation (APSSDC) in association with Andhra Pradesh Information Technology Academy - Looking for Employees in Andhra Pradesh (APITA - LEAP), planning to conduct recruitment drives in the campus.
3. Discussion on Weekly Test System
4. Bridge course for I year and Lateral entry students.
5. Awareness on Renewable Energy Sources
6. Review on students' feedback of previous academic year.
7. Conduct remedial classes.
8. Workload distribution and selection of electives.
9. Adding of library hours in regular timetables.
10. Review on industrial visit/ seminars /workshops in previous A.Y.
11. Discussion on Project based assignments
12. Review on financial management.
13. Review on admissions.
14. Discussion on Teaching and Learning Process (TLP)
15. Any other points with the permission of chair.

All the Members are requested to be present for the meeting.


COORDINATOR

Copy to:

The Hon'ble President,
The Secretary & Correspondent,
Dr. BVS Varma, IQAC - Office File
The Principal Office File,
All Members of IQAC, Staff, Students and Notice Board

SN	Name	Designation	Designation in Committee	Signature
1	Dr. U Ranga Raju	Principal	Chairperson	
2	Dr. B.V.S.Varma	Vice Principal	Coordinator	
3	Mr. G. Satyanarayana Raju	Secretary & Correspondent	Member	
4	Mr G Pandu Ranga Raju	Industrialist	Member	
5	Mr. M. K. V. Ratnam	HOD-CE	Member	
6	Mr. S. Rajesh	HOD-EEE	Member	
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10	Mr. NUB Varma	HOD-S&H	Member	
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D.N.R. COLLEGE OF ENGINEERING & TECHNOLOGY

(Approved by AICTE, New Delhi, Affiliated to JNTUK, Kakinada)

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Ref: DNR CET/IQAC/MOM-1/2017-18

Date: 07-06-2017

MINUTES OF MEETING

The IQAC meeting is held on 07-06-2017 at 11:00AM in IQAC Chamber. At the outset the chairperson has spoken about the objective of the cell and emphasised about NAAC. The IQAC cell has been working for past one year with tremendous inputs in the academic and administrative works and moves towards the goals of quality enhancement.

The primary aim of IQAC is

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

Some of the functions of the IQAC are:

1. Development and application of quality parameters for various academic and administrative activities of the institution.
2. Facilitating the creation of learner-centric environment conducive to quality education.
3. Arrangement for feedback response from students, parents and other stakeholders on quality-related institutional processes.
4. Dissemination of information on various quality parameters of higher education.
5. Organisation of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles.
6. Documentation of the various programmes/activities leading to quality improvement.
7. Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices.
8. Development of Quality Culture in the institution.
9. Preparation of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC.

Discussion on the agenda:

1. The resolutions made in previous meeting have been unanimously ratified by all members.
2. APSSDC in association with APITA – LEAP is planning to conduct recruitment drive in DNR CET on 19-06-2017.
3. The committee decided to conduct remedial classes and weekly tests to improve the performance of the students in the mid and end examinations.
4. The committee suggested all the HODs to conduct bridge course classes for Lateral entry students from 26.06.2017 to 01.07.2017, to improve the student basic skills. The bridge course is also conducted for the I year students in order to have the technical knowledge in engineering.
5. The committee informed the EEE department to conduct "Awareness on Renewable Energy Sources" in July month.
6. The committee reviewed the student feedback and suggested to overcome the drawbacks in the teaching & learning methodologies.
7. The committee members recommended conducting remedial classes for the students having more than 2 backlogs in the month of September after completion of the syllabus.
8. The committee reviewed the workload & subject allocation and advised the faculties to use innovative teaching methodologies.



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9. The committee reviewed the selection of electives based on maximum number of students' interested and expressed satisfaction for successful completion of last semester.
10. The committee suggested adding a library and counselling hours in the regular time table.
11. The committee suggested to have a participative learning. Students apply their knowledge on prototype design to improve their problem solving methodologies by experiential learning. This improves the overall development of the student.
12. The committee reviewed the industrial visits/ seminars/ workshops and suggested the faculty to attend the FDPs and Conferences.
13. The committee reviewed the financial management and resource mobilization such as funds or grants received from management or government or non government bodies.
14. Based on the academic calendar issued by the University, the committee defines the schedule for the academic year and publish academic calendar in the college. The committee encourages the faculty for FDP in the area of their teaching subjects to update the knowledge and to keep up with the current trends.
15. The committee suggested to NSS coordinator to conduct social responsibilities programmes in our college.
16. The committee suggested to have an alternative energy initiative in our college.
17. The committee reviewed the admission process and suggested the admission cell to improve or motivate the students to join in engineering.
18. The meeting is concluded with vote of thanks.


COORDINATOR

Copy to:

The Hon'ble President,
The Secretary & Correspondent,
Dr. BVS Varma, IQAC - Office File
The Principal Office File,
All Members of IQAC, Staff, Students and Notice Board

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Ref: DNRCEC/IQAC/CIR-3/2017-18

Date: 09-10-2017

CIRCULAR

All the IQAC members are hereby informed that a meeting will be convened on 10-10-2017 at 11:00 AM in IQAC chamber to discuss the following agenda.

Agenda:

1. Ratification of resolution made in previous meeting
 2. Review on R16 - Question paper setting & evaluation of answer scripts.
 3. About syllabus coverage and mid exam marks
 4. Review on laboratories.
 5. Innovative & Integration of modern methods of teaching & learning.
 6. Discussion on remedial classes
 7. Review on students feedback mechanism
 8. About FDPs for the faculties
 9. Celebrate the engineer's day
 10. Discussion on MoUs with institutes and industries.
 11. Review on T&P, CRT programme for B.Tech Students
 12. Review on administrative & financial management
 13. Final year projects
 14. Conducting college sports & games and department wise Tech Fest.
 15. Contribution to national development
 16. Any other points with the permission of chair.
- All the Members are requested to be present for the meeting.

COORDINATOR

Copy to:

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The Secretary & Correspondent,
Dr. BVS Varma, IQAC - Office File
The Principal Office File,
All Members of IQAC, Staff, Students and Notice Board

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Ref: DNRCET/IQAC/MOM-1/2017-18

Date: 11-10-2017

MINUTES OF MEETING

The IQAC review meeting was held on 11-10-2017 at 11.00AM in IQAC Chamber. The following activities were taken up for discussion about present status and any further scope for improvement.

Discussion on the agenda:

1. The resolutions made in previous meeting have been unanimously ratified by all members.
2. The committee suggested the faculties to prepare the question paper from the previous semester question papers and the evaluation of answer scripts shall be done based on the scheme of valuation.
3. The committee suggested checking the status of syllabus coverage and allotting extra classes for the subjects which are lagging and conduct extra classes for the students who got less marks.
4. The committee recommended to display the mid examination marks in notice board and send the marks to parents through postal.
5. The committee reviewed laboratories about ensuring the adequacy, maintenance and proper allocation of support structure & services and recommended to procure or maintenance if any.
6. The committee reviewed the subject allocation and advised the faculties to use innovative & integration of modern methods of teaching & learning.
7. The committee reviewed the student feedback and suggested to overcome the drawbacks in the teaching & learning methodologies. Feedback is also collected from parents about academic and non academic activities.
8. The committee suggested all faculties must attend minimum one FDP in their area of specialization.
9. The committee suggested to the all the HODs to conduct the poster presentation, Quiz, Demo Projects, Drawing on the occasion of engineer's day
10. The committee suggested the college to have Memorandum of Understanding (MoU) with other institutions and industries in India and Abroad. Useful for physical and human resources sharing and developments.
11. The committee recommended to conduct T&P, CRT classes for the students and to have MoU with all the training companies.
12. The committee reviewed the financial management and resource mobilization such as funds or grants received from management or government or non government bodies
13. The committee recommended having internship for the students to do the project work and form a Project Review Committee for the smooth conduction of final year academic projects.



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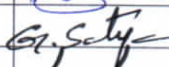


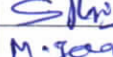
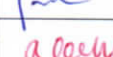
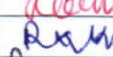
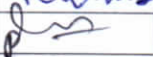


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14. Committee suggested to all the HODs to plan and organise the college sports and games and department wise technical fests in this academic year.
15. All the students should be motivated to involve in voluntary system of the institution
16. The meeting is concluded with vote of thanks.


COORDINATOR

Copy to:

The Hon'ble President,
The Secretary & Correspondent,
Dr. BVS Varma, IQAC - Office File
The Principal Office File,
All Members of IQAC, Staff, Students and Notice Board

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Ref: DNCET/IQAC/CIR-4/2017-18

Date: 05-03-2018

CIRCULAR

All the members are hereby informed that IQAC committee meeting is convened on 06-03-2018, at 11:00 pm in the IQAC Chamber. All the members shall attend without fail.

Agenda:

1. Ratification of resolution made in previous meeting
2. Analysis on result analysis of previous semester
3. Review on student attendance and Syllabus Coverage.
4. Review on UG & PG academic projects.
5. Review on CRT classes, placements and certification courses
6. About co-curricular activities, NSS activities to be planned.
7. About Internship and establishing Incubation Centre.
8. The committee instructed all HODs to conduct guest lecture and workshop.
9. Review on admission and ECAP functioning
10. Review on course files
11. Discussion on the recruitment companies visiting the college.
12. Industrial visits to a reputed industry.
13. Any other points with the permission of chair.

All the Members are requested to be present for the meeting.

COORDINATOR

Copy to:

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Dr. BVS Varma, IQAC – Office File
The Principal Office File,
All Members of IQAC, Staff, Students and Notice Board

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Ref: DNR CET/IQAC/MOM-1/2017-18

Date: 06-03-2018

MINUTES OF MEETING



The IQAC review meeting was held on 06-03-2018 at 11.00pm in IQAC Chamber. The following issues were discussed.

1. The resolutions made in previous meeting have been unanimously ratified by all members.
2. The committee reviewed the result analysis and advised the staff members to increase the pass percentage by conducting extra classes.
3. The committee suggested the faculties to interact with the parents regarding attendance and decided to give extra periods for the lagging faculties
4. The committee suggested to all HODs to make the students to do integrated projects so that the students get a brief knowledge on other branch subjects.
5. The committee reviewed the placements of this academic year and instructed Placement Officer to communicate with more number of reputed companies to conduct placement drive in our campus and also initiated the CRT classes to make the students industry readiness and the committee suggested to plan certification courses on AI, Machine Learning, Python, Total Station, etc., for the students
6. The committee instructed NSS officer to organize more programs in nearby villages.
7. The committee reviewed college automation ECAP functioning problems
8. The committee reviewed the bridge course documents and satisfied.
9. The Committee reviewed the activities of PRC and appreciated PRC coordinators.
10. The committee strongly recommended establishing Incubation Centre in the college.
11. The committee reviewed the course files and suggested some modifications
12. The committee instructed all HODs to conduct guest lecture and workshops.
13. The committee suggested all HODs to have more number of industrial visits to have live demonstrations and Industrial visits to a reputed industry.
14. The committee instructed the all faculty members to prepare Budget Proposals for workshops/Seminars for next academic year.
15. The meeting concluded with Vote of Thanks


COORDINATOR

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The Secretary & Correspondent,
Dr. BVS Varma, IQAC - Office File
The Principal Office File,
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Ref: DNCET/IQAC/CIR-1/2018-19

Date: 04-06-2018.

CIRCULAR



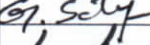

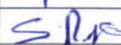








All the staff and students are hereby informed the **Internal Quality Assurance Cell (IQAC)** has been reconstituted. The constitution of the IQAC Committee is as follows:

SN	Name	Designation	Designation in Committee
1	Dr. U. Ranga Raju	Principal	Chairperson
2	Dr. B.V.S.Varma	Vice Principal	Coordinator
3	Mr. G. Satyanarayana Raju	Secretary & Correspondent	Member
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The Principal Office File,
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PRINCIPAL

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Ref: DNCET/IQAC/CIR-2/2018-19

Date: 06-06-2018.

CIRCULAR

All the IQAC members are hereby informed that a meeting will be convened on 07-06-2018 at 11:00AM in IQAC Chamber to discuss the following agenda.

Agenda:


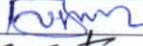
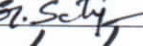

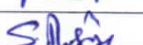



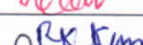




1. The primary aim and functions of the IQAC.
2. To ratify the resolutions of the previous meeting and welcoming the new members
3. Apply for NAAC accreditation during A.Y 2018-19
4. Discussion on Weekly Test System
5. Innovative & integration of modern methods of teaching & learning.
6. Faculty work load, selection of electives and course files
7. Collective Learning.
8. Discussion on remedial classes and time tables
9. Review on admissions.
10. Review on employability.
11. Discussion on Technology related certifications.
12. Discussion on MoUs with institutes and industries.
13. Discussion on Project based assignments
14. Discussion on administrative and financial management.
15. Any other item with the permission of the chair.

All the members are requested to be present for the meeting.

Copy to:

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The Secretary & Correspondent,
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The Principal Office File,
All Members of IQAC and Staff


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7	Dr. D. Bhanu Prakash	HOD-ME	Member	
8	Dr. S. Koteswari	HOD-ECE	Member	
9	Mr. DDD Suri Babu	HOD - CSE	Member	
10	Mr. NUB Varma	HOD-S&H	Member	
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D.N.R. COLLEGE OF ENGINEERING & TECHNOLOGY

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Tel : 08816-221237, 9666188519, Fax : 08816-221236, Email : info@dnrcet.org, Website : www.dnrcet.org

Ref: DNRCE/ IQAC/MOM-1/2018-19

Date: 07-06-2018.

MINUTES OF MEETING

The IQAC meeting is held on 07-06-2018 with the Principal in the chair in the IQAC Chamber. At the outset the chairperson has spoken about the objective of the cell. National Assessment and Accreditation Council (NAAC), proposes that every institution should establish an Internal Quality Assurance Cell (IQAC) as a quality sustenance measure. The IQAC will work towards realization of the goals of quality enhancement and sustenance. DNRCE has established the IQAC towards promoting its holistic academic excellence.

The primary aim of IQAC is

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

Some of the functions of the IQAC are:

1. Development and application of quality parameters for various academic and administrative activities of the institution.
2. Facilitating the creation of learner-centric environment conducive to quality education.
3. Arrangement for feedback response from students, parents and other stakeholders on quality-related institutional processes.
4. Dissemination of information on various quality parameters of higher education.
5. Organisation of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles.
6. Documentation of the various programmes/activities leading to quality improvement.
7. Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices.
8. Development of Quality Culture in the institution.
9. Preparation of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC.

Discussion on the agenda:

1. The committee welcomed the new members into the IQAC and hope their ideas will cherish the growth of the institution. All the members expressed their happiness over the constitution of the IQAC and pledged to extend their support for the development of the institution.
2. The chairperson appreciated the coordinator and all the members for their efforts towards the growth of the institute.
3. The resolutions made in previous meeting have been unanimously ratified by all members and the Chair instructed Dr. B.V.S.Varma to collect the details about NAAC application and Self Study Report.
4. The committee believes in the process of continuous assessment and evaluation of the students. IQAC decided to conduct remedial classes and weekly tests to improve the performance of the students in the mid and end examinations.
5. The committee suggested the faculties to adopt the Innovative and modern methods of teaching & learning methodologies. Such as, a preparatory examination is conducted on the syllabus with duration and question pattern exactly similar to the University examinations to give simulation experience, virtual reality (Animated slide based teaching clearly gives the idea about the subject).
6. The committee advised to have a workload of 22hrs per week for a faculty and Teaching Plan and study materials are prepared according to the syllabus with chapter end assignments in



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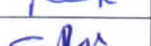
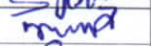







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- all courses and subjects. The committee suggested understanding the students' choice of electives and formulate the strategies to enhance learning outcomes.
- Subscription of business newspapers and regular weekly news review in groups encourages collective learning.
 - The committee members suggested to conduct remedial classes for the students having backlogs and suggested to add remedial hours in the time table after college hours.
 - The admission will be provided for the students who come first for the seat allotment under the management and spot quota irrespective of their caste, religion, nationality, gender and poor academic performance. Admission to backward students on subsidized fee lower than University approved fee in selected courses helps the students from backward community to access their education.
 - The committee recommended certification programmes customized to suit the needs and requirements of students to bridge the gap in curriculum based learning.
 - The committee congratulated the facilities and students for active participation in certification programs like android apps; python program and hope it will continue.
 - The committee reviewed the MOUs with institutes such as SHARE AND MENTOR INSTITUTIONS (MARGDARSHAN) with SRKR Engineering College and Shri Vishnu Engineering College for Women Autonomous and suggested the T&P cell to associate with industries. The committee suggested conducting one industrial visit every semester. Few departments visited to Polavaram Project.
 - The committee encouraged participative learning. Students apply their knowledge on prototype design to improve their problem solving methodologies by experiential learning.
 - To constantly strive towards modernization and excellence in infrastructure and financial management services include ongoing accounting administration, budgeting, taxation.
 - The meeting is concluded with vote of thanks.


COORDINATOR

Copy to:

The Hon'ble President,
The Secretary & Correspondent,
Dr. BVS Varma, IQAC - Office File
The Principal Office File,
All Members of IQAC and Staff

SN	Name	Designation	Designation in Committee	Signature
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Ref: DNR CET/IQAC/CIR-3/2018-19

Date: 27-08-2018.

CIRCULAR

All the IQAC Committee members are hereby informed that a meeting will be convened on 28-08-2018 at 11:00AM in IQAC Chamber to discuss the following agenda:

Agenda:



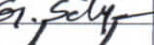






1. To ratify the resolutions of the previous meeting.
2. Discussion on NAAC accreditation
3. Review on attendance, mid marks and counselling the students
4. Review on syllabus coverage.
5. Feedback forms from the students
6. Extended facilities in the college campus.
7. Improve Quality Culture and skill building.
8. Conducting FDPs.
9. ECAP functioning.
10. Discussion on Laboratories in each department.
11. Discussion on administrative and financial management
12. Any other point with the permission of the chair.

All the Members are requested to attend the meeting.

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Ref: DNRCE/ IQAC/ MOM-2/ 2018-19

Date: 28-08-2018.

MINUTES OF MEETING

The IQAC review meeting is held on 28-08-2018 at 11:00AM in IQAC chamber. Discussion on the agenda:

1. The committee has taken the feedback of previous meeting agenda and expressed satisfaction.
2. The committee decided to apply for NAAC.
3. The committee suggested informing to the parents regarding attendance percentage, mid marks of the students. If the student gets >65% and <75%, the institute promotes with shortage of attendance based on the University promotion rules. If the student gets <65%, he/she will be detained based on the University promotion rules. If the student gets fewer marks in mid examination, he/she will be given assignment. The committee reviewed, the college mentorship programmes to support students, faculty serve as mentors and suggested to interact with their parents.
4. The committee suggested completing the syllabus one week before the commencement of mid exams and conduct a preparatory examination on the syllabus to have a simulation experience.
5. Student feedback is treated as a valuable output and is collected through a variety of ways such as feedback form, suggestion box, open door policy etc. The committee members reviewed on feedback of the parents & rating of faculty by students and motivated the faculties to change the teaching methodologies.
6. The committee recommended to library and computer facilities coordinator to open for extended hours till late evenings (06:00PM) and holidays (10:00 to 01:00PM).
7. The committee suggested improving the Quality culture within the campus and Skill development programmes have been introduced to build job-specific skills such as basic electronics, electrical, CAD/CAM, Python, Total station etc.
8. The committee decided to conduct FDP for enhancing performance. The faculty should strive to continuously improve while performing on the job in areas like research, consultancy, higher studies, technology adoption, and community service. He should foresee the challenges ahead and prepare himself for long term sustainability in the profession. Due to this, the overall learning atmosphere of the institution will be improved and both students and faculty keep themselves fully busy on academic, co-curricular activities and extracurricular activities.
9. The college automation ECAP functioning problems are discussed and resolved. The committee instructed the HODs to update the attendance in the ECAP.
10. The committee reviewed the administrative and financial management like purchase of books, solar etc.



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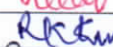




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11. The committee reviewed laboratories about ensuring the adequacy, maintenance and proper allocation of support structure & services and recommended to procure or maintenance if any.
12. The meeting concluded with vote of thanks.


COORDINATOR

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The Principal Office File,
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Ref: DNBCET/IQAC/CIR-4/2018-19

Date: 15-10-2018.

CIRCULAR

All the IQAC Committee members are hereby informed that a meeting will be convened on 16-10-2018 at 11:00AM in IQAC Chamber to discuss the following agenda:

Agenda:




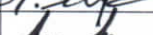


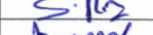






1. To ratify the resolutions of the previous meeting
2. Allocation of criteria coordinators for NAAC
3. Motivate the students.
4. Review on course files
5. Syllabus coverage.
6. Review on student performance and improving proficiency.
7. Any other points with the permission of chair.

All the Members are requested to be present for the meeting.

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Ref: DNRCE/ IQAC/ MOM-3/2018-19

Date: 16-10-2018.

MINUTES OF MEETING


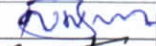
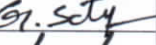










The IQAC review meeting is held on 16-10-2018 at 11:00AM in IQAC Chamber. Discussion on the agenda:

1. The resolutions made in previous meeting has been checked and found satisfactory.
2. The committee decided to allocate one criterion to one department and assigned two coordinators for each criterion. The entire remaining faculty supported the coordinators in filing the requirements.
3. Most students are basically lazy and do not want to study. They are coming for studies because of their parents who force them. They have no interest in attending classes and writing assignments. Internal marks are serving as motivators. The committee recommended the counsellors to monitor with constant support and advice, so that they will attend all classes and take examinations seriously.
4. The committee reviewed the course file and suggested to include the old university question papers, syllabus plan, photo copy of highest, lowest and average marks papers, running notes, time table, study materials are prepared according to the syllabus with chapter end assignments in all courses and subjects
5. The committee reviewed the syllabus coverage and allocate the extra periods for lagging subjects.
6. The college conducts mentorship programmes to support students, faculty serve as mentors to uplift the student in all aspects.
7. The committee recommended the group/team projects for the students' increases their proficiency in developing various application software's.
8. The midterm exam marks performance is reviewed and students who got <16 are counselled and intimated to parents for further action.
9. The meeting concluded with vote of thanks.

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Ref: DNRCE/ IQAC/ CIR-5/2018-19

Date: 17-12-2018

CIRCULAR

All the IQAC Committee members are hereby informed that a meeting will be convened on 18-12-2018 at 11:00AM in IQAC Chamber to discuss the following agenda:

Agenda:

1. Review on previous meeting results.
2. About workload distribution for next semester.
3. Discussion on final year projects.
4. Discussion on placements cell activities.
5. Discussion on counselling or mentorship.
6. Any other points with the permission of chair.

All the Members are requested to be present for the meeting.

COORDINATOR

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Ref: DNRCET/IQAC/MOM-4/2018-19

Date: 18-12-2018

MINUTES OF MEETING

The IQAC review meeting was held on 18-12-2018, at 11.00AM in IQAC Chamber.

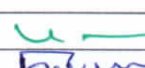
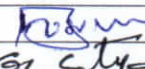


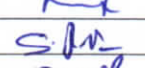
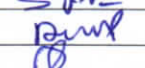


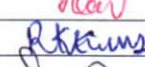
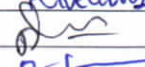



Discussion on the agenda:

1. The members reviewed the previous agenda and taken feedback.
2. The committee reviewed next semester workload distribution and suggested the faculty to have 22 periods per week including laboratories. All the faculties need to prepare the notes, PPTs, & lesson plan before the commencement of the class work.
3. The committee suggested to identify the best project and encouraging the quality of research projects by the students.
4. The committee instructed placement officer to conduct the CRT classes to the students and communicate with the HRs of reputed organisations to conduct placement drive.
5. The college conducts mentorship programmes to support students, faculty serve as mentors for 17 to 20 students.
6. The committee reviewed the teaching - learning process, research publications awards and collaborations.
7. The committee reviewed the physical facilities, library resources and maintenance of campus infrastructure
8. The committee reviewed the institutional vision and leadership, faculty development and financial management
9. The committee reviewed the gender equity programs, environmental consciousness, alternative energy.
10. The meeting concluded with vote of thanks.


COORDINATOR

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Ref: DNRCEI/IQAC/CIR-6/2018-19

Date: 04-02-2019

CIRCULAR

All the IQAC Committee members are hereby informed that a meeting will be convened on 05-02-2019 at 11:00AM in IQAC Chamber to discuss the following agenda:

Agenda:


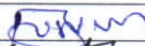
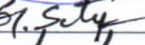









1. Review on previous meeting results.
2. Conducting the technical fest.
3. To conduct Guest lecturers.
4. Review on lab external dates.
5. Any other points with the permission of chair.

All the Members are requested to be present for the meeting.

Copy to:

The Hon'ble President,
The Secretary & Correspondent,
Dr. BVS Varma, IQAC – Office File
The Principal Office File,
All Members of IQAC and Staff


COORDINATOR

SN	Name	Designation	Designation in Committee	Signature
1	Dr. U. Ranga Raju	Principal	Chairperson	
2	Dr. B.V.S.Varma	Vice Principal	Coordinator	
3	Mr. G. Satyanarayana Raju	Secretary & Correspondent	Member	
4	Mr G Pandu Ranga Raju	Industrialist	Member	
5	Mr. M. K. V. Ratnam	HOD-CE	Member	
6	Mr. S. Rajesh	HOD-EEE	Member	
7	Dr. D. Bhanu Prakash	HOD-ME	Member	
8	Dr. S. Koteswari	HOD-ECE	Member	
9	Mr. DDD Suri Babu	HOD - CSE	Member	
10	Mr. NUB Varma	HOD-S&H	Member	
11	Mr. R. Krishna Kumar	Professor (Retd)	Member	
12	Mr.KASVRS Phani Kumar	Admin. Officer	Member	
13	M.Lakshmi Kumar	Alumni	Member	



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BALUSUMUDI, BHIMAVARAM, W.G.Dist., A.P., PIN-534 202

Tel : 08816-221237, 9666188519, Fax : 08816-221236, Email : info@dnrcet.org, Website : www.dnrcet.org

Ref: DNRCET/IQAC/MOM-5/2018-19

Date: 06-02-2019

MINUTES OF MEETING

The IQAC review meeting was held on 05-02-2019, at 11.00AM in IQAC Chamber.


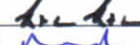
Discussion on the agenda:

1. The members reviewed the previous meeting issues.
2. Committee suggested all the HODs to plan and organise the sports and games for the technical fest in consulting with physical director.
3. The committee instructed all HODs to conduct guest lectures, seminars and workshop.
4. The committee reviewed the exam dates and suggested all the HODs to complete the external exams within the schedule given by university.
5. The committee reviewed the teaching - learning process, research publications, awards and collaborations.
6. The committee reviewed the physical facilities, library resources, maintenance of campus infrastructure
7. The committee reviewed the service and the support for the student in scholarships, campus placements, higher education and Alumni activities.
8. The committee reviewed the institutional vision and leadership, faculty development, financial management
9. The committee reviewed the gender equity programs, environmental consciousness and alternative energy.
10. The committee reviewed the best practices of the institute.
11. The meeting concluded with vote of thanks.


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Ref: DNRCE/ IQAC/ CIR-7/2018-19

Date: 01-04-2019

CIRCULAR

All the IQAC Committee members are hereby informed that a meeting will be convened on 02-04-2019 at 11:00AM in IQAC Chamber to discuss the following agenda:

Agenda:

1. Review on previous meeting results.
2. Review on result analysis.
3. Review the workload distribution for next A.Y 2019-20
4. Conduct the training programs
5. About admissions
6. Review on the students and parents feedback.
7. Any other points with the permission of chair.

All the Members are requested to be present for the meeting.

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Ref: DNR CET/IQAC/MOM-6/2018-19

Date: 02-04-2019

MINUTES OF MEETING

The IQAC review meeting was held on 02-04-2019, at 11.00AM in Principal Chamber.
Discussion on the agenda:

The members reviewed about the previous meeting issues.

1. The committee reviewed the result analysis and appreciated the faculty who got >80% and instructed the remaining faculty members to conduct remedial classes for the students who failed.
2. The committee reviewed all the workload distribution for next A.Y 2019-20 and suggested the HODs to motivate the faculties to use practical way of teaching.
3. The committee suggested all the HODs to conduct training programs or Skill development programmes which are useful to the students for their academics or build job-specific skills.
4. The committee suggested all the HODs to focus on the admission and encourage the students to choose our institute as first preference in both UG and PG counselling. Admission to backward students on subsidized fee lower than University approved fee in selected courses helps the students from backward community to access their education.
5. The committee reviewed the teaching - learning process, research publications, awards and collaborations
6. The committee suggested to collect the feedback of teacher based on regularity, punctuality, time consciousness, preparation for classes, competency in the subject, syllabus completion in time, presentation skill (voice, clarity & language), methodology adopted in teaching, interaction with the student, and accessibility with the student outside the class. Organizing Parent interaction at least once in a month or sending the emails or messages at regular intervals will help them to track their children in the college in the right way. The committee reviewed the feedback analysis of both students and parents and appreciated the faculty who got >75% (good response) and instructed the faculty to improve the teaching methodology who got <75%.
7. The committee reviewed the physical facilities, library resources and maintenance of campus infrastructure



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8. The committee reviewed the service and support for the students in scholarships campus placements, higher education and Alumni activities.
9. The committee reviewed the institutional vision and leadership, faculty development, financial management
10. The committee reviewed the gender equity programs, environmental consciousness, alternative energy.
11. The committee reviewed the best practices of the institute.
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