



# PRAKASAM ENGINEERING COLLEGE

0.V. Road, Kandukur, Prakasam Dist., A.P., Tel : 08598 222288, 221300

APPROVED BY AICTE, NEW DELHI | AFFILIATED TO JNTU, KAKINADA, UNDER AMMA EDUCATION SOCIETY

## MINUTES OF IQAC MEETING

Meeting-1:

Date: 29-06-2019

IQAC Co Ordinator welcomed to the members of IQAC

The Minutes of the last meeting were reviewed and the following actions were taken

- Confirmation and approval of meeting of IQAC held on 15-09-2018
- Review and action taken on previous meeting.
- Continuous internal evaluation.
- Planning for NSS activities.
- Establishment APSSDC Centre.
- Awareness Program on government funded research schemes.
- Entrepreneurship awareness program

Agenda:

- Confirmation and approval of firstmeeting of IQAC held on29-06-2019
- Plans of the institution for the current academic year
- Admissions 2019
- Result analysis (Even Semester)
- Resources to be added during the academic year
- Work Load allocation and review on academic calendar
- Regarding Review the Composition of IQAC

Items	Content	Actions/remarks
1	Confirmation and approval of firstmeeting of IQAC held on29-06-2019	This minutes were Confirmed by the committee
2	Plans of the institution for the current academic year	The report of the Academic Audit for the year 2017-18 was presented before the Council. It was noted that the Auditors need more training and briefing before the next exercise, more standardization of the process is required.



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3	Admissions for the academic year 2019-20	Meetings with individual committees have been initiated to continuously review academic and administrative procedure.
4	Result analysis and feedback	HOD's to summarize and list out the points and prepare feedback for every mid exam and previous results have been analyzed with the exam cell department before allotting the subject.
5	Resources to be added during the academic year	HODs are instructed to prepare the intend list for the procurement of test books and the establishment of new laboratories as per the new regulations.
6	Work Load allocation and review on academic calendar	To concentrate on the academic process
7	Regarding Review the Composition of IQAC	As per the point 5 of the IQAC guidelines the committee discussed and directed to include the name CH.Mahendra Reddy of III ECE as student representative.

IQAC Co-ordinator

*[Handwritten Signature]*  
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