

**SREENIVASA INSTITUTE OF TECHNOLOGY AND MANAGEMENT STUDIES::**

**CHITTOOR-517 127.**

(Autonomous- NACC ACCREDITED)

SITAMS/IQAC/2018-2019/02

04.08.2018

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**Minutes of the 2<sup>nd</sup> Internal Quality Assurance Cell (IQAC) Meeting of SITAMS, Chittoor, held on 04.08.2018 in the conference hall at 2.00 p.m.**

At the outset, meeting started with welcome address by Dr. P.Ramesh Kumar, Chairman-IQAC and Principal. Following have been discussed in the meeting

- In the beginning, Mr.T.Vivekanandan, Coordinator of IQAC, Submitted the Initiatives, Activities, and Action taken report submitted for approval by External Members and Experts.
- It has been decided to efficiently utilize the ICT usage.
- Orientation Programme for new Faculty members by Senior Faculty members
- It has been decided to motivate to conduct following activities by each department
  - a. Workshop – Minimum 2
  - b. Seminar/Guest Lectures - 3
  - c. Paper publication by each faculty – 1  
(To the level of SCI/Web of Science/SCOPUS/UGC Recognized)
- Value added/Add-on courses (NPTEL, IIT Bombay Spoken Tutorial)
  - Students - 80% and above
  - Faculty Members – 100% at-least one course in a year
- Incubation Centre to be established.
  - Student Project
  - Faculty research
- Establish the College Database center.
  - Database Manager.
    - Monthly update from the department
    - Updating in the college website
- Feedback collection to be streamlined
  - From various stake holders(Students, parents, alumni, etc)
- Active participation in digital library to increased with National Digital Library (NDL) registration.

- Library Utilization should be improved.
- MoUs should be improved.
- Events in the department should be recorded and updated in the IQAC
  - June 2018 to Dec2018 – Completed events
  - Jan 2019 – May 2019 - Proposals
- Professional Bodies should initiate various activities and provide insight of technological trends.
- Annual Academic Audit (AAA) outcome and corrective measures will be discussed in the next meeting.
- Meeting ended with vote of Thanks.
- Next meeting is tentative scheduled during Feb/March 2019.



Mr.T.VIVEKANANDAN  
Coordinator IQAC



Dr. P. RAMESH KUMAR  
Principal and IQAC Chairman

PRINCIPAL  
Sreenivasa Institute of Technology  
and Management Studies,  
**CHITTOOR.**

Copy to:

1. Respected Chairperson
2. All Committee Members Concerned.
3. All HODs
4. IQAC Office