



# SIDDARTHA INSTITUTE OF SCIENCE AND TECHNOLOGY

## (Autonomous)

(Approved by AICTE, New Delhi & Affiliated to JNTUA, Anantapuramu)  
(Accredited by NAAC with 'A' Grade)

Siddharth Nagar, Narayanavanam Road, PUTTUR-517 583, [www.sistk.org](http://www.sistk.org)

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### Minutes of the Meeting

Dr. M. Janardhana Raju, Principal as Chair, the First IQAC Meeting for the academic year 2019-20 was convened on 23/08/2019, at 02.00PM in Board Room.

#### Agenda

1. Review on last IQAC meeting agenda points
2. Progress of NBA Accreditations process
3. Introducing Choice based credit system in the curriculum structure
4. Placement training and collaboration with Q-SPIDER
5. Any other matter with the permission of the chair

During the meeting, the agenda points were discussed more elaborately.

1. At the beginning, Miss. M. Vijaya Lakshmi, IQAC Coordinator circulated the agenda points to the committee.
2. Dr. M. Janardhana Raju, IQAC Chairman has reviewed on the NBA accreditation progress. Departmental HODs and NBA coordinator are given the status of the progress on NBA SAR preparation.
3. Dr. M. Janardhana Raju, IQAC Chairman, enquired about formation of audit committee and discussed with IQAC committee regarding the responsibilities of audit committee to improve the quality of the institute.
4. Dr. M. Janardhana Raju, IQAC Chairman has reviewed the progress of On-Campus Trainings. The Placement coordinator explained about collaborations with Q-SPIDER, an external agency to the train the students to improve the placements.
5. Dr. M. Janardhana Raju, IQAC Chairman and committee members are discussed on implementation of Choice based credit system in the curriculum, and given guideline to the departments and academic section for execution of Choice based credit system.

The meeting was concluded at 3.00PM.

Dr. M. Janardhana Raju,  
Principal

Copy for kind information to:

- |     |                          |                                  |
|-----|--------------------------|----------------------------------|
| 1.  | Dr. M Janardhana Raju    | Principal                        |
| 2.  | Mr.K.Madhu               | Management Representative        |
| 3.  | Miss. S. Reshma          | Associate Professor & HOD of CE  |
| 4.  | Mr.S. Ramesh             | Professor & HOD of EEE           |
| 5.  | Dr. D. Sudhakar          | Professor & HOD of MECH          |
| 6.  | Dr. S.Sivanandham        | Professor & HOD of ECE           |
| 7.  | Dr. G.Nagalakshmi        | Professor & HOD of CSE           |
| 8.  | Mr.B.Sarath Babu         | Professor & HOD of BS&H          |
| 9.  | Miss.M.Vijaya Lakshmi    | Associate Professor, coordinator |
| 10. | Mr. V.Gopi               | Controller of Examinations       |
| 11. | Mrs.C.Nishida Devi       | Office Superintendent            |
| 12. | Mrs.R.Anitha             | Library Head                     |
| 13. | Dr.K.Chandrasekhar Reddy | Educationalist                   |
| 14. | Ms.B.Jayanthi            | Student(Alumni)                  |

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### Minutes of the Meeting

Dr. M. Janardhana Raju, Principal as Chair, the second IQAC Meeting for the academic year 2019-20 was convened on 25/10/2019, at 02.00PM in Board Room.

#### Agenda

1. Review on last IQAC meeting agenda points
2. Progress of NBA Accreditations process
3. Faculty mentoring program by IIT, Tirupati
4. Reforms in Evaluation system
5. Any other matter with the permission of the chair

During the meeting, the agenda points were discussed more elaborately.

1. At the beginning, Miss. M. Vijaya Lakshmi, IQAC Coordinator circulated the agenda points to the committee.
2. Dr. M. Janardhana Raju, IQAC Chairman has reviewed on the NBA accreditation progress. Departmental HODs and NBA coordinator are given the status of the progress on NBA SAR preparation. NBA coordinator said, NBA SAR almost ready with minor corrections.
3. Dr. M. Janardhana Raju, IQAC Chairman, enquired about Faculty mentoring program by IIT, Tirupati, and how many member of the faculty trained under this programme. The HOD of each Department explained the advantage of Faculty mentoring program by IIT, Tirupati, and after mentoring knowledge transfer from faculty to students.
4. Dr. M. Janardhana Raju, IQAC Chairman has discussed about Reforms in Evaluation system in R19 and implementation. The committee discussed on the Reforms in Evaluation and given guidelines to the academic section to smooth implementation.

The meeting was concluded at 3.00PM.

Dr. M. Janardhana Raju,  
Principal

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- |     |                          |                                  |
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| 4.  | Mr.S. Ramesh             | Professor & HOD of EEE           |
| 5.  | Dr. D. Sudhakar          | Professor & HOD of MECH          |
| 6.  | Dr. S.Sivanandham        | Professor & HOD of ECE           |
| 7.  | Dr. M. A. Manivasagam    | Professor & HOD of CSE           |
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### Minutes of the Meeting

Dr. M. Janardhana Raju, Principal as Chair, the third IQAC Meeting for the academic year 2019-20 was convened on 22/01/2020, at 02.00PM in Board Room.

#### Agenda

1. Review on last IQAC meeting agenda points
2. Discussion on NBA team visit
3. Implementation of the OBE
4. Developments in Evaluation system
5. Any other matter with the permission of the chair

During the meeting, the agenda points were discussed more elaborately.

1. At the beginning, Miss. M. Vijaya Lakshmi, IQAC Coordinator circulated the agenda points to the committee.
2. Dr. M. Janardhana Raju, IQAC Chairman has reviewed on the NBA team visit during progress and discussed about the overall comments of the NBA team during the visit. Departmental HODs and NBA coordinator are given feedback and comments of the team in each department.
3. Dr. M. Janardhana Raju, IQAC Chairman, proposed various guidelines to implement Outcome Based Education (OBE). Discussion made on OBE and IQAC chairman suggested that DAC (Department Academic Committee) in each department need to participate actively to implementation of OBE.
4. Dr. M. Janardhana Raju, IQAC Chairman has discussed about Reforms in Evaluation system in R19 and implementation. College Academic Committee (CAC) member secretary and CAC team verify the Reforms in Evaluation and implementation.

5. Dr. M. Janardhana Raju, IQAC Chairman suggested that improvements in student self-learning facilities. Librarian given status of self-learning facility available and future plan to improve the facility

The meeting was concluded at 3.30PM.

Dr. M. Janardhana Raju,  
Principal

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- |     |                          |                                  |
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### Minutes of the Meeting

Dr. M. Janardhana Raju, Principal as Chair, the third IQAC Meeting for the academic year 2019-20 was convened on 16/04/2020, at 02.00PM in Board Room.

#### Agenda

1. Review on last IQAC meeting agenda points
2. Feedback collection
3. Developments in Evaluation system
4. Any other matter with the permission of the chair

During the meeting, the agenda points were discussed more elaborately.

1. At the beginning, Miss. M. Vijaya Lakshmi, IQAC Coordinator circulated the agenda points to the committee.
2. Dr. M. Janardhana Raju, IQAC Chairman has congratulated all the HODs, IQAC committee member and NBA coordinator as achieved successfully accreditation by NBA. And the department HODs are shared their views for further developments.
3. Dr. M. Janardhana Raju, IQAC Chairman enquired about improvements in student self-learning facilities and IQAC Chairman given suggestions to the Librarian to development of self-learning facility for the students.
4. Dr. M. Janardhana Raju, IQAC Chairman, proposed for initiation of the feedback on various parameters. IQAC committee discussed and finalized Feedback parameter. CAC (College academic committee) collect the feedback from the various stakeholders and submit to the IQAC for further action.
5. IQAC committee suggested to the department to organize various Faculty development programs on OBE to improve awareness to the faculty on OBE.

6. IQAC committee also suggested to the Entrepreneur Development Cell (EDC) to organize various programs to improve awareness to the students.

The meeting was concluded at 3.30PM.

Dr. M. Janardhana Raju,  
Principal

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