



Bapatla Engineering College:: Bapatla

(Autonomous)



Internal Quality Assurance Cell (IQAC)

CIRCULAR

20/07/2022

Ref : BEC / Autonomous / IQAC/2022-23/1

All the Deans , HoDs and Department IQAC coordinators are hereby informed that there will be a meeting on 22-07-2022 at 10:30 pm in the principal chamber to discuss the following agenda points.

Agenda:

1. IQAC Action Plan for the year 2022-2023
2. Re- Constitution of IQAC Committee
3. NAAC Re assessment
4. OBE Event
5. Any other Item with the permission of chair

P. S. Deane

IQAC Convener



[Signature]

Chairperson

PRINCIPAL
Bapatla Engineering College
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cc:
For Circulation To All the Advisory Committee Members
File



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Internal Quality Assurance Cell (IQAC)

Minutes of IQAC Advisory Committee Meeting held on 22.07.2022

Date:23-07-2022

1. The meeting Commenced with the opening remarks of the Principal Dr. Nazeer Shaik by welcoming IQAC convener Dr.P.Sundara Kumar and all department HOD's.
2. IQAC convener and all HoD's have discussed for the action plan for the Academic year 2022-2023.
3. It is resolved to re constitute IQAC Committee to work from 2022-23 academic year.
4. IQAC Chairperson Instructed all the HoDs to keep all the files ready as submission of NAAC re assessment application will begin in the month of September
5. It has been decided that the Heads of Department in Engineering will be in charge of each criterion, and Dr. P. Sundar Kumar will be responsible for monitoring their work and submission of application in the HEI portal.
6. It is decided that all the faculty must attend the OBE Seminar organized by IQAC. Dr. P. Sundar Kumar, IQAC Convener requested all the HoDs for their cooperation in smooth conduction of upcoming seminar.
7. IQAC Convener Dr. P.Sundara Kumar Proposed the vote of thanks and meeting ended.

P. Sundara Kumar

IQAC Convener



Dr. Nazeer Shaik

Chairperson

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Internal Quality Assurance Cell (IQAC)

Minutes of meeting held on 22.07.2022 in the Principal Chamber at 10:30 pm. The following members were present:

S.No.	Category	Name	Designation
1	Chairperson	Dr. Sk. Nazeer	Principal
2	Convener- IQAC	Dr.P.Sundara Kumar	Professor Civil Engineering
3	Administrative Officers	Dr. K. Rama Krishna	Dean(SA) & HoD-Physics
		Dr. M.Venkateswara Rao	Dean (R&D)
		Dr. B. Chandra Mohan	Dean , Academics
		Sri. D. Gopal Krishna	Manager, Office
4	Head of Departments	Dr. Ch. Nagasatish Kumar	Professor& HoD- CE
		Dr. P.Pardhasaradhi	Professor & HoD- CSE
		Dr. N.Rama Devi	Professor & HoD - EEE
		Dr. N.Venkateswara Rao	Professor & HoD- ECE
		Prof. N. Sivaram Prasad	Professor & HoD- IT
		Dr. T. Nancharaiah	Professor & HoD- Mech
		Dr. V.Madhavarao	Associate Professor HoD-Chemistry
5	Co-Convener	Dr. P. Vijaya Saradhi	Associate Professor HoD- Maths
		Dr. D.Sameer Kumar	Associate Professor /Mech
6	Members of the faculty	Dr. V.S.J.Yeswanth Paluri	Assistant Professor /CE
		Dr. J. Ravindra	Assistant Professor /EEE
		Sri P. Ravi Kumar	Assistant Professor /IT
		Dr. A. Praveen	Assistant Professor /Mech
		Mr. B Kumara Swamy	Assistant Professor /EIE
		Sri Ch Anjaneyulu	Assistant Professor Physics

P. S. Sameer

IQAC Convener



Dr. Sk. Nazeer

Chairperson

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Internal Quality Assurance Cell (IQAC)

Action Taken Report on the decisions taken during the IQAC meeting on 22.07.2022 in the Principal Chamber at 10:30 pm

Decision	Action Taken
Action Plan for the academic Year	The Deans and HoDs are instructed to prepare an academic plan along with event calendars for the year 2022-23.
Re constitution of IQAC Committee	Dr P Sundara Kumar , Convener - IQAC has been nominated as the incharge to re constitute the IQAC Committee
NAAC Re assessment	<p>The following HoDs are given responsibility in the collection of Data</p> <p>Criterion I - Dr P Pardha Saradhi , CSE - HoD Criterion II - Dr G Ravi Kumar , EEE-HoD Criterion III - Dr Ch N Satish , CE- HoD Criterion IV- Dr T Nancharaiah , ME- HoD Criterion V - Dr N Sivaram Prasad , IT HoD Criterion VI - Dr N V Rao , ECE - HoD Criterion VII - Sri Ch Ramaesh ,EIE - HoD</p> <p>Over all SSR Submission Incharges Dr. P Sundara Kumar- IQAC Convener Dr Sk. Nazeer - Principal , IQAC Chairperson</p>
OBE Event	<p>The Speakers are</p> <ol style="list-style-type: none">1. Dr Joshua Earnest, NITTTR - Bhopal2. Dr Gupta - NITTTR - Bhopal <p>The Participation made mandatory for all the Faculty.</p> <p>Event Coordination responsibility was handed over to Dr P Sundara Kumar, CE Dept. and to Dr D Sameer Kumar , ME Dept.</p>

P. Sundara Kumar

**Dr. P. Sundara Kumar
Convener – IQAC**



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Internal Quality Assurance Cell (IQAC)



CIRCULAR

27/10/2022

Ref : BEC / Autonomous / IQAC/2022-23/2

All the Deans , HoDs are hereby informed that there will be a meeting on 29-10-2022 at 10:30 pm in the principal chamber to discuss the following agenda points.

Agenda:

1. Submission of IIQA
2. Files preparation of SSR
3. Academic Audit
4. Any other Item with the permission of chair

P. S. Deane

IQAC Convener



Chakraborty

Chairperson

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cc:
To All the HoDs



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Internal Quality Assurance Cell (IQAC)

Minutes of IQAC Meeting held on 29-10-2022 at 10:30 am

Date:31-10-2022

1. The Principal Dr. Nazeer Shaik and the IQAC convener Dr.P.Sundara Kumar has shown the IIQA data to all the presented members. The members have given their approval to submit the data in the HEI portal.
2. IQAC convener informed that SSR should be submitted within 45 days after submission of IIQA . He instructed all HoD's to submit the SSR data as per the template within 20 days so that the SSR data is reviewed and can have an ample time for fine tuning. He further requested their cooperation for smooth SSR submission without any delay.
3. It is resolved to conduct internal and external academic audits immediately.
4. IQAC Convener Dr. P.Sundara Kumar Proposed the vote of thanks and meeting ended.

P. S. Sundara Kumar

IQAC Convener



Nazeer Shaik

Chairperson

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Internal Quality Assurance Cell (IQAC)

Action Taken Report on the decisions taken during the IQAC meeting on 29-10-2022 at 10:30 am

Decision	Action Taken
IIQA Submission	IIQA submission to be done in the first week of November.
File Preparation of SSR	The following HoDs are given responsibility in the collection of Data as per the templates Criterion I - Dr P Pardha Saradhi , CSE - HoD Criterion II - Dr G Ravi Kumar , EEE-HoD Criterion III - Dr Ch N Satish , CE- HoD Criterion IV- Dr T Nancharaiah , ME- HoD Criterion V - Dr N Sivaram Prasad , IT HoD Criterion VI - Dr N V Rao , ECE - HoD Criterion VII - Sri Ch Ramaesh ,EIE - HoD
Academic Audit	Dr B Chandra Mohan , Dean Academics and Dr P Sundara Kumar is advised to prepare the schedule for the conduction of internal and External academic audits.

P. Sundara Kumar

**Dr. P. Sundara Kumar
Convener – IQAC**



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Internal Quality Assurance Cell (IQAC)

CIRCULAR

30/12/2022

Ref : BEC / Autonomous / IQAC/2022-23/3

All the Deans, HoDs are hereby informed that there will be a meeting on 02-01-2023 at 10:30 pm in the principal chamber to discuss the following agenda points.

Agenda:

1. DVV clarifications
2. NAAC peer team visit
3. Re- Constitution of IQAC Committee
5. Any other Item with the permission of chair

P. S. Deane

IQAC Convener



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Chairperson

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Internal Quality Assurance Cell (IQAC)

Minutes of IQAC Meeting held on 02-01-2023 at 10:30 am

Date: 02-01-2023.

1. The meeting Commenced with the opening remarks of the Principal Dr. Nazeer Shaik by welcoming IQAC convener Dr.P.Sundara Kumar and all department HOD's.
2. IQAC convener and all HoD's have discussed for the action plan for the DVV clarification
3. IQAC convener explained the schedule of NAAC Visit and action plan during the visit
4. Principal Appointed central core team for verification of NAAC file for readiness for NAAC peer visit
5. Dr. P. Sundara Kumar requested all the members to be available for IQAC during the visit
6. IQAC Convener Dr. P. Sundara Kumar requested the team for their extended cooperation to make the visit successful
7. It is resolved to re constitute IQAC Committee to work from 2022-23 academic year.
8. IQAC Convener Dr. P.Sundara Kumar Proposed the vote of thanks and meeting ended

P. Sundara Kumar

IQAC Convener



Dr. Nazeer Shaik

Chairperson

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Internal Quality Assurance Cell (IQAC)

Action Taken Report on the decisions taken during the IQAC meeting on **02-01-2023** at **10:30 am**

Decision	Action Taken
SSR Submission	SSR submission to be done in the first week of January 2023.
Criterion wise incharges	<p>The following HoDs are given responsibility in the collection of Data as per the templates</p> <p>Criterion I - Dr P Pardha Saradhi , CSE - HoD Criterion II - Dr G Ravi Kumar , EEE-HoD Criterion III - Dr Ch N Satish , CE- HoD Criterion IV- Dr T Nancharaiah , ME- HoD Criterion V - Dr N Sivaram Prasad , IT HoD Criterion VI - Dr N V Rao , ECE - HoD Criterion VII - Sri Ch Ramaesh ,EIE - HoD</p> <p>Over all NAAC Team Visit Incharges Dr Sk. Nazeer - Principal , IQAC Chairperson Dr B Chandra Mohan, Dean Academics Dr. N.Sudhakar, Professor, CSE Dr. P Sundara Kumar- IQAC Convener</p>
Re constitution of IQAC Committee (2023-2024)	Dr P Sundara Kumar, Convener - IQAC has been nominated as the incharge to re constitute the IQAC Committee for AY: 2023-2024



P. Sundara Kumar

Dr. P. Sundara Kumar
Convener – IQAC