



# Bapatla Engineering College:: Bapatla

(Autonomous)



## Internal Quality Assurance Cell (IQAC)

### CIRCULAR

28/12/2023

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 30-12-2023 at 10:30 pm in the principal chamber to discuss the following agenda points.

Agenda:

1. Re- Constitution of IQAC Committee
2. NBA preparation
3. AICTE -ATAL Funded Projects
4. AQAR 2022-2023 submission
5. Academic Audit 2022-2023
6. Any other Item with the permission of chair

*P. S. Devaraj*

**IQAC Convener**



*Rubey*

**Chairperson**

PRINCIPAL  
Bapatla Engineering College  
BAPATLA - 522 101.

cc:  
For Circulation To All the Advisory Committee Members  
File



# Bapatla Engineering College:: Bapatla

(Autonomous)



## Internal Quality Assurance Cell (IQAC)

---

Minutes of IQAC Advisory Committee Meeting held on 30.12.2023      **Date:**30-12-2023

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 Academic year 2023-2024.
3. It is resolved to re constitute IQAC Committee to work from 2023-24 academic year.
4. IQAC Chairperson Instructed all the HoDs to keep all the files ready as submission of NBA pre qualifier application will begin in the month of September
5. All Heads of Departments (HoDs) and departmental coordinators of National Board of Accreditation (NBA) are requested to organize a one-day seminar focusing on enhancing awareness regarding NBA accreditation processes and standards.
6. The IQAC convener has announced that eligible faculty members from all departments have applied for the Faculty Development Program initiated by AICTE-ATAL
7. The IQAC convener has directed that all department AQAR data be collected according to the provided template, along with necessary proofs, and requested for submission of the data via the provided OneDrive link to all IQAC department coordinators.
8. Dr. Ch. Satish Kumar, the Academic Dean, has directed the conduction of an academic audit for the academic year 2022-2023. IQAC Convener Dr. P.Sundara Kumar Proposed the vote of thanks and meeting ended.



# Bapatla Engineering College:: Bapatla

(Autonomous)



## Internal Quality Assurance Cell (IQAC)

Minutes of meeting held on 04.07.2023 in the Principal Chamber at 10:30 pm. The following members were present:

S.No.	Designation	Name of the Member
1	Chairperson	Dr. Nazeer Shaik, Principal
3	Administrative Officers	Dr. Ch. Naga Satish Kumar, Prof & Dean (Academics) Dr. N. Venkateswara Rao, Prof. & Dean (R&D) Dr. B. Ratna Sunil, Assoc. Prof. & Assoc. Dean (R&D) Mr. D. Niranjan Babu, Prof. & Dean (Students Affairs)
4	Convener	Dr. P. Sundara Kumar, Professor, CE
5	Members of the faculty	Dr. J. Ravindra, Asst. Professor, EEE Dr. P. Ravi Kumar, Asst. Professor, IT Dr. A. Praveen, Asst. Professor, ME. Mr. B.V. Kumara Swamy, Asst. Professor, EIE Dr. Ch. V. M. S. N. Pavan Kumar, Asst. Professor, ECE Mr. K. Jaya Sundar, Asst. Professor, CE Smt. Ch. Mangamma, Asst. Professor, CSE Mr. V.V. Praveen Kumar, Asst. Professor, CB&DS Dr. K. Lakshmi, Asst. Professor, Chemistry Dr. Ch. Anjaneyulu Asst. Professor, Physics Dr. N. Rafi, Asst. Professor, Maths Dr. G. Ravi Kumar, Asst. Professor, English Smt. K. Bharathi, Asst. Professor, MCA Mr. G. Hanumanth Rao, Asst. Professor, Diploma

*P. Sundara Kumar*

IQAC Convener



*Dr. Nazeer Shaik*

Chairperson

PRINCIPAL  
Bapatla Engineering College  
BAPATLA - 522 101.



# Bapatla Engineering College:: Bapatla

(Autonomous)



## Internal Quality Assurance Cell (IQAC)

Action Taken Report on the decisions taken during the IQAC meeting on 04.07.2023 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 in-charge to re constitute the IQAC Committee
NBA - One Day Seminar on "NBA Accreditation Process and SAR Preparation	The following Resources fixed for one day seminar 1. Dr. K Lakshmi Prasad, Director, BVR Institute of Technology, Hyderabad 2. Dr. J Girish, Chairman, Governing Council, GMR Institute of Technology, Rajam Plan to conduct one seminar on 07.07.2024. Event Coordination responsibility was handed over to Dr P Sundara Kumar, CE Dept. and to all IQAC members
Submission of Pre-Qualifier - NBA	Submission of data for Pre-Qualifier in the month of September 2024.
Faculty Development Program initiated by AICTE-ATAL	The Departments of Electrical and Electronic Engineering (EEE), Mechanical Engineering, and Civil Engineering are planning to submit a proposal for the Faculty Development Program initiated by AICTE-ATAL.
AQAR Submission	The IQAC convener has directed the IQAC coordinators of all departments to gather AQAR 2022-2023 data according to the provided template.



**Bapatla Engineering College:: Bapatla**  
**(Autonomous)**  
**Internal Quality Assurance Cell (IQAC)**



Ref.:- BEC/A6/2023/743

Date: December 30, 2023

**C I R C U L A R**

**[ACADEMIC AUDIT SCHEDULE]**

The following is the schedule of Academic audit for the year 2022-2023 to be conducted by IQAC of BEC. Hence, all the Heads of the departments are requested to Instruct concerned coordinators to cooperate with the IQAC team members for smooth conduct of Academic Audit. IQAC convener will address the members of the audit committee regarding the methodology of the audit. The template of academic audit is already circulated to all the departments.

Date of Audit	Time	Departments	Members of Audit Committee
04.01.2024 (THU)	8:00 to 10:00 am	CE	1. Dr. P. Pardhasaradhi, Professor, CSE 2. Dr. A. Praveen, Assistant Professor, Mechanical
	8:00 to 10:00 am	CB&DS	1. Dr. B. Ratna Sunil, Associate Dean(R&D), 2. Dr. P. Vijaya Saradhi, Professor, Maths
	8:00 to 10:00 am	CSE	1. Dr. Ch. Maruthi Devi, Professor. CE 2. Dr. J. Ravindra, Assistant Professor, EEE
	8:00 to 10:00 am	ECE	1. Dr. P. S.V. Vachaspathi, Professor, CSE 2. Sri N. Karunakar, Assistant Professor, Maths
	8:00 to 10:00 am	EEE	1. Dr. D. Sameer Kumar, Associate Professor, ME 2. Dr. Ch. V.M.S.N. Pavan Kumar, Assistant Professor, ECE
	11:00 to 01:00 pm	EIE	1. Dr. V. Madhavarao, Associate Professor, Chemistry 2. Dr. M. Suneel, Assistant Professor, ECE
	11:00 to 01:00 pm	IT	1. Dr. K. Rama Krishna, Professor, Physics 2. Dr. N. Rafi, Assistant Professor, Maths
	11:00 to 01:00 pm	ME	1. Dr. P. Asha Madhavi, Assistant Professor, English 2. Dr. P. Ravi Kumar, Assistant Professor, IT
05.01.2024 (FRI)	11:00 to 01:00 pm	Chemistry	1. Sri. B. V. Kumara Swamy, Associate Professor, EIE 2. Dr. CH. Anjaneyulu, Assistant Professor, Physics
	8:00 to 10:00 am	Maths	1. Dr. M. Venkateswara Rao, Professor, ME 2. Mr. K. Jaya Sundar, Assistant Professor, CE
	8:00 to 10:00 am	Physics	1. Dr. T. Srinivasa Rao, Associate Professor, Maths 2. Dr. G. Ravi Kumar, Assistant Professor, English
	11:00 to 01:00 pm	English	1. Dr. N. Karthik, Associate Professor, EEE 2. Mrs K. Bharathi, Assistant Professor, MCA
	11:00 to 01:00 pm	MCA	Mr. K Sundeep, Saradhi, Assistant Professor, CB&DS

  
30/12/23  
PRINCIPAL

To  
All Deans & Associate Deans;  
All HoDs;  
All HoDs for Staff Circulation  
Library for s/c;  
Physical Education Department;  
The T&P Cell;  
Convener, IQAC;  
The Office Superintendent;



# Bapatla Engineering College

(Autonomous)

Mahatmaji Puram, BAPATLA-522102, Guntur (Dt.), A.P., INDIA

*Sponsored by the Bapatla Education Society*

Approved by AICTE - Affiliated to Acharya Nagarjuna University

Est.1981

Dr. NAZEER SHAIK, M.Tech., Ph.D.  
PRINCIPAL

Ref: BEC/A/IQAC/2023/610A

Date: 23-Jan-2024

To,

Dr. Suresh Kumar  
Dept. of Mechanical Engineering  
BMS College of Engineering  
Bengaluru  
E-Mail: [rsureshkumar.mech@bmsce.ac.in](mailto:rsureshkumar.mech@bmsce.ac.in)

Sir,

Sub: Appointment of Expert Member in Annual Academic Auditing. -Reg.

\* \* \*

I am glad to inform you that you have been appointed as an external member for the annual academic audit in our Bapatla Engineering College, Bapatla. You are therefore requested to make it convenient to present on 29.01.2024 at 9.00 am. In the Principal chamber for evaluate the academic audit in our institution.

Thanking You

PRINCIPAL  
Bapatla Engineering College  
BAPATLA - 522 101.