



St. Mary's Group of Institutions Guntur

(Formerly St.Mary's Engineering College, St.Mary's P.G. Centre & St.Mary's College of Pharmacy)
(Approved by AICTE & PCI, Permitted by Govt. of A.P., Affiliated to JNTUK & SBTET)
Chebrolu (Village & Mandal), Guntur (Dt.) - 522 212, A.P., INDIA. Website : www.stmarysguntur.com
Phone : 08644-254477, 88, Mobile : 9030235630, 96667 77091, 99483 99402, 99514 28677, Fax : 040-66809093

Date : 23-Nov-2019

Minutes of IQAC Advisory Committee Meeting-2

The second IQAC Advisory Committee meeting for academic year 2019-20 is held on 23-Nov-2019 in Seminar Hall at F-Block. The meeting was chaired by Dr.B.Penchalaiah, IQAC Chairman and Principal for SMGIG.

The following members attended the meeting :

S.No.	Name of the IQAC Member	Designation
Chair Person		
1	Dr.B.Penchalaiah	Principal, St.Mary's Group of Institutions Guntur
Coordinator of IQAC		
2	Dr.K.N.V.Ratna Kumar	Principal, Engineering Programme
Administrative Officers		
3	Mr.Y.Raghava	Campus Incharge
4	Dr.S.Apparao	Dean of Academics
5	Dr.P.V.Rao	Principal, Pharmacy Programme
6	Mr.Ch.Ravi Babu	Principal, Diploma
7	Mrs.M.HimaBindu	Head, Training and Placements
Teacher Representatives		
8	Dr.S.Govardhan Rao	HoD, Sciences and Humanities
9	Mr.Subhani Shaik	HoD, Computer Science and Engineering
10	Mr.D.Satyanarayana	HoD, Electronics and Communications Engineering
11	Mr.G.Rajeswara Rao	HoD, Mechanical Engineering
12	Mr.Sunil Kumar	HoD, Electrical and Electronics Engineering
13	Mr.M.Narasimha Rao	HoD, Civil Engineering
14	Mr.U.Srikanth	HoD, Diploma
15	Ms.K.Nagarani	HoD, Pharmacy
16	Mrs.Sd.Farzana	Vice Principal
Nominee From Industry and Stakeholders		
17	Mr. D.Venkata Sudheer	Industrial Representative
18	Mr. Aszad Khan Pathan	Parent Representative
Nominee From Local Societies, Students and Alumni		
19	Dr.B.Narayana	Professor-S&H Dept., St.Mary's Women's Engineering College, Budampadu, Guntur
20	Mr.Sai Pranay	Student Representative
Management Representative		
21	Sri V.V.Ratnakar Reddy	Managing Director for SMGG and STMW (Guntur campuses)

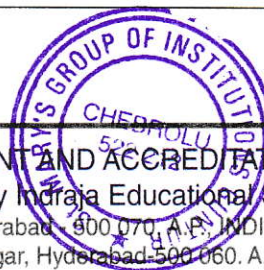
Accredited by " NAAC " (NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL)

Sponsored by : Joseph Sriharsha & Mary Indraj Educational Society

Regd. Off. : Plot No. 102, High Court Colony, Vanasthalipiram, Hyderabad - 500 070, A.P., INDIA. Phones : 040-24028676

Corp Off. : 3rd Floor, Rajadhani Apts., Opp. Chaitanyapuri Bus Stop, Dilshuknagar, Hyderabad-500 060. A.P., INDIA. Phones : 040-65799097,98

Website : www.stmarysgroup.com



23/11/2019



St. Mary's Group of Institutions Guntur

(Formerly St.Mary's Engineering College, St.Mary's P.G. Centre & St.Mary's College of Pharmacy)
(Approved by AICTE & PCI, Permitted by Govt. of A.P., Affiliated to JNTUK & SBTET)

Chebrolu (Village & Mandal), Guntur (Dt.) - 522 212, A.P., INDIA. Website : www.stmarysguntur.com
Phone : 08644-254477, 88, Mobile : 9030235630, 96667 77091, 99483 99402, 99514 28677, Fax : 040-66809093

Agenda of the Meeting:

1. Welcome Address by the IQAC Chairman
2. a) Briefing by Managing Director on the institute's vision for offering advanced/emerging courses in Polytechnic, Engineering, and MBA programmes;
b) Institutional assessment for readiness in offering advanced programmes
3. Responses for Value-added Certification Courses
4. Summary of Parent Teachers Meet -1
5. Analysis of Student Feedback on Faculty
6. Proposal for Staff Meeting
7. Approval for submission of AQAR for A.Y. 2018-19 in NAAC Portal
8. Proposal for conduct of Student Satisfaction Survey after Pongal vacation in Jan 2020
9. Proposal for conduct of Workshops, Seminars

Minutes of the Meeting :

1. Welcome Address by the IQAC Chairman

The IQAC Chairman cordially welcomed all the members of the IQAC advisory board to the meeting and briefed on the agenda of the meeting.

2. a) Briefing by Managing Director on the institute's vision for offering advanced/emerging courses in Polytechnic, Engineering, and MBA ; b) Institutional assessment for readiness in offering advanced programmes

- a) The Managing Director has briefed on the institutional reforms in terms of course offerings from the next academic year (i.e. from 2020-21 onwards). He has elaborated on the need for producing graduates / post-graduates with industry expected skills. He elicited that the companies have changed their strategies from 'hire and train' to 'hire only the trained'. He has constituted a committee (with incharges of all programmes and senior faculty in the institute) for submitting report on the courses (in Polytechnic, Engineering, and MBA) and the opportunities available for the emerging areas in those courses. He requested the committee to submit the study report by 1st week of January 2021 so as to compile a recommendation report to the management on the futuristic / emerging courses that can be offered by the institute.
- b) The IQAC coordinator has requested the committee to consider the existing infrastructure and other human resources, standards / policies / statutory requirements for applying permissions to offer the emerging courses, while preparing the report referred by the Managing Director.

3. Responses for Value-added Certification Courses

The members of the IQAC advisory committee appreciated the initiatives of IQAC Chairman and Coordinator for encouraging the departments to offer value-added courses. They

Accredited by "NAAC" (NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL)

Sponsored by : Joseph Sriharsha & Mary Indraj Educational Society

Regd. Off. : Plot No. 102, High Court Colony, Vanasthalipiram, Hyderabad - 500 070, A.P., INDIA. Phones : 040-24028676

Corp Off. : 3rd Floor, Rajadhani Apts., Opp. Chaitanyapuri Bus Stop, Dilshuknagar, Hyderabad-500 060. A.P., INDIA. Phones : 040-65799097,98

Website : www.stmarysgroup.com





St. Mary's Group of Institutions Guntur

(Formerly St.Mary's Engineering College, St.Mary's P.G. Centre & St.Mary's College of Pharmacy)
(Approved by AICTE & PCI, Permitted by Govt. of A.P., Affiliated to JNTUK & SBTET)

Chebrolu (Village & Mandal), Guntur (Dt.) - 522 212, A.P., INDIA. Website : www.stmarysguntur.com
Phone : 08644-254477, 88, Mobile : 9030235630, 96667 77091, 99483 99402, 99514 28677, Fax : 040-66809093

suggested continuing offering such courses keeping in view of the academic and technical requirements of the students, especially in II and III Years of Engineering, so as to improve their participation in hackathons / technical events. Some value-added courses were proposed by the department heads and the advisory board has accepted them to be offered in the current quarter (i.e. from Dec 2019 till Feb 2020). The CSE dept. head is requested to submit a calendar with tentative schedules for value-added certification courses, in coordination with other department heads and incharges, in a two weeks of time i.e. before 3rd week of December 2019.

4. Summary of Parent Teachers Meet -1

All the members were informed of the major points from the first Parent Teachers Meeting held on 27th August 2019, for the Engineering and Pharmacy UG students. Although the strength in terms of attendance of parents in this meeting is slightly lesser than such previous meets, majority of the parents are very much satisfied with the institutional activities and expressed their willingness for a continued support for the betterment of their ward(s). The institutional authorities requested the parents to cooperate and assist the efforts of our institute in inculcating regularity, attentivity, and disciplined behaviour among the students which shall make the learning process at the institute much easier and bring laurels to self and community too.

5. Analysis of Student Feedback on Faculty

The members were briefed on the feedbacks collected (during first week of October till second week of Nov 2019) from the students on faculty offering courses at various departments in the odd semester. IQAC Coordinator has brought to the notice of members who were heads of departments concerned on certain areas of improvement. The members accepted to rectify the pitfalls in academic delivery and improve quality of services to the students with immediate effect.

6. Proposal for Staff Meeting

IQAC Coordinator and other members of the advisory board have requested the IQAC Chairman and the Managing Director to convene a staff meeting in the third / fourth week of December 2019. The request has been approved. The date and time will be finalized in due course of time.

7. Approval for submission of AQAR for A.Y. 2018-19 in NAAC Portal

IQAC Coordinator has given a presentation on the AQAR report for the academic year 2018-19. With few suggestions and corrections in the facts and figures presented, the members have approved the document and gave their consent for uploading the same in NAAC portal before the due date as stipulated in the portal.

Accredited by "NAAC" (NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL)

Sponsored by : Joseph Sriharsha & Mary Indraj Educational Society

Regd. Off. : Plot No. 102, High Court Colony, Vanasthalipiram, Hyderabad - 500 070, A.P., INDIA. Phones : 040-24028676

Corp Off. : 3rd Floor, Rajadhani Apts., Opp. Chaitanyapuri Bus Stop, Dilshuknagar, Hyderabad-500 060, A.P., INDIA. Phones : 040-65799097,98

Website : www.stmarysgroup.com





St. Mary's Group of Institutions Guntur

(Formerly St.Mary's Engineering College, St.Mary's P.G. Centre & St.Mary's College of Pharmacy)
(Approved by AICTE & PCI, Permitted by Govt. of A.P., Affiliated to JNTUK & SBTET)
Chebrolu (Village & Mandal), Guntur (Dt.) - 522 212, A.P., INDIA. Website : www.stmarysguntur.com
Phone : 08644-254477, 88, Mobile : 9030235630, 96667 77091, 99483 99402, 99514 28677, Fax : 040-66809093

8. Proposal for conduct of Student Satisfaction Survey after Pongal vacation in Jan 2020

IQAC Coordinator has proposed for the continuity in conduct of student experiences' survey in an agreed format as was done during the previous academic year 2018-19. The members have given their consent to follow the same with very few corrections in the parameters being used in the survey form. All the members agreed to support the Student Empowerment Cell (SEC) in smooth conduct of survey. The proposal to conduct the survey during the third/fourth week of January, preferably after Pongal vacation, has been unanimously accepted by the members.

9. Proposal for conduct of Workshops, Seminars

IQAC Coordinator has requested the entire department heads to focus on conduct of reasonable number of Workshops, Seminars, Student Development Programmes, Faculty Development Programmes, Short-Term Training Programmes, etc. keeping in view of the academic schedules and the calendar for offering value-added courses.

The meeting concluded with vote of thanks by IQAC Chairman.


(Dr.K.N.V.Ratna Kumar)
IQAC Coordinator




(Dr.B.Penchalaiah)
IQAC Chairman

Accredited by " NAAC " (NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL)

Sponsored by : Joseph Sriharsha & Mary Indraj Educational Society

Regd. Off. : Plot No. 102, High Court Colony, Vanasthalipiram, Hyderabad - 500 070, A.P., INDIA. Phones : 040-24028676

Corp Off. : 3rd Floor, Rajadhani Apts., Opp. Chaitanyapuri Bus Stop, Dilshuknagar, Hyderabad-500 060. A.P., INDIA. Phones : 040-65799097,98

Website : www.stmarysgroup.com