



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, 99483 99402. E-mail : smgg@stmarysgroup.com

Date : 5-Jan-2020

Minutes of 1st IQAC (Revised) Advisory Committee Meeting

The IQAC (Revised) Advisory Committee, for session 2019-20, was held on 5th January 2020 in the E-class room of Block-E. The meeting was chaired by Dr. B. Penchalaiah, IQAC Chairman and Principal for SMGIG.

The following members attended the meeting :

.	Member of the Cell	Designation
Chair Person		
1	Dr. B. Penchalaiah	Principal, St. Mary's Group of Institutions Guntur
Member(s) from Management		
2	Dr. Rev. K. V. K. Rao	Chairman, St. Mary's Group
Coordinator of IQAC		
3	Dr. K. N. V. Ratna Kumar	Professor – CSE Department and Principal, Engineering Programme
Administrative Officers		
4	Mr. Y. Raghava	Campus Incharge
5	Dr. S. Apparao	Dean - Academics
6	Dr. P. V. Rao	Principal, Pharmacy Programme
7	Mr. Ch. Ravi Babu	Principal, Diploma (II-Shift)
8	Mr. Gajendra Babu	Office Superintendent and Administrative Officer
9	Mrs. M. Himabindu	Head-HR and Public Relations, Training and Placements Officer
Teacher Representatives		
10	Dr. S. Govardhan Rao	HoD, Sciences and Humanities
11	Mr. Subhani Shaik	HoD, Computer Science and Engineering
12	Mr. D. Satyanarayana	HoD, Electronics and Communications Engineering
13	Mr. G. Rajeswara Rao	HoD, Mechanical Engineering
14	Mr. Sunil Kumar	HoD, Electrical and Electronics Engineering
15	Mr. M. Narasimha Rao	HoD, Civil Engineering
16	Mr. C. V. Siva Varma	HoD, Master of Business Administration
17	Mr. U. Srikanth	HoD, Diploma
18	Ms. K. Nagarani	HoD, Pharmacy
19	Mrs. Sd. Farzana	Vice Principal
20	Dr. Ch. B. V. L. Sudheer	Associate Professor, Master of Business Administration
Nominee From Industry and Stakeholders		
21	Mr. K. Ramesh Babu	Industrial Representative Managing Partner, VR Hospitalitys, Guntur
22	Mr. M. Ratnakar	Parent Representative



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Nominee From Local Societies, Students and Alumni		
23	Dr. B. V. S. T. Sai	Principal, St. Mary's Women's Engineering College, Budampadu, Guntur
24	Mr. P. Prasad	Alumni Representative
25	Mr. Ch. Prem Kumar	Student Representative III-Year, CSE Department

Agenda of the Meeting:

- Welcome Address by the IQAC Chairman.
- Opening view by the senior members of IQAC and HOD's.
- Action taken report on minutes of meetings held on 09-Mar-2019
- R -20 Regulation JNTU Kakinada
- AQAR 2018-19 Progression and Submission Status
- Placements & Placement Training
- Quality Initiatives
- AAA Internal
- MOODLE & student perspective and other academic issues
- Result Analysis
- Feedback on Curriculum and Facilities
- Various activities & events planned
- Blended Teaching Learning
- Any other matter with the permission of the chairperson

Points of Discussion :

1. Welcome Address by the IQAC Chairman

The first IQAC (revised) meeting for 2020–21 was formally opened by the IQAC Chairman, who also provided an overview of the meeting's agenda.

2. Opening view by the senior members and HoDs among the participants

The initiative to update the advisory board by the IQAC Coordinator and include representation from all groups of institute stakeholders has been applauded by all senior members and HOD's. The participants have appreciated that these efforts will definitely improve the institute's overall excellence.

3. Unanimity in role fulfilment of the revised IQAC board

The revamped IQAC board's members have unanimously committed to give their best for their respective roles in advancing quality culture throughout the institute.

4. Action taken report on minutes of meetings held on 09-Mar-2 019

Action taken report and the Minutes of IQAC meeting held on 17-Aug-2019 were placed in front of the members of IQAC. The chairperson asked the members to ratify the action taken and minutes of the previous meeting.

- a) Compliances of academic calendar and activities of departments.
- b) Quality initiatives
- c) Compliance of Academic & Administrative Audit- Internal & External.
- d) Compliance of Annual Report of AY 2018-19



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5. R -20 Regulation (JNTU Kakinada)

Members discussed about the new curriculum proposed by AICTE and the subsequent curriculum proposed by the JNTU Kakinada. Chairperson has requested the Head of S & H to prepare the Time Tables, and also submit the faculty requirements for the new subjects proposed.

6. AQAR 2018-19 Progression

The chairperson and coordinator expressed their gratitude to the AQAR in-charges on successful completion of AQAR submission with in time. The Coordinator presented the AQAR 2018-19 to the committee members on the process of AQAR 2018-19 submission preparation.

7. Placements & Placement Training

The coordinator provided a placements report and expressed his satisfaction at receiving a fair number of placements with excellent payouts. The chairperson praised all of the students and employees who worked hard to secure good placements. He also emphasized the institution's training programs, which aided students in obtaining jobs.

8. WhatsApp Groups & Student perspective and other academic issues

The course content for all the courses by the concerned faculty were uploaded in the corresponding WhatsApp groups as well as on the Institute Website and students are accessing the content related to their subjects using their own credentials. Apart from the course content the following were also verified

- Remedial classes for slow learners and separate schedule.
- Advanced learners and additional learning facilities.

9. Result Analysis

The coordinator read the report on result analysis in comparison with previous years. The coordinator put out a proposal to compile a report on anticipated academic year results and strategies for enhancing them.

10. Feedback on Curriculum and Facilities

The coordinator gave the members an explanation of the creation of the questionnaire as well as the procedure for gathering Feedback on Curriculum and Facilities based on the guidelines provided on the NAAC website.

11. Various activities & events planned

The coordinator presented the data regarding the activities organized by the institution under different associations of the institute and the individual departments like seminars, workshops, conferences, industrial visits, internships, career guidance programs, hobby club events, NSS activities and NLTS etc.


12. Blended Teaching Learning


The coordinator of IQAC has explained practices implemented during the pandemic like ICT usage, online classes, assignments for students etc for effective lecture delivery and making student engaged.

13. Any other matter with the permission of the chairperson

- Introduction of 'Performance Appraisal System
- Seminar/Orientation on Quality Enhancement by IQAC to all the staff
- Increasing Menu and facilities in Canteen
- Women Empowerment Workshop
- Discussion on online & offline feedback on teaching learning process.
- Active participation of cells & committees and IQAC monitoring.

The meeting concluded with vote of thanks by IQAC Chairman.


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


(Dr. B. Penchalaiah)
Chairperson - IQAC