**MINUTES OF 1st MEETING OF INTERNAL QUALITY ASSURANCE COMMITTEE**

**JNTUH INSTITUTE OF SCIENCE AND TECHNOLOGY (Autonomous)**

**JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY HYDERABAD**



**Venue:**

**Meeting Hall**
**JNTUH Institute of Science and Technology New Building,**
Jawaharlal Nehru Technological University Hyderabad

**on**

**Thursday, January 30, 2020 at 11:00 AM**

**JNTUH INSTITUTE OF SCIENCE AND TECHNOLOGY (Autonomous)**
**Jawaharlal Nehru Technological University Hyderabad**
**Kukatpally, Hyderabad, Telangana State – 500 085**

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Kukatpally, Hyderabad, Telangana State – 500 085

**1ˢᵗ Meeting of Internal Quality Assurance Committee**

**Venue: Meeting Hall, O/o Director, IST JNTUH.**

**Date: 30-01-2020**                                              **Time: 11:00 AM**

## Members Present:

| S.No | Name of the Member of BoG | Designation | Position in the BoG |
|------|---------------------------|-------------|---------------------|
| 1. | Dr.B.Venkateswara Rao | Director, IST, JNTUH | Chairman |
| 2. | Dr.Sandeep Grover | Professor, YMCA University of Science & Technology, Faridabad. | Member |
| 3. | Prof.B.Rajasekhar | Pro-Vice Chancellor, University of Hyderabad | Member |
| 4. | Dr.A.Jaya Shree | Professor and Head, CCST, IST, JNTUH | Member |
| 5. | Dr.CH.Sasikala | Professor, CEN, IST, JNTUH | Member |
| 6. | Dr. Archana Giri | Professor, CBT, IST, JNTUH | Member |
| 7. | Dr.M.V.S.S Giridhar | Professor, CWR, IST, JNTUH | Member |
| 8. | Dr.G.Krishna Mohan | Professor, CPS, IST, JNTUH | Member |
| 9. | Smt.C.Aruna | Joint Registrar, IST, JNTUH | Member |
| 10. | Dr.K.Venkateswara Rao | Professor and Head, CNST, IST, JNTUH | Member Secretary |

**JNTUH INSTITUTE OF SCIENCE AND TECHNOLOGY (Autonomous)**
**Kukatpally, Hyderabad-500085**

**FIRST MEETING OF INTERNAL QUALITY ASSURANCE COMMITTEE**

**Venue: Meeting Hall of the Director, Institute of Science and Technology, JNTUH**

**On Thursday, January 30, 2020 at 11:00 AM**

**AGENDA**

| Item No. | Description of Item |
|---|---|
| **UNIT: I  ACTION TAKEN REPORT** ||
| 01/01 IQAC_ Jan-2020 | Presentation and action taken report by the IQAC member secretary , IST,JNTUH after 30-01-2020 |
| **UNIT-II: ITEMS FOR CONSIDERATION AND APPROVAL** ||
| 02/01 IQAC_Jan-2020 | Approval of the baseline data of IST 2019-2020. |
| 03/01 IQAC_Jan-2020 | Approval of the Quality Improvement parameters for the next academic Year |

## <u>MINUTES OF THE 1<sup>st</sup> INTERNAL QUALITY ASSURANCE COMMITTEE MEETING</u>

The 1<sup>st</sup> meeting of IQAC was convened in the Meeting Hall of the Director, Institute of Science and Technology (IST), JNTUH, Hyderabad at 11 a.m, on Thursday 30<sup>th</sup> Januray, 2020. The meeting of the IQAC was chaired by Dr.B.Venkateswara Rao and welcomed all the IQAC members to the 1<sup>st</sup> IQAC Meeting. The Chairman IQAC, had asked Dr.K.Venkateswara Rao Professor and Head, CNST, IST, JNTUH, member secretary to present the detailed agenda of the meeting for discussion.

Dr.K.Venkateswara Rao Professor and Head, CNST, IST extended a hearty welcome to The Chairperson, Members of the IQAC and Special Invitees. IQAC member secretary made a presentation on IQAC. Details of the action taken report was presented by IQAC member secretary to the members of the IQAC. With the Chairperson's consent, agenda of the meeting was placed for consideration, discussion and for relevant ratifications in detail.

## UNIT: I ACTION TAKEN REPORT

| | |
|---|---|
| **01/01 IQAC_Jan-2020** | **Presentation and action taken report by the IQAC member secretary , IST, JNTUH after 30-01-2020** |

Presentation and action taken report by IQAC member secretary, IST, JNTUH after 1<sup>st</sup> IQAC Meeting dated 30-01-2020. IQAC member secretary has summarized the activities and action taken after the 1<sup>st</sup> IQAC Meeting.

**The Action taken report is as follows:**

- Each centre need setup a benchmark (Internal University / IIT).
- Different student Forum need to be established.
- Every faculty need to have google scholar, orcid, Vidvan, Publons, scopus, web of science.
- Stake holder feed back to be taken.
- In the month of March-April workshop on IQAC is to be conducted.
- Indian Research Information Network System and Web of Science and Vidvan need to be registered.
- Value added course need to be included in each centre which is requires 30 hours.
- No attendance, No credits inspire students should attend.
- Out reach activities
- IST Open house
- Alumini meeting and out put.
- Appraisal Academic Administration.
- Code of conduct of Institute.
- Research awards scholars and faculty.
- Academic integrating and honest.
- TAB for Internal Quality Assurance Committee in IST Website.
- PBAS: Performance Based Appraisal System.
- E-content development Faculty.
- Faculty publications need to be in care journals.

## UNIT-II: ITEMS FOR CONSIDERATION AND APPROVAL

| | |
|---|---|
| **02/01 IQAC_Jan-2020** | **Approval of the baseline data of IST 2019-2020.** |

The Chairperson and members of the IQAC approved the minutes of I<sup>st</sup> IQAC Meeting held on 30<sup>th</sup> January, 2020.

| | |
|---|---|
| **03/01 IQAC_Jan-2020** | **Approval of the Quality Improvement parameters for the next academic   Year.** |

Following parameters are slated for improvement in the academic year 2019-20.

- Results declaration within 45 days from the last date of Semester end examination.
- All the payments by the students should be made online.
- Internships for all the M.Tech/ M.Pharmacy students for the academic year 2019-20.
- Director's Office Automation is to be intimated.