



# Dr. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING

The Society For Collegiate Education

Affiliated to Andhra University, Approved by AICTE

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Date:28-06-2024

## Internal Quality Assurance Cell

### IQAC Meeting Circular

A meeting of IQAC Committee is convened on 04th July 2024 at 10:00 AM at Seminar Hall-1 in BLOCK-7 to discuss the following..

#### Agenda:

1. Discussion on the preparation of Lesson plans, Question banks by the faculty for the First sem 2024-25 AY
2. Discussion on updation of accreditation related aspects – Creterion wise
3. Discussion on IQAC Calendar of events
4. Discussion on attainment – OBE Perspective
5. Discussion on skill upgradation and capacity building among students
6. Discussion on Stock verification and AAA
7. Any other, with the permission of the Chair

All the members of IQAC are requested to attend the meeting and share their observations and suggestions.

  
IQAC Chairperson

To  
Circulation among the IQAC Committee Members

**Minutes of IQAC Meeting and Resolutions Dated 04-07-2024:**

The Meeting of IQAC committee was held on 04<sup>th</sup> July 2024 at 10:00 AM at Seminar Hall-1 in BLOCK-7.

Prof.J.Babu,IQAC Co-Ordinator has welcomed all the members to the meeting at 10:00 AM.Before proceeding to the agenda,the IQAC Co-Ordinator introduced all the members and placed the following agenda of items for discussion,ratification/approval and suggestions. IQAC Co-ordinator has requested the IQAC chairman to proceed the meeting as per the agenda.

1. Dr D Deepak Chowdary,Principal and IQAC chairman has infomed HODs to take necessary action for the preparation of Time tables of all the classes, lesson plans, question banks of all the courses of the first semester of 2024-2025 Academic Year. HODs are further advised to prepare a calendar with curricular, co-curricular activities.
2. After discussion with all IQAC committee members, it is resolved to review the progress criterion-wise IQAC chairman has informed all HoDs and Functional Committee convenors to upkeep the necessary documents/evidences.
3. IQAC Co-Ordinator has released the calendar of events for the AY 2024-25 and after having thorough discussion requested HODs / Convenors to extend their support and coordination.
4. IQAC chairman has suggested all the departments to follow the Institute OBE Manual to evaluate the CO - PO attainment.
5. IQAC Chairman has informed the SDC Coordinator/ HODs to implement the activities relating to the skill upgradation and capacity building as per the approved action plan.
6. Discussed extensively on AAA,the maintenance of infrastructure , stock verification compliances and action taken for the AY 2023-24 .

  
IQAC Chairperson

Members Attended:

S.No	Name of the Member	Designation	Position in IQAC
1	Dr.D.Deepak Chowdary	Principal	Chairperson
2	Dr.J.Babu	Professor	Co-ordinator
3	Mrs.S.Srilatha	Lecturer	Member-Parent
4	Ms.M.Vijaya	Software Engineer	Member- Alumni
5	Mr.D.Hemanth Kumar Chowdari	Student	Member -Student
6	Mr.M.Murali Raghav	Student	Member -Student
7	Dr D.Raj Kishore	R&D Co-Ordinator	Member -Administration
8	Mrs.S.Siva Jyothi	NSS Officer	Member -Administration
9	Mrs.M.Uma Rani	Office Superintendent	Member- Administration
10	Dr. G.Tirupati Naidu	HOD Civil Engg	Member- Administration
11	Dr.D.Madhavi	HOD CSE	Member- Administration
12	Dr.Solomon JV Gotham	HOD ECE	Member- Administration
13	Dr.G.Anand	HOD EEE	Member- Administration
14	Dr. V.Radha Devi	HOD S&H	Member- Administration

  
IQAC Chairperson