

## Internal Quality Assurance Cell (IQAC)

### Minutes of the Meeting

**Date:** 20 April 2024

**Time:** 3 pm

**Venue:** Board Room

**Presided over by:**

Dr. Sanjay Kumar Padhy, Principal

**Members Present:**

S.No	Name	Designation
1	Dr. Sanjay Kumar Padhy	Principal, Chairperson, IQAC
2	N Sundaram	Associate Professor, Coordinator, IQAC
3	Prof. Srikanth Jatla	Director
4	Dr. P S Subha Prada	Professor
5	Dr. A Shirisha	Professor
6	Dr. A Jyothi	Associate Professor
7	Sanjay Gosh	Assistant Professor
8	S Soni	Assistant Professor
9	O Shalini	Assistant Professor
10	M Manjula	Administrative Officer
11	J Surya Vamsi	Alumnus
12	T Teja	Alumnus
13	L Lavanya	Industrialist
14	M Mahesh	Industrialist

**Agenda:**

- Review of the previous meeting's minutes
- Update on preparations for NAAC Accreditation
- Review of ERP implementation
- Review of activities organised by various support systems
- Planning of future activities by various support systems
- Other Matters

**Minutes:**

1. The meeting began at 3:00 PM with Dr. Sanjay Kumar Padhy extending a warm welcome to all attendees. The minutes from the previous meeting were reviewed and approved unanimously.
2. Mr. N Sundaram provided an update on the NAAC accreditation preparations. Sub-committees are actively working on gathering and organising the necessary data for each


NAAC criterion. The goal is to submit the NAAC IIQA by the end of June 2024, with work on the SSR proceeding concurrently.

3. Dr. Sanjay Kumar Padhy presented a progress report on the ERP implementation. In addition to the student and LMS modules, the attendance and examination modules have now been implemented. It was decided that student assignments would be submitted, online quizzes conducted, and attendance taken via the LMS module of ERP.
4. Dr. Sanjay Kumar Padhy also reported on the action plans submitted by various support systems. These plans include a range of curricular, co-curricular, and extra-curricular activities, as well as celebrations of important national and international days. Members emphasised the need for active participation and timely execution.
5. Dr. A Shirisha highlighted the success of the Management Meet, Adyant, held on January 24th and 25th, 2024, noting significant student participation and achievements. She also announced that the MBA department is planning a Food Fest, Ruchir on 19 April 2024 and a one-week Faculty Development Programme on Visual Data Intelligence for May 2024.
6. Dr. A Shirisha also updated the IQAC on the students who secured placements during the ICICI Prudential Placement Drive on March 27, 2024.
7. Prof. Srikanth Jatla proposed forming a Student Activity Committee to plan, organise, and oversee student activities on campus. Interested students will be invited to register, and members will be selected through a thorough process by the third week of April 2024.
8. Mr. N Sundaram informed members that the CSI Student Branch is organising a one-day bootcamp on AGILE Methodology and Quality Engineering in May 2024. Additionally, a national-level poster presentation competition, AI Innovate, is scheduled for the third week of April 2024.
9. Dr. A Jyothi updated the members on the progress of the quarterly newsletter, Aurora Chronicle, suggesting its launch in the first week of April 2024.
10. The IQAC decided to launch various clubs, including the innovation club, arts club, dance club, music club, photography club, and nature club, in April 2024, with activities commencing immediately.
11. Dr. Sanjay Kumar Padhy summarised the key points discussed and outlined the next steps.
12. The meeting concluded at 5:00 PM.

### Resolutions:

- Resolved to use the LMS module of ERP for assignments, quizzes and attendance.
- Resolved to organise a Food Fest, Ruchir on 19 April 2024 and a one week FDP on Visual Data Intelligence in May 2024.
- Resolved to organise a national level poster presentation competition, AI Innovate, under CSI Student Branch in the third week of April 2024.
- Resolved to organise a one day national level AGILE Methodology and Quality Engineering Bootcamp under CSI Student Branch in May 2024.
- Resolved to release Aurora Chronicles, quarterly newsletter in the first week of April 2024.
- Resolved to launch all the clubs in April 2024.
- Resolved to form a Student Activity Committee by the third week of April 2024.



  
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