# Gokaraju Rangaraju Institute of Engineering and Technology
## (Autonomous)
### Bachupally, Hyderabad-500090, Telangana State, India

## <u>Minutes of 18<sup>th</sup> Internal Quality Assurance Cell Meeting</u>

18<sup>th</sup> IQAC meeting was convened on 23 April 2022(Saturday) at 14:00 Hrs. in Board Room, Block – 3, Gokaraju Rangaraju Institute of Engineering & Technology, Bachupally, Hyderabad and discussed the agenda points under the Chairmanship of Dr. J. Praveen, Principal, GRIET.

The following members were present.

| S. No. | Name of Member | Position in the Current Engagements | Position in IQAC |
|---|---|---|---|
| 1. | Dr J. Praveen | Principal, GRIET | Chairman |
| 2. | Sri M G Sekharam | CEO, GRES | Member, Management |
| 3. | Dr. Jandhyala N Murthy | Director, GRIET | Member, Management |
| 4. | Dr. Ch. Mallikarjuna Rao | Dean Examinations | Member, Teacher |
| 5. | Dr. V. Rama Devi | Dean Finishing School | Member, Teacher |
| 6. | Dr. M. Sridhar | Dean Student Affairs | Member, Teacher |
| 7. | Sri P. Gopala Krishna | Dean Assessments & Accreditations | Member, Teacher |
| 8. | Mrs. M Aruna | Deputy Director, CII, Hyderabad | Member, Local Society |
| 9. | Dr. S. Govinda Rao | I/c, HOD CSE | Invited Member |
| 10. | Mr. B. Ch. Nooka Raju | I/c HOD ME | Invited Member |
| 11. | Dr. G. Karuna | HOD, A.I. & M.L. | Invited Member |
| 12. | Dr. V. Hima Bindu | Professor, HOD ECE | Invited Member |
| 13. | Dr. B. Phaneendra Babu | Professor, HOD EEE | Invited Member |
| 14. | Dr. C.Lavanya | Professor, HOD CE | Invited Member |
| 15. | Sri V. Vijaya Rama Raju | Associate Professor, Dean IQAC | Member Secretary |

Member Secretary welcomed all the Members and HODs, and discussed the following points:

| S. No. | Agenda | Deliberations /Resolution | Action by / Info to |
|---|---|---|---|
| 1. | **To confirm the minutes of the last Meeting of IQAC held on 30 December 2021.** | No comments were received on the resolutions made at 17th IQAC Meeting held on 30 December 2021 at 14.00 hrs<br><br>**Members passed the minutes of the IQAC Meeting held on 30 December 2021.** | All Members |
| 2. | **To report the action taken on the minutes of the last meeting of IQAC held on 30 December 2021.** | Member Secretary presented Action Taken Report (attached a Appendix A) on the previous meeting minutes.<br><br>**Members approved ATR** | All Members |
| 3. | **To review the performance in various academic activities and feedback analysis:** | • Successfully completed the course work for I and II yr B.Tech I Sem in A.Y 2021-22<br>• B. Tech GR22 Course Structure and Syllabus for I and II years prepared.<br>• BoS for all departments will be completed by 30 April 2022<br>• Introduction of Value-Added Courses in every semester till III yr II Sem in GR22 Regulations<br>• Introduction of Honors Degree for all programmes and Minors Degree in AI&ML and Innovation and Entrepreneurship from A.Y 2022-23 for 2020 Batch B.Tech students<br>Members reviewed the academic activities submitted by DAA for the previous quarter and deliberated on introducing Honors Degree, Minors Degree, and Value-Added Courses in new regulations and made the | |

| | | following recommendations. | |
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| | | **Recommendations:** | |
| | | • **Conduct quizzes at the end of each unit in Google LMS from the next academic year. Continuous evaluation marks during the internal assessment will be awarded based on their performance in the quizzes.** | DAA |
| | | • **Prepare an Academic calendar for the next academic year 2022-23 with the theme "Education through Experiential Learning". Based on the theme DAA should give guidelines to bring a fresh thrust into the teaching-learning environment.** | DAA |
| | | • **Establishment of Lecture Recording Room to produce quality Video Lectures for students shall be completed by 30 Jun 22** | DICT |
| | | • **Identify the courses which are in demand like AI&ML and create an online course with video content and assessments by 30 Sept 22** | HOD CSE & H&S |
| 4. | **To review the student performance in academics:** | Members reviewed the 2021-22 UG I - Semester results and observed there is a fall in pass percentage for those who were admitted during AY 2020-21. | |

Performance of previous 3 Batches

(2018-22, 2019-23 & 2020-24)

After deliberations members made the following

| | | recommendations. | |
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| | | **Recommendations:** | |
| | | • **Identify the root causes for low performers through effective mentoring/ counseling by 31 Jan 22** | Dean Mentoring |
| | | • **Create a Question Bank for each course with 10 questions from each unit at various Bloom's Taxonomy Knowledge levels by 30 June 2022** | DFS |
| | | • **Review the standard of question papers by the external experts at the end of each semester using a feedback form.** | DE |
| | | • **Collect recycled stationery like note pads, notebooks, etc. by exchanging the scrapped examination papers with the vendors to make our campus more environmentally friendly.** | DE |
| 5. | To review the improvement in quality publications and research grants from various organizations: | **Research Status:** H-Index: 30 | |

| Year | No. of Publications in Scopus | No. of Citations |
|---|---|---|
| 2018 | 1011 | 511 |
| 2019 | 297 | 849 |
| 2020 | 272 | 1305 |
| 2021 | 377 | 1989 |
| 2022* | 93* | 732* |

| S. No | Details | 2019-20 | | 2020-21 | | 2021-22 | |
|---|---|---|---|---|---|---|---|
| | | No | Amt | No | Amt | No. | Amt |
| 1 | Research Grants | 13 | 64.87 | 2 | 53.166 | 2 | 96.04 |
| 2 | MODROBS | 1 | 12 | 1 | 11.56 | -- | -- |

| 3 | Consultancy | 6 | 31.44 | 4 | 22.23 | 6 | 65.09 | |
| 4 | Patents | 10 | -- | 31 | -- | 09 | -- | |

*Amount in Rs. Lakhs*

Members appreciated the improvement in research publications, Research Grants Received, consultancy works for the present academic year and suggested continuing the practice of conducting at least one program each on IPR, Entrepreneurship, Paper writing, Funding opportunities, and Consultancy per year and ensure 1 SCI & 2 SCOPUS papers per Professor and Associate Professors, as well as 2 SCOPUS papers per Assistant Professors per year and also every department, and also every department conducts at least one International Conference alternate year. Members deliberated on seed money for teachers and made the following recommendations.

**Recommendations:**

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| • **Prepare a report on the impact of Research incentives on the faculty performance by 30 May 2022** | Dean R&D |
| • **Every H&S faculty with Doctorate must be associated with at least one B.Tech. project from the next academic year 2022-23.** | HOD H&S HODs |

**6.** **To review the outcome of faculty development training programs conducted to**

Faculty Development Programs Attended:

| Dept | 2018-19 | 2019-20 | 2020-21 | 2021-22 |
|------|---------|---------|---------|---------|
| BSH | 72 | 701 | 350 | 218 |
| CE | 97 | 270 | 229 | 122 |
| CSE | 135 | 921 | 318 | 216 |
| ECE | 102 | 506 | 91 | 64 |
| EEE | 100 | 508 | 151 | 192 |

| | improve their subject domain and pedagogical skills: | | | | |
|---|---|---|---|---|---|

| | IT | 148 | 721 | 422 | 265 |
|---|---|---|---|---|---|
| | ME | 29 | 276 | 100 | 151 |
| | Total | 683 | 3903 | 1661 | 1228 |

Faculty Development Programs Organized:

| Dept | 2018-19 | 2019-20 | 2020-21 | 2021-22 |
|---|---|---|---|---|
| BSH | 3 | 20 | 1 | 4 |
| CE | 1 | 8 | 2 | 4 |
| CSE | 7 | 15 | 5 | 2 |
| ECE | 4 | 10 | 5 | 1 |
| EEE | 3 | 2 | 6 | 2 |
| IT | 7 | 9 | 1 | 3 |
| ME | 1 | 4 | 6 | 1 |
| Total | 30 | 75 | 26 | 17 |

**FDPs Conducted in AY:2021-22**

i) Faculty Induction Program – 2021

ii) AICTE Margdarshan FDP on "Preparation of Self-Assessment Report for NBA"

iii) AICTE-ISTE Sponsored Online Refresher Programme on "Design Thinking Pedagogical Training" by the Department of IT

iv) FDP on

o Student Assessment and Evaluation by ECE

o Orientation Towards Technical Education & Curriculum Aspects by CE

o Communication Skills, Modes, and Knowledge Dissemination by H&S

o Professional Ethics & Sustainable Development by EEE

o Creative Problem Solving, Innovation, and Meaningful R & D by ME

o Instructional Planning and Delivery by IT

o Research Areas in AI & ML with Case Studies by IT

| | | Faculty Development Programs attended and conducted by faculty in each department were reviewed by the members and suggested and made the following recommendations.<br><br>**Recommendations:** | |
| --- | --- | --- | --- |
| | | • **Conduct Training Needs Analysis for the teachers and prepare an action plan for the AY 2022-23 by 30 June 2022** | Dean FDP |
| | | • **Prepare the FDP action plan in line with an academic calendar theme by 31 July 2022** | Dean FDP |
| | | • **Conduct FDPs in Collaboration with premier institutions like NITs and IITs.** | Dean FDP |
| | | • **Start a Yoga club for the well-being of faculty by 30 June 2022** | Dr. G. Karuna |
| 7. | To review the status of accreditations and affiliations: | <table><tr><th>UG Program</th><th>Start</th><th>Accreditation Status</th></tr><tr><td>EEE</td><td>1997</td><td rowspan="5">First NBA Accreditation in 2006 Reaccredited in 2009, 2014, 2017 and 2020 Valid upto 30.06.2023</td></tr><tr><td>ME</td><td>1997</td></tr><tr><td>ECE</td><td>1997</td></tr><tr><td>CSE</td><td>1997</td></tr><tr><td>IT</td><td>1999</td></tr><tr><td>CE</td><td>2008</td><td>First NBA Accreditation in 2016 Reaccredited in 2019 and valid till 30.06.2022</td></tr></table><br><table><tr><th>PG Program</th><th>Start</th><th>Accreditation Status</th></tr></table> | |

| | | | |
|---|---|---|---|
| Design for Manufacturing | 2004 | First NBA Accreditation in 2016 and reaccreditation valid up to 30.06.2025 | |
| Power Electronics | 2006 | First NBA Accreditation in 2016 and reaccredited in 2019 and valid up to 30.06.2022 | |
| VLSI | 2006 | First NBA Accreditation in 2018 and valid up to 30.06. 2020. On submission of Pre-Qualifier, received extension up to 30.06.2022 | |
| Computer Science and Engineering | 2007 | | |
| Structural Engineering | 2014 | | |

- NAAC- 2nd Cycle ('A++' Grade with CGPA 3.55) Valid up to 22nd February 2026
- UGC Autonomous Status extended for 10 Years (i.e.,2021-2022 to 2030-2031)
- SIRO Renewal from 01-04-2020 to 31-03-2023
- AICTE EoA: 2021-2022
- JNTUH Affiliation: 2021-22

Members reviewed the status of accreditations and affiliations and made the following recommendations.

**Recommendations:**

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| • **SAR for B.Tech(Civil Engineering) and M.Tech(Power Electronics, VLSI) shall be uploaded by 25 May 2022** | Dean As. & Ac. |

| 8. | To review the status of student activities: | **GRIET NSS/Green Campus/ Street Cause Activities: 2021-22:** | |
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| | | 1. NSS GRIET conducted the GRIET Village development program Under Unnat Bharat Abhiyan (UBA) in which the following activities were done. Conducted Village survey, Household survey, and distributed saris to parashudh karmic, distributed sanitizers, face masks to Anganwadi Kendra in the allocated villages Gundla pochampally, Basiragadi, Gnanapur, Parvathapur. Nearly 80 Teaching, Non-Teaching, and students have participated. | |
| | | 2. NSS GRIET submitted a technical proposal to implement IoT based embedded system kit to provide solutions to some general problems faced by the villagers like a water sprinkler, power management, and real-time monitoring of theft and fire safety to agriculture and avoid snake bites, etc. | |
| | | 3. Free Covid Vaccination drive was conducted thrice so far in collaboration with Lotus Hospital for staff and students through NSS, in which 241 Teaching and Non-teaching staff of our college and 29 outside participants were vaccinated. | |
| | | 4. NSS GRIET organized free medical check-ups for the Female staff including housekeeping staff on International Women's Day. Preventive medical tests like ECG, BP, Sugar, Eye & Dental check-ups are conducted free of cost. A blood donation camp was also organized. | |
| | | 5. NSS GRIET and Team – Green Campus jointly organized two days of Environmental Fest – Ruedo on 25-26 March 2022 to create awareness to protect the environment, in which 352 students actively participated and showcased their projects and nearby | |

| | | school children displayed the environmental protection theme projects. Members appreciated the activities conducted by NSS. Deliberated on the importance of professional clubs to practice the latest technologies, provide opportunities to fast learners to earn while learning to imbibe a higher level of discipline, responsibility, time management, and self-confidence and made the following recommendations. **Recommendations:** | |
|---|---|---|---|
| | | • **Conduct a session by inviting Swami Shitikantananda from Ramakrishna Math for I B, Tech. students by 30 June 2022 on Value of Self-Discipline in student life.** | DSA |
| | | • **Organize the Alumni meetings in metropolitan cities in India and Abroad in the coming academic year 2022-23.** | DAl.A |
| | | • **Release Bridge newsletter to strengthen the communication between the institute and alumni by 30 June 2022** | DAl.A |
| | | • **Organize awareness programs on Funding opportunities for students by 30 June 2022** | DCC |
| 9. | **Dissemination of information on various quality initiatives to all stakeholders:** | Members reviewed the status of assessments and accreditations. Congratulated HoD and Faculty of Mechanical Engineering for successfully getting accreditation for M. Tech. (DFM) programme. Also deliberated on the importance of disseminating the information about quality initiatives in social media and made the following recommendations. **Recommendations:** | |

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| | | • **Publicise GRIET best practices among the B.Tech. I year students by 30 June 2022** | Dean As. & Ac. |
| | | • **Introduce one new best practice for each two years** | Dean As. & Ac. |
| | | • **Conduct awareness sessions on the importance of COs, POs, Competencies and Performance Indicators among the students at the beginning of each semester** | Dean As. & Ac. and HoDs |
| 10. | **Review of Quality Initiatives and adoption of best practices:** | Dean IQAC presented the Quality Initiatives taken by GRIET-IQAC.<br><br>• Conducted a session on "National Education Policy - 2020 Implications" on 11 Mar 22, by Dr. B. Srinivasa Rao for HODs, and Deans. No. of Participants:30.<br><br>• Conducted Awareness Program on IPR for Second year CSE and allied branches on 16 March 2022 in collaboration with Indian Patent Office, Chennai.<br><br>• Annual Quality Assurance Report (AQAR) for the AY 2020-21 was prepared and submitted on 29 Mar 22.<br><br>• Conducted a series of sessions on "Team Working" by Sri M. G. Sekharam, CEO, GRIET for HODs, Deans, and Faculty from 05-26 April, 2022. Total number of participants: 310.<br><br>Members reviewed the IQAC activities and made the following recommendations.<br><br>**Recommendations:** | |
| | | • **Conduct one activity on quality parameters sponsored by NAAC by 31 Dec 22** | Dean IQAC |
| | | • **Include at least one Academic peer in the IQAC team by the next meeting.** | Dean IQAC |

| | | • **Follow-up on benchmarks as per NAAC criterion on monthly basis** | Dean IQAC |
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Meeting was concluded at 04:00 PM and proposed to conduct the next meeting in July 2022.

V. Vijaya Rama Raju
Member Secretary

**Action Taken Report for 17ᵗʰ IQAC Meeting held on 30 December 2021**

| S. No | Action Point | Action by | Status as on 19-04-2022 |
|---|---|---|---|
| 1. | Initiate the preparations for GR-22 regulations by 10 Feb 22 | DAA | Course structures are prepared. External BoS is scheduled to complete by the end of April 2022 |
| 2. | Submit the ATR on CO-PO attainments for the AY 2020-21 by 31 Jan 22 | DAA | CO-PO attainments are received from all Departments. |
| 3. | Prepare a report on IRG through value-added courses for AY 2020-21 by 15 Feb 22 | DAA | Rs. 5 Lakhs generated through the value-added courses offered through GRIET Skill Development Cell. |
| 4. | Prepare a policy document on Starting of Industry supported courses and appointing Professors of Practice (POP) for teaching the course by 28 Feb 2022 | DAA | Professors of Practice (POP) are individuals with rich industrial experience in cutting-edge technologies who are appointed on a contract or permanent basis.<br><br>POP must deliver a course on the latest technologies, such as AI&ML, Data Science, Blockchain, Electric Vehicles, and so on, for a period of 10-30 hours satisfying the credit requirements, with formative and summative assessments, in accordance with the programme requirements.<br><br>Holders of POP faculty positions are subject to and protected by the same institute policies protecting academic freedom and dismissal for cause as regular but untenured faculty members during the length of their appointment.<br><br>CSE and allied branches conducted a few courses on AIML, BlockChain, Digital Wellbeing, etc. by inviting industrial experts. |
| 5. | CO & PO Validation (National/ International) by 15 Mar 22 | DAA | Completed by all depts |

| 6. | Establishment of a recording studio for lecture videos by 15 Mar 22 | Dean ICT | The establishment of a lecture capturing system is initiated and an indent is generated. |
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| 7. | Inclusion of Mentor-Mentee interactions in Timetable and colour coding for BS, ES, HS, PC, PE, OE, LC, MC, PW courses | Timetable Coordinator | Mentor-Mentee interaction has been planned during the lab periods at the end of class for 30 minutes. Colour coding is completed for respective courses (2021-22-II Semester). |
| 8. | Dean Student Progression in place of Dean Finishing School by 31 Jan 22 | Principal Office | Dean AAC should look after advanced learner's progress & Dean Finishing School must look after slow learners |
| 9. | Conduct remedial classes for II-Year students to improve the results from 17 Jan 22 | DFS | Remedial classes have been conducted for current second-year students who have scored less in mid-1 in selective courses. |
| 10. | Case study: How many slow learners have become fast learners? by 15 Feb 22 | DFS | A comparative study is conducted with respect to mid marks to know the impact of remedial classes. |
| 11. | Prepare a plan of action to understand the student performance at different knowledge levels for the AY 2022-23 | DFS | DOE was requested to include knowledge levels along with COs during assessment from the academic year 2022-23 to identify the knowledge levels of students. |
| 12. | Correlate CO attainment with Pass Percentage for AY 2020-21 by 15 Mar 22 | DFS | Compared Pass percentages and CO attainments and observed that there is a positive relationship between attainment level and pass percentage. |
| 13. | Report on activities for fast learners by 28 Feb 22 | DAAC | 143 B. Tech I year students was identified as fast learners by conducting written test and interviews. Students are undergoing training on various cutting-edge technologies like AI & ML, Web & APP Development, and Computer Vision. etc., |
| 14. | Initiate and report "Earn while you Learn" concept for high performers by 01 Feb 22. | DAAC | The placements department has identified 5 high performers from IV B.Tech. through interviews and providing paid internships worth Rs. 10000/- per month per candidate in I Year programming labs as teaching assistants. |
| 15. | Review the current policy for providing seed money to teachers for research and make | Dean R&D | Policies (Policy on patents and Policy on reimbursement of part of conference registration fee) for providing seed money |

| | any necessary changes to meet current needs by 01 Feb 22. | | to teachers for research and making necessary changes to meet current needs. These policies are being implemented for all the existing faculty members. |
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| 16. | Preparation of brochures showcasing GRIET's Research Footprint, Consultancy works, and Products by 15 Mar 22 | Dean R&D | Prepared for AY 2021-22. |
| 17. | Prepare Case study: "Quality initiatives have resulted in an increase in research activities" by 15 Feb 22. | Dean R&D | The Institute introduced several initiatives to improve the research excellence in terms of quality and reliability of the research. Some of the major initiatives are: (1) Senior management (Director, Principal, Dean R&D) having one-to-one meetings with each and every faculty of the department (2) For three to four faculty a senior professor is assigned to guide and monitor the research activities of the faculty (3) Faculty pursuing Ph.D. are assigned M.Tech. projects as a supervisor under the guidance of a senior professor of the department. These initiatives have secured positive outcomes in the form of an increase in the number of publications from 301 in the year 2019-20 to 423 in the year 2020-21. In the year 2020-21, GRIET has secured funded research projects (DRDO, DST AICTE, AR&DB, etc.) worth Rs.106.806 lakhs when compared to Rs. 76.865 lakhs in the year 2019-20. In 2020 Institute has secured 172NIRFrank and NAAC A++ grade vindicating our efforts to enhance research performance due to adopted research initiatives in the Institute. Various international conferences, STTPs, and FDPs are conducted exposing the faculty, research scholars, and postgraduate students to various aspects of research. To enhance research, the institute announced a research promotion policy such as the |

| | | | provision of seed grants for research and financial support for filing patents. |
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| 18. | Examine current employee welfare programmes and make any required improvements to meet the COVID-19 pandemic's new standards by 01 Feb 22. | Dean FDP | Covid awareness programmes are conducted both for teaching and non-teaching. Covid standard operating procedures (SOP) are updated. Staff/faculty affected by COVID were given paid leave for one to two weeks. |
| 19. | Conduct FDPs/ Training programs in collaboration with CII by 31 Mar 2021 | Dean FDP | Conducted one day workshop on "Intellectual Property Rights: Best Practices & Procedures for Obtaining a Patent in India" on 19 Nov 2021. |
| 20. | Prepare Faculty Profile Booklets of each department by 28 Feb 22 | Dean FDP | Completed and available in all the departments |
| 21. | Prepare a policy on Industry internships for faculty/ students by 28 Feb 22 | Dean Internships | Prepared and made available for students and faculty. |
| 22. | Half-yearly verification of NBA and NAAC files by the core team. | Dean As. & Ac. | Verified during the second week of March 2022 |
| 23. | Complete the mock NBA inspection for M.Tech (DFM) program by 08 Jan 22. | Dean As. & Ac. | Mock inspection is conducted on 26 Feb 22. NBA Expert Visit is conducted on 11-13 March 2022 and granted accreditation for 3 years from the AY 2022-23 to 2024-25 i.e., up to 30 June 2025. |
| 24. | Prepare NBA - SAR for B.Tech(Civil Engineering) and M.Tech(Power Electronics, VLSI, ) programs by 28 Feb 22. | Dean As. & Ac. | Pre-Qualifiers are submitted to NBA. SAR shall be uploaded by 25 May 2022. |
| 25. | Prepare brochure & short videos highlighting the strengths of each department to share on social media by 20 Mar 22 | Dean As. & Ac. | Prepared departmental brochures and videos preparation is under progress. |
| 26. | Improvement in Web ranking and followers in social media by 20 Mar 22 | Dean As. & Ac. | GRIET Web team is trying to improve the web rankings. At present, GRIET stands at 8309 in world rankings and at 2713 in continental rankings. |

| 27. | Prepare a Virtual tour video for GRIET by 20 Mar 22 | Dean As. & Ac. | The latest version of the GRIET Virtual tour video is prepared and will be integrated into the GRIET website by 31 May 2022. |
|---|---|---|---|
| 28. | Constitution of "Innovation Award" for the best main project submitted in the final semester per program by 28 Feb 22 | DSA | HODs are requested to form a team of two or three senior professors to identify the best project during the IV-II roadshow and be awarded Rs.3000/- cash prize along with an appreciation letter. |
| 29. | Establish Drones Club by 30 Mar 22 | DSA | Efforts are in place to bring the faculty and students who are working on drones from various departments like ECE, EEE, CSE, IT, etc. under one umbrella. |
| 30. | Submit AQAR for AY 2020-21 by 31 Jan 22 | Dean IQAC | AQAR was submitted on 29 Mar 22. |
| 31. | Conduct at least one activity on quality parameters per semester | Dean IQAC | • Conducted "Intellectual Property Rights: Best Practices & Procedures for Obtaining a Patent in India" on 19 Nov 2021.<br>• Conducted Awareness Program on IPR for Second year CSE and allied branches on 16 March 2022 in collaboration with Indian Patent Office, Chennai |
| 32. | Follow-up action on MoMs on a monthly basis | Dean IQAC | Follow-up action is in place for the following activities:<br><br>• Action points from the previous IQAC meeting<br>• Areas of improvement suggested by the NBA peer team<br>• Result analysis and ATR<br>• CO-PO attainment calculations and ATR |

V.Vijaya Rama Raju

Dean IQAC