

**Narasaraopeta Engineering College, Narasaraopet,
Internal Quality Assurance Cell**

Proceedings of the meeting of IQAC of NEC dated 16.03.2017

Members present:

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| 1. Dr.B.V.Rama Mohana Rao, Principal | - Chairman |
| 2. Dr.S.N.Tirumala Rao, HOD, CSE | - Convenor |
| 3. Dr.V.Venkata Rao, HOD, ECE | - Member |
| 4. Dr.D.Jagadish, HOD, ME | - Member |
| 5. Dr.K.P.Lakshmanan, HOD, EEE | - Member |
| 6. Dr.M.Srinivasa Narayana, HOD, MBA | - Member |
| 7. Dr.K.P.Lakshmi, HOD, BSH | - Member |
| 8. Sri.R.Thyagaraju, CAO | - Member |

AGENDA:

1. To Review the completion of the syllabus by all the faculty for the II Semester of the academic year 2016-17.
2. To review the preparation of SAR to be submitted to NBA.
3. To review the academic Audit Reports of different departments.
4. Any other points with the permission of the chair.

After detailed discussion on the above points the IQAC has resolved the following :

1. The completion of syllabus majority of the faculty is as per the lesson plans submitted by them. All the HODs are requested to take necessary steps to complete the syllabus within the scheduled time.
2. IQAC has expressed its satisfaction on academic audit reports pertaining to academic audit submitted by all departments.
3. Reviewed the work of different departments towards the preparation of SAR to be submitted online to NBA for renewal of Accreditation. All the HODs are requested to complete the work before the stipulated time i.e June 2017.

The meeting is concluded with thanks to the Chair.

CHAIRMAN