



Visvesvaraya

College of Engineering & Technology

(Approved by AICTE, New Delhi & Govt. of T.S., Affiliated to JNTUH, Hyderabad.)
(Sponsored by : Jawahar Educational Society) (An ISO 9001 - 2018 Certified Institution)
M.P. Patelguda (V), Ibrahimpatnam (M), Ranga Reddy Dist - 501510, T.S.

Ph : 08414 - 252677
(O) : 77299 89434
Website : www.vcethyd.ac.in
e-mail : vcethr@gmail.com



Ref. :

Date :

OFFICE ORDER

Date: 01.02.2022

Sub:-VCET-Internal Complaint Committee-Nomination of the members for the year 2022-23- Reg

With reference to the subject cited above, the Internal Complaint Committee with the following members has been constituted for the year 2022-23

S.No	Name	Designation & Dept	Nominate Designation for the Committee	Mobile.No	Mail ID
1	Mrs.Sangeetha	Asst Prof-CSE	Chariman	8367483927	moligisangeetha@gmail.com
2	Mrs.T.Jyothsna Shanthi	Asst Prof-MEC	Member	9849081045	jyotsnasanthi@gmail.com
3	B.Swetha	Asst Prof-ECE	Member	8790593469	Swetha5f@gmail.com
4	P.Jacob	AO	Member	9396846982	jacobpalla@gmail.com
5	Chanakya Praveer	Syst Analayst	Member	7702771395	vceteb@gmail.com
6	M.Sravya	Student(ECE)	Student	9392428712	Civil2015@gmail.com
7	N Sravani	Student(EEE)	Student	6309089818	Vishnu.sony17@gmail.com
8	A Sateesh	Student(CE)	Student	9502485928	vinuthaaamireddy@gmail.com

Committee looks after the following matters:

1. This committee will look after all complaints in regard to gender sensitization and sexual harassment and other grievances.
2. After proper enquiry the committee will put its findings to the Management for Decision.

(Dr.D.Ramesh)
Principal

PRINCIPAL
Visvesvaraya College of Engineering & Technology
M.P. Patelguda (V), Ibrahimpatnam (M),
R.R. Dist-501 510.



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Ref.:

Date:

Date: 26-07-2022

Internal Complaint Committee

CIRCULAR

All the members of **Internal Complaint Committee** are requested to attend the Committee meeting in the seminar Hall at 3:00pm i.e. 26-07-2022 to discuss about below agenda points.

Agenda of Meeting

- To review the disciplinary issues if any.
- To Organized Anti Sexual Harassment programmes.
- To improve the grievance and redresses cell.
- Guidance to Girl students
- Implementation of Gender sensitization
- Any other relevant subject at the time of meeting.

Committee members:

S.No.	Name	Designation & Dept	Nominate Designation for the Committee	Mobile.No	Mail ID
1	Mr.Sangeetha	Asst.Prof	Chairmen	836748397	Moligisangeetha@gmail.com
2	Mrs.T.Jyothsna Shanthi	Asst Prof-MEC	Member	9849081045	vyotsnasanthi@gmail.com
3	B.Swetha	Asst Prof-ECE	Member	8790593469	Swetha5f@gmail.com
4	P.Jacob	AO	Member	9396846982	jacobpalla@gmail.com
5	Chanakya Praveen	Syst Analayst	Member	7702771395	vceteb@gmail.com
6	M.Sravva	Student(ECE)	Student	9392428712	Civil2015@gmail.com
7	N Sravani	Student(EEE)	Student	6309089818	Vishnu.sony17@gmail.com
8	A Sateesh	Student(CE)	Student	9502485928	vinuthaaamireddy@gmail.com


Principal

PRINCIPAL

Visvesvaraya College of Engineering & Technology
P. Patelguda (V), Ibrahimpatnam
R.R. Dist-501 510

To
Committee members



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Ref.:

Date:

Date: 26-07-2022

INTERNAL COMPLAINT COMMITTEE MEETING MINUITS OF MEETING

The Internal Complaint Committee meeting is conducted in the seminar Hall at 3:00pm i.e. 26-07-2022 to discussed the below agenda points.

Agenda of Meeting

- To review the disciplinary issues if any.
- To Organized Anti Sexual Harassment programmes.
- To improve the grievance and redresses cell.
- Guidance to Girl students
- Implementation of Gender sensitization
- Any other relevant subject at the time of meeting.

Committee members:

S.No.	Name	Designation & Dept	Nominate Designation for the Committee	Mobile.No	Mail ID
1	Mr.Sangeetha	Asst.Prof	Chairmen	836748397	Moligisangeetha@gmail.com
2	Mrs.T.Jyothsna Shanthi	Asst Prof-MEC	Member	9849081045	jyotsnasanthi@gmail.com
3	B.Swetha	Asst Prof-ECE	Member	8790593469	Swetha5f@gmail.com
4	P.Jacob	AO	Member	9396846982	jacobpalla@gmail.com
5	Chanakya Praveen	Syst Analayst	Member	7702771395	vceteb@gmail.com
6	M.Sravya	Student(ECE)	Student	9392428712	Civil2015@gmail.com
7	N Sravani	Student(EEE)	Student	6309089818	Vishnu.sony17@gmail.com
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Ref.:

Date:

Points Discussed

- To committee reviewed if any disciplinary issues are there, no complaint is failed in any department during this tenure.
- The committed has decided to Organized Anti Sexual Harassment program in college.
- Convener advised the committee member to improve the grievance and redresses cell.
- Committee is planning to give proper Guidance to Girl students regarding their safety
- Implementation of Gender sensitization subject from 1st year onwards as special course
- Discussed all other relevant subject at the time of meeting.

Resolution:

1. As per the previous meeting discussions committee implement proper dress code to students and band of Cell phone use by students in campus
2. Committee solved the internal complaint came from canteen during class hours

To
Committee members

D. P. ...

Principal

PRINCIPAL

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Ref. :

Date :

OFFICE ORDER

Date: 02.01.2022

Sub:-VCET-Minority Atrocities Prevention Committee-Nomination of the members-Reg

With reference to the subject cited above, the following staff are hereby nominated for Minority Committee (As per the (Prevention of Atrocities) Act, 1989, No.33 of 1989, dated 11.09.1989, for the year 2022-23.

S.No.	Name of the Staff Member	Committee Designation	Signature
1	Mr.P.Ramaswami	Convenor	
2	Mrs.Sd.Thisin	Member	
3	Mrs.T.Jyotsna Shanthi	Member	
4	Mr.Shaik Shareef	Member	
5	Mr.H.Somashekar	Member	

Circulation to above staff

(Dr.D.Ramesh)
Principal

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Ref.:

Date:

Date: 02/09/2022

VCET/Minority /08/2022/6

Minority Atrocities Prevention Committee

Circular

All the Minority Cell committee members are requested to attend the meeting at the Board room, at Main Block by 3.00Pm on 03/09/2022 to discuss the following points for the A.Y.2022-2-23

Committee Members

S.No.	Name of the Staff Member	Committee Designation	Signature
1	Mr.P.Ramaswami	Convenor	
2	Mrs.Sd.Thisin	Member	
3	Mrs.T.Jyotsna Shanthi	Member	
4	Mr.Shaik Shareef	Member	
5	Mr.H.Somashekar	Member	

Agenda Points:

1. Awareness program-programs available for the growth of the individual with the available community welfares
2. Suggestions for the students and faculty to overcome the problems faced by them.
3. Provide career guidance for the students.
4. Utilization of government schemes
5. Training for the individuals like communication skills, Speaking skills, Aptitude, ect
6. Assurance-to the minority students and staff for the continuous support

Circulation to above staff

(Dr.D.Ramesh)

Principal

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Ref.:

Date:

Date: 03/09/2022

VCET/Minority /08/2022/7

Minority Atrocities Prevention Committee

Minutes of Meeting

The meeting of Minority Atrocities Prevention Committee conducted at the Board room, at Main Block by 3.00Pm on 03/09/2022 to discuss the following points for the A.Y.2022-2-23

Committee Members

S.No.	Name of the Staff Member	Committee Designation	Signature
1	Mr.P.Ramaswami	Convenor	
2	Mrs.Sd.Thisin	Member	
3	Mrs.T.Jyotsna Shanthi	Member	
4	Mr.Shaik Shareef	Member	
5	Mr.H.Somashekar	Member	

Points Discussed

1. The committee decided to conduct a Awareness program-programs for the growth of the individual with the available community welfares by this month ending
2. Committee invited the some of minority students and faculties from all branches randomly and taken Suggestions from the students and faculty to overcome the problems faced by them.
3. The committee decided to conduct career guidance for the students.



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Ref.:

Date:

4. The committee explained to students and staff about Utilization of government schemes
5. Discussed about Training for the individuals like communication skills, Speaking skills, Aptitude, ect
6. Committee gave an Assurance-to the minority students and staff for the continuous support

Resolutions

- It was decided to conduct special training on technical, quantitative and logical skills for Minority students under TASK Scheme to encourage Minority students to go for higher studies. Mr. P.Rama Swamy was appointed as the program Coordinator, Mr.Sd.Shareef and Mrs. Sd.Tisin were choosen as the resource person to handle the class. From each department coordinators were elected to give out information to the students of their respective department regarding the schedule of the classes
- The committee members and TASK coordinator are succeed to join the 62 UG & PG students in TASK program successfully

Circulation to above staff


Principal

(Dr.D.Ramesh)

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Ref. :

Date :

OFFICE ORDER

Date: 02.01.2022

Sub:-VCET-OBC Cell Prevention Committee-Nomination of the members-Reg

With reference to the subject cited above, the following staff are hereby nominated for OBC Cell Prevention Committee (As per the (Prevention of Atrocities) Act, 1989, No.33 of 1989, dated 11.09.1989, for the year 2022-23.

S.No.	Name of the Staff Member	Committee Designation	Signature
1	Mr.P.Ramulu	Convenor	
2	Mr.P.Venkat Ramulu	Member	
3	Mr.P.Chanakya Praveen	Member	
4	Mr.G.Srisailam	Member	

Circulation to above staff

(Dr.D.Ramesh)
Principal

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e-mail: vcethr@gmail.com



Ref.: VCET/OBC/03/2023/8

Date: 10-7-2022

OBC CELL PREVENTION COMMITTEE

CIRCULAR

All the members of OBC Cell Prevention Committee members of the College are hereby informed to attend the meeting on 11-7-2022 at 3.30 pm in Conference Hall to discuss the following matters for the academic year 2022-2023 to address the issues of OBC Students.

Agenda of the Meeting

- Issues raised by the OBC students
- Scholarship still not received by few students.
- Require special training on personality development
- Committee decided to ask the Librarian whether the book bank books exclusively used for OBC students or not
- Committee decided to encourage the OBC students take member ships in TASK program

COMMITTEE MEMBERS

S.No.	Name of the Staff Member	Committee Designation	Signature
1	Mr.P.Ramulu	Convenor	
2	Mr.P.Venkat Ramulu	Member	
3	Mr.P.Chanakya Praveen	Member	
4	Mr.G.Srisailam	Member	

PRINCIPAL

PRINCIPAL

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e-mail: vcethr@gmail.com



Ref.:

Date:

OBC CELL PREVENTION COMMITTEE

MINUTES OF MEETING

Time and Venue: 11.07.2022 at 3.30 PM in Conference Hall

Members of the Meeting

S.No.	Name of the Staff Member	Committee Designation	Signature
1	Mr.P.Ramulu	Convenor	
2	Mr.P.Venkat Ramulu	Member	
3	Mr.P Chanakya Praveen	Member	
4	Mr.G.Srisailam	Member	

Agenda of the Meeting

- Issues raised by the OBC students
- Scholarship still not received by few students.
- Require special training on personality development
- Committee decided to ask the Librarian whether the book bank books exclusively used for OBC students or not
- Committee decided to encourage the OBC students take member ships in TASK program

Minutes of the Meeting

The meeting Points discussed :

- The Co-ordinator gave necessary information required to the office staff regarding OBC students for OBC student's scholarship.
- The chairman put forth the aims and objectives of this committee.

- Committee received a satisfactory response from the librarian about OBC book bank
- Committee prepared a circular and same to circulate in all class rooms both UG & PG to encourage the OBC students take member ships in TASK program
- It was decided to organize a program on personality development..
- It was also suggested to give guideline of the scholarship for OBC Students .
- The review of last term meetings was taken .
- Follow up of scholarships was taken.

Resolutions

- It was decided to conduct special training on technical, quantitative and logical skills for OBC students under Prerana Scheme to encourage OBC students to go for higher studies. Mr. P.Ramulu was appointed as the program Coordinator, Mr.P.Venkata Ramulud and Mrs.B.Santhoshi were chosen as the resource person to handle the class. From each department coordinators were elected to give out information to the students of their respective department regarding the schedule of the classes
- The committee members and TASK coordinator are successfully conducted various training programmes for OBC students under TASK



PRINCIPAL
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(An ISO 9001 - 2008 Certified Institution)

Ref.:

Date:

VCET/Anti-Ragging Committee/2019

Date: 01.07.2022

OFFICE ORDER

Sub:-VCET-Constitution of Anti-Ragging committee-Nomination of members.

Ref:-1.Go.Ms.No.19, Higher Education (EC-2) Dept.dated 08-03.-2010.

2. No.862/OSD-IBP/CYB/2011.Dated 03/09/2011 of O.S.D

Ibrahimpatnam/Asst.Commissioner, Ibrahimpatnam.

With reference to the Para (III) of the above G.O.Cited in the reference, the Anti Ragging Committee is reconstituted with the following members for the year 2021-22

Name	Designation	Committee Designation	Mobile Number
Dr.D.Ramesh	Principal	Chairman	9505506224
Sri.V.Yadagiri Reddy	Asst Commissioner of Police Ibrahimpatnam	Member	9490617106
Sri.P.Narender	Inspector of Police,Adibatla	Member	9490617143
Sri.K.Laxminarayana	Chairman,VCET	Member	9849104442
Sri.P.Janardhan Reddy	Secretary,VCET	Member	9505506218
Sri.A.Sridhar Reddy	Treasurer,VCET	Member	9603282828
Dr.N.Raji Reddy	Professor	Member	9246263374
Sri.K.Raj Kumar	HOD,EEE	Member	8639379471
Sri.H.Raghupathi	HOD,ECE	Member	9989322934
Sri.L.Kiran Kumar Reddy	HOD,CSE	Member	9603621055
Sri.M. Rajender Reddy	HOD,CIVIL	Member	9502090713
Sri.A.Venu	HOD,MECH	Member	9885258538
Sri.D.R.K.Sharma	HOD,H&BS	Member	9177427229
Sri.N.Ravi vardhan	HOD,MBA	Member	9640543230
Sri.P.Jacob	A.O	Member	9396846982
Sri.M.Chanakya Praveen	System Analyst	Member	7702771395
Mr..Ashok	Electronic Media person-T Ne	Member	8008573296

Mr..Uragiri Rao	Media person(Sakshi)	Member	9666421880
Mr..A.Mahesh	Media person(Eenadu)	Member	8008573296
Mr.M.Manoj Kumar	ECE Student	Member	8297985846
Ms.Lavanaya	EEE Student	Member	7997103991
Ms.CH Ramya	CSE Student	Member	9182966293
Ms.G Supriya	CE Student	Member	9010077936
Mr.Srikar Sharma	MECH Student	Member	9494828628

The members are requested to undertake the necessary measures to prevent the occurrence of Ragging with the assistance of Anti-Ragging Squad. They should enlist the assistance of Professional counselors to address the students and conduct cultural sports and games activities under the supervision of staff members.

Copy to ACP, Ibrahimpatnam.

The Secretary,

Copy to individuals concerned.


PRINCIPAL



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Ref. :

Date :

OFFICE ORDER

Date: 01.02.2022

Sub:-VCET-SC/ST Atrocities Prevention Committee-Nomination of the members-Reg

With reference to the subject cited above, the following staff are hereby nominated for SC/ST Committee (As per the Schedule Caste & the Schedule Tribes (Prevention of Atrocities) Act,1989,No.33 of 1989,dated 11.09.1989, for the year 2022-23

S.No.	Name of the Staff Member	Committee Designation	Signature
1	Mr.H.Raghupathi	Convenor	
2	Mr.N.Ravivardhan	Member	
3	Mrs T.Jyothsna Shanthi	Member	
4	Mr.P.Ramaswami	Member	
5	Mr.R.Tulja Prasad	Member	
6	Mr.V.Dharmakar	Member	

Circulation to above staff

(Dr.D.Ramesh)

Principal

PRINCIPAL
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Ref.:

VCET/SCST/08/2022/7

Date:

Date: 06-08-2022

SC & ST ATROCITIES PREVENTION COMMITTEE

CIRCULAR

All the members of SC/ST Atrocities Prevention Committee members of the College are hereby informed to attend the meeting on 07-08-2022 at 10.30 am in Conference Hall to discuss the following matters for the academic year 2022-2023 to address the issues of SC/ST Students .

Agenda of the Meeting

- Issues raised by the SC/ST students
- Scholarship still not received by few students.
- Require special training on personality development.
- Aptitude training for students under Prerana scheme and preparing schedule for it.

S.No.	Name of the Staff Member	Committee Designation	Signature
1	Mr.H.Raghupathi	Convenor	
2	Mr.N.Ravivardhan	Member	
3	Mrs T.Jyothsna Shanthi	Member	
4	Mr.P.Ramaswami	Member	
5	Mr.R.Tulja Prasad	Member	
6	Mr.V.Dharmakar	Member	

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e-mail: vcethr@gmail.com



Ref.:

SC & ST ATROCITIES PREVENTION COMMITTEE

Date:

Date:07/08/2022

Minutes of Meeting

Time and Venue: 07.08.2022 at 10.30 am in Conference Hall

Members Attending for the Meeting:

S.No.	Name of the Staff Member	Committee Designation	Signature
1	Mr.H.Raghupathi	Convenor	
2	Mr.N.Ravivardhan	Member	
3	Mrs T.Jyothsna Shanthi	Member	
4	Mr.P.Ramaswami	Member	
5	Mr.R.Tulja Prasad	Member	
6	Mr.V.Dharmakar	Member	

Agenda of the Meeting

- Issues raised by the SC/ST students
- Scholarship still not received by few students.
- Require special training on personality development.
- Aptitude training for students under Prerana scheme & TASK and preparing schedule for it.

Minutes of the Meeting

The meeting Points discussed :

- The Co-ordinator gave necessary information required to the office staff regarding SC and ST students for SC/ST student's scholarship.
- The chairman put forth the aims and objectives of this committee.



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Ref.:

Date:

- Committee received a satisfactory response from the librarian about SC & ST book bank
- Committee prepared a circular and same to circulate in all class rooms both UG & PG to encourage the SC & ST students take member ships in TASK program
- It was decided to organize a program on personality development..
- It was also suggested to give guideline of the scholarship for SC/ST Students .
- The review of last term meetings was taken .
- Follow up of scholarships was taken.

Resolutions

- It was decided to conduct special training on technical, quantitative and logical skills for SC/ST students under Prerana Scheme to encourage SC/ST students to go for higher studies. Mr. H.Raghupathi was appointed as the program Coordinator, Mr.N.Ravi Vardhan and Mr.T.Jyoshna Shanthi were choosen as the resource person to handle the class. From each department coordinators were elected to give out information to the students of their respective department regarding the schedule of the classes
- The committee members and TASK coordinator are succeed to join the 284 UG & PG students in TASK program successfully


PRINCIPAL

PRINCIPAL

Visvesvaraya College of Engineering & Technology

M.P. Patelguda (V), Ibrahimpatnam

R.R. Dist-501 510.



Visvesvaraya

College of Engineering & Technology

(Approved by AICTE, New Delhi & Govt. of T.S., Affiliated to JNTUH, Hyderabad.)
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Ref.:

OFFICE ORDER

Date:

Date:02.01.2022

Sub: VCET-Constitution of Committee for RTI-Reg

The following Staff are here by nominated for looking afete the matters under Right to Information Act for our College

S.No	Name of the member	Designation	Department	Signature
1	Dr.D.Ramesh	Chairman	Principal	
2	Mrs.T.RamyaSree	Information Officer	CSE	
3	Mr.D.Rama Krishna Sharma	Member	H&BS	
4	Mr.H.Raghupathi	Member	ECE	
5	Mr.M.Rajender Reddy	Member	Civil	
6	Mr.A.Venu	Member	Mech	
7	Ms.S.Rajesh	Member	EEE	
8	Mr.H.SomaShekhar	Member	I/c Exam Cell	
9	Mr.N.RaviVardhan	Member	TPO	
10	Mr.P.Jacob	Member	A.O, Admin	

This Committee shall work as per Act from time to time

Circulation to above staff

(Dr.D.Ramesh)

Principal

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Ref.:

VCET/RTI/2022-23

Date:05-08-2022

CIRCULAR

This is to inform that RTI Stearing Committee will be held on 05-08-2022 at 11:10 AM in the Principal's chamber of Main Block, VCET. The following members are requested to attend the meeting.

S.No	Name of the member	Designation	Department
1	Dr.D.Ramesh	Chairman	Principal
2	Mr.L.Kiran Kumar Reddy	Convener & Information Officer	CSE
3	Mr.D.Rama Krishna Sharma	Member	H&BS
4	Mr.H.Raghupathi	Member	ECE
5	Mr.M.Rajender Reddy	Member	Civil
6	Mr.A.Venu	Member	Mech
7	Ms.Jhansi Rani	Member	EEE
8	Mr.H.SomaShekhar	Member	I/c Exam Cell
9	Mr.N.RaviVardhan	Member	TPO
10	Mr.P.Jacob	Member	A.O, Admin

Principal

PRINCIPAL
Visvesvaraya College of Engineering & Technology
P. Patelguda (V), Ibrahimpatnam (M)
R.R. Dist-501 510.

Copy to:

- 1)The Chairman for kind information.
- 2)The Exediuive Director for kind information.
- 3)All HODs.



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VCET/RTI/2022-23

Date:06-08-2022

Ref.:

MINUTES OF MEETING

Date:

Meeting of the college level steering committee on RTI was held on 06-08-2022 at 11:30 A.M in the Principal's Chamber of Main Block, VCET. The following attended.

S.No	Name of the member	Designation	Department	Signature
1	Dr.D.Ramesh	Chairman	Principal	
2	Mrs.T.RamyaSree	Information Officer	CSE	
3	Mr.D.Rama Krishna Sharma	Member	H&BS	
4	Mr.H.Raghupathi	Member	ECE	
5	Mr.M.Rajender Reddy	Member	Civil	
6	Mr.A.Venu	Member	Mech	
7	Ms.S.Rajesh	Member	EEE	
8	Mr.H.SomaShekhar	Member	I/c Exam Cell	
9	Mr.N.RaviVardhan	Member	TPO	
10	Mr.P.Jacob	Member	A.O, Admin	

Members of the college level steering committee on RTI discussed about the following objectives:

- The Right to Information Act-2005(22 of 2005) has been discussed in meeting
- **The Cell decided to create proper channel to obtain the information to both staff and students related to rights in organization**
- . In this regard, the committee of our college, The Department of Personnel and Training has taken an initiation to provide an RTI cell gateway to the students, parents and staff to provide required information through proper channel besides access to RTI related information disclosures published on the college website.
- All RTI training and other activities related to RTI cell have been reviewed

CHAIRMAN
(RTI cell)

Copy to:"

- 1)The Chairman for kind information.
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- 3)All HODs.

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Date:10/05/2022

Ref.:

OFFICE ORDER

Date:

Sub: VCET-Constitution of Committee for IQAC-Reg

The following Staff are here by nominated for looking for the matters IQAC for our College

SL.NO	ROLE	MEMBER	DESIGNATION
1.	CHAIR PERSON	Dr.D. RAMESH	Principal, VCET
2.	TEACHERS TO REPRESENT LEVELS	Dr. NIMMA RAI REDDY	PROFESSOR (MBA) & DEAN ACADEMICS, VCET
		Prof.D.RAMAKRISHNA SHARMA	Prof & Head / H&S, VCET
		Dr.T.RAMYA SRI	Prof & Head / CSE, VCET Director R& D Cell
		Mr.S.RAJESH	Prof & Head / EEE, VCET
		Mr.H.RAGHUPATHI	Prof & Head / ECE, VCET
		Mr.M.RAJENDER REDDY	Prof & Head / Civil, VCET Admission Cell, VCET
		Mr.A.VENU	Prof & Head / Mech, VCET Director EDC Cell
		Mr.H.SOMASHEKAR	Asst. Prof / ECE, VCET, Exam Cell
		Mr. N. RAVI VARDHAN,	Assoc. Prof & HOD (MBA), VCET
		Dr.Venkatakrishna Reddy	Prof (MBA), VCET Training & Placement Officer
		Mrs. P. SUSHAN	Assoc. Prof, H&BS, VCET Women Empowerment

3.	MEMBER FROM THE MANAGEMENT	Shri. Laxmi Narayana Garu Shri. Janarthan Reddy Garu Shri. B.Ramulu Garu Shri Sridhar Reddy	Chairman, VCET Secretary, VCET Vice Chairman, VCET Treasurer, VCET
4.	FEW SENIOR ADMINISTRATIVE OFFICERS	Mr. P. JACCOB Mr.G.Srisailam	Administrative Officer, VCET Finance Manager, VCET
5.	NOMINEE FROM LOCAL SOCIETY	Mr.P.Saikumar	Post master, Patelguda
6.	NOMINEE FROM STUDENT	Mr. Gattu Thirupathi (21BT5A214)-7386270463 Mr. Beldar Kiran (20BT1A0409)-9110717006 Mr.J.Sai Kartik (20BT1A0517)-6281606547	III Year-EEE 2020 - 2024 Batch III Year-ECE 2020- 2024 Batch III Year-CSE 2020 -2024 Batch
7.	NOMINEE FROM ALUMINI	Mr. Rajkumar Ms. Veena Reedy Ms.Kiran Kumar	EEE 2015 — 2019 Batch CSE 2015 — 2019 Batch ECE 2015 — 2019 Batch
8.	ONE NOMINEE FROM EMPLOYERS	Mr.Nagarjuna	HR/WIPRO, Hyderabad
9.	ONE NOMINEE FROM INDUSTRIES	Mr.Majumdar	M.D/ SG electronics Company, Hyderabad
10.	ONE NOMINEE FROM STAKEHOLDERS	Mr.Beldar Thukaram +91-9848665218 Mrs. Ravali Rao +91-7731083574 Mrs. Jangam Chandrakala 9949746519	Parent of Ms. B. Kiran ECE 2020 – 2024 Parent of Ms. K.Vamshi Krishna/EEE 2020 – 2024 Parent of Ms. J. Sreeja /CSE- 2020-2024
11.	ONE OF THE SENIOR TEACHERS AS THE COORDINATOR/DIRECTOR OF THE IQAC	Dr. Selvakumar Subramanian	Professor / CSE, VCET


PRINCIPAL
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Ref.:

IQAC Activities

Date:

Internal Quality Assurance Cell (IQAC) of the college gains paramount importance to ensure quality in all aspects, therefore, IQAC activities play significant role in providing quality learning experience to students, enrichment of teaching satisfaction to faculty and Staff.

IQAC Activities are:

- Collecting feedback from all stake holders
 - Staff on students' behavior (Yearly)
 - Students on
 - Course Outcomes (COs) achieved through course end survey (Once a semester)
 - Teaching Effectiveness (Twice a semester, once after three weeks of the commencement of semester and another in the penultimate week of the semester) and their impact
 - Services provided in academic section, administrative section, examination section, etc.
- Conducting Academic Audit (Yearly)
 - Departmental Assessment Committee (DAC) Minutes and Reports
 - Minutes of the meeting of Course coordinator
 - Quality of Teaching Learning Process
 - Quality of Assignments
 - Quality of Question Papers
 - Profile of External Examiners (Theory and Lab)
 - Quality of Teaching (Includes weekly reports on topics taught and impact on student performance)
 - Monitoring of Faculty by course coordinator / senior faculty (Group Head) and its Impact
 - Evaluation in Internal Examinations
 - Continuous Evaluation and its impact
 - Quality of Laboratory Manuals
 - Environmental Club
 - Sports and Games



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• Conducting Audit on Maintenance and Infrastructure facilities (Yearly)

Ref.:

Date:

- Laboratories
- Library facilities
- Sports facilities
- Transport facilities
- Canteen
- Classrooms
- Examination Section
 - Record Maintenance
 - Last Three Years Answer Books (Internal)
 - Last Three Years Question Papers (Internal and external)
 - Internal Marks Sent to Affiliating University (INTUFI)
 - University Laboratory Examination Answer Books (Last Five Years)
 - Marks award lists
 - Student Attendance
 - Uploaded fortnightly
 - Semester wise for the last three years
 - Attendance registers of the last three years
 - Campus Maintenance and Stock Verification
- Audit of
 - Self Appraisals of faculty and staff
 - Faculty Publications
 - Department News letters
 - College Technical Magazine
 - Quality of Course Files
 - Lab records submitted by students
 - Training Need Analysis of Faculty Development Programs (FDPs), audit of FDPs conducted and their impact
 - Quality of Students' Projects
 - Attendance registers maintained by faculty
 - Industry - Institute - Interaction and its impact
 - EDC activities conducted and their impact
- Center for Academic and Career Guidance (CACG)
 - CACG activities and their impact



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Ref.:

- Center for Soft Skills Development (CSSD)
 - CSSD activities and their impact
- Center for Training and Placements (CTP)
 - CTP activities and their impact
- Mentoring Performed
 - Mentor Reports and their impact
- Supplemental Skills Provided to Students
 - Student Development Programs (SDPs) in the form of workshops conducted and their impact
 - Employability Skills and their impact
 - NSS Activities and their impact on students' outlook
- Co-curricular and extra-curricular activities and their impact
 - Professional bodies (ISTE, IEEE, CSI, IETE. etc)
 - Programming Club
 - Photography club
 - Fine arts and cultural club

Date:

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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Ref.:

The Primary aim of the IQAC is to develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution. To enhance the quality improvements in the academic process and also as a pre-accreditation exercise Internal Quality Assurance Cell (IQAC) was formed in the college in academic year 2015-2016. The objective of the cell is to develop a system for conscious, consistent and catalytic improvement in the overall performance of the institution at all levels with the involvement of all stakeholders.

Date:

STRATEGIES

IQAC shall evolve mechanisms and procedures for:

- Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks
- The relevant and quality of academic and research programmers.
- Equitable access to and affordability of academic programmer for various section of society.
- Optimization and integration of modern methods of teaching and learning
- The creditability of evaluation procedures
- Ensuring the adequacy, maintenance and functioning of the support structure and services
- Research sharing and networking with other institution in India and abroad,

FUNCTIONS

Some of the functions expected of the IQAC are:

- Development and application of quality benchmarks/parameters for the various academic and administrative activities of the institutions
- Dissemination of information on the various quality parameters of higher education
- Organization of workshops. Seminars on quality related themes and promotion of of quality circles
- Documentation of the various programmers/activities leading to quality
- Acting as a nodal agency of the institution for quality-related activities
- Preparation of the Annual Quality Assurance Report (AQAR) to be submitted to NBA /



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Ref.:

Date:

Benefits

IQAC will facilitate / contribute:

- To a heightened level of clarity and focus in institutional functioning towards quality enhancement and facilitate internalization of the quality culture NAAC for Quality and Excellence in Higher Education
- To the enhancement and integration among the various activities of the institution and institutionalize many good practices
- To provide a sound basis for decision making to improve institutional functioning
- To act as a change agent in the institution
- To better internal communication.

The Role of IQAC Coordinator

The role of the coordinator of the IQAC is crucial in ensuring the effective functioning of all the members. The coordinator of the IQAC may be a senior person with expertise in quality aspects. She/he may be a full-time functionary or, to start with, she/he may be a senior academic /administrator entrusted with the IQAC as an additional responsibility. Secretarial assistance may be facilitated by the administration. It is preferable that the coordinator may have a sound knowledge about the computer, its various functions and usage for effective communication. UGC / AICTE/ University etc based on the quality parameters,

Operational Features of the IQAC:

- Quality assurance is a by-product of ongoing efforts to define the objectives of an institution, to have a work plan to achieve them and to specify the checks and balances to evaluate the degree to which each of the tasks is fulfilled. Hence devotion and commitment to improvement rather than mere institutional control is the basis for devising procedures and instruments for assuring quality. The right balance between the health and growth of an institution needs to be struck. The IQAC has to ensure that whatever is done in the institution for "education" is done efficiently and effectively with high standards. In order to do this, the IQAC will have to first establish procedures and modalities to collect data and information on various aspects of institutional functioning.



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Date:

- The coordinators of the IQAC and the secretary have a major role in implementing these functions. The IQAC may derive major support from the already existing units and mechanisms that contribute to the functions listed above. The operational features and functions discussed so far are broad based to facilitate institutions towards academic excellence and institutions may adapt them to their specific needs.

The Annual Quality Assurance Report (AQAR) of the IQAC

All the accredited institutions which have established the IQAC will submit a self-reviewed progress report annually to the NAAC, detailing the tangible results achieved in key areas which are specifically identified by the IQAC in the beginning of the academic year by devising a perspective plan. The AQAR is the outcome of the perspective plan of the IQAC.

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Ref.:

Date:

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Ref.: VCET / IQAC Meeting / 2022-23 / 01

15/07/2022

CIRCULAR

This is to inform to all the IQAC committee members that a meeting will be held on 21 July 2022 at 2:00 PM in the conference room.

All the members of IQAC are requested to attend the meeting without fail.

AGENDA

- Welcome address
- NAAC criteria in-charges
- IQAC proposals
- Academic Plan
- Include Projects in lab-based Courses
- Regarding quality real time project with publication.
- Discussion regarding Technical festival.
- Vote of thanks

IQAC Coordinator

Copy to all committee members

PRINCIPAL

Visvesvaraya College of Engineering & Technology
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Ref.:

Date:

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Date: 21/ 07/2022

Minutes of the Meeting

A meeting was held on 21 July 2022 in conference room at 2:00pm and following are the resolutions were made:

The IQAC Co-ordinator welcomed the gathering and briefed the meeting agenda. The following points were deliberated in the meeting.

- Regarding quality real time project with publication
- Discussion regarding Technical festival.
- Skill development sessions to be conducted for all the Departments
- Discussion was made regarding quality real time project with publication.
- Discussion was made regarding Technical fest which is to be conducted tentatively in March
- Include Projects in lab-based Courses of all department
- For all the department for various schemes:
- NAAC Criteria wise in-charges have been fixed.
- IQAC Coordinator asked to submit Department wise criteria in-charges and Point of Contact (POC) list to IQAC.
- All the overall criteria in-charges were asked to conduct regular meetings with department wise criteria in-charges for the collection of data.
- POC S of all departments have to submit the bimonthly review form to IQAC.
- Based on the IQAC Annual Report presentation held on 21.07.2019. The following proposals have been submitted and discussed regarding;
 - Incubation center in the Campus
 - Industries /Companies in the Campus
 - Innovative Projects lab
 - Faculty Performance Appraisal System (FPADS)
 - Student Satisfaction Survey Analysis (SSS)
- The plan of action for the academic year 2019-20 was discussed.
- All the faculty members were asked to submit their online GCR link to their Head of the department.
- All the heads of the departments are asked to ensure the effectiveness of the online classes and university re- examinations



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Ref.:

Date:

The following members were present:

SL.NO	ROLE	MEMBER	DESIGNATION
12.	CHAIR PERSON	Dr.D. RAMESH	Principal, VCET
13.	TEACHERS TO REPRESENT LEVELS	Dr. NIMMA RAI REDDY	PROFESSOR (MBA) & DEAN ACADEMICS, VCET
		Prof.D.RAMAKRISHNA SHARMA	Prof & Head / H&S, VCET
		Dr.T.RAMYA SRI	Prof & Head / CSE, VCET Director R& D Cell
		Mr.S.RAJESH	Prof & Head / EEE, VCET
		Mr.H.RAGHUPATHI	Prof & Head / ECE, VCET
		Mr.M.RAJENDER REDDY	Prof & Head / Civil, VCET Admission Cell, VCET
		Mr.A.VENU	Prof & Head / Mech, VCET Director EDC Cell
		Mr.H.SOMASHEKAR	Asst. Prof / ECE, VCET, Exam Cell
		Mr. N. RAVI VARDHAN,	Assoc. Prof & HOD (MBA), VCET
		Dr.Venkatakrishna Reddy	Prof (MBA), VCET Training & Placement Officer
			Assoc. Prof, H&BS, VCET Women Empowerment

		Mrs. P. SUSHAN	
14.	MEMBER FROM THE MANAGEMENT	Shri. Laxmi Narayana Garu Shri. Janarthan Reddy Garu Shri. B.Ramulu Garu Shri Sridhar Reddy	Chairman, VCET Secretary, VCET Vice Chairman, VCET Treasurer, VCET
15.	FEW SENIOR ADMINISTRATIVE OFFICERS	Mr. P. JACCOB Mr.G.Srisailam	Administrative Officer, VCET Finance Manager, VCET
16.	NOMINEE FROM LOCAL SOCIETY	Mr.R.Nimmala	Post master, Patलगुदा
17.	NOMINEE FROM STUDENT	Mr. Gattu Thirupathi (21BT5A214)-7386270463 Mr. Beldar Kiran (20BT1A0409)-9110717006 Mr.J.Sai Kumar (20BT1A0512)-6281606547	III Year-EEE 2020 - 2024 Batch III Year-ECE 2020- 2024 Batch III Year-CSE 2018 -2022 Batch
18.	NOMINEE FROM ALUMINI	Mr. Rajkumar Ms. Veena Reedy Ms.Kiran Kumar	EEE 2015 — 2019 Batch CSE 2015 — 2019 Batch ECE 2015 — 2019 Batch
19.	ONE NOMINEE FROM EMPLOYERS	Mr.Nagarjuna	HR/WIPRO, Hyderabad
20.	ONE NOMINEE FROM INDUSTRIES	Mr.Majumdar	M.D/ SG electronics Company, Hyderabad
21.	ONE NOMINEE FROM STAKEHOLDERS	Mr.Beldar Thukaram +91-9848665218 Mrs. Ravali Rao +91-7731083574	Parent of Ms. B. Kiran ECE 2020 – 2024 Parent of Ms. K.Vamshi Krishna/EEE 2020 – 2024
22.	ONE OF THE SENIOR TEACHERS AS THE COORDINATOR/DIRECTOR OF THE IQAC	Dr. Selvakumar Subramanian	Professor / CSE, VCET

INTERNAL QUALITY ASSURANCE CELL

Action Taken Report for the Meeting Conducted on 16-12-2021

S. No	Plan of Action	Achievement
1	Setting up LCD Projector and Screen in every classroom	All class rooms were setup with LCD Projector and Screen.
2	Include Projects in lab-based Courses of all department	Lab based projects was implemented as added experiment


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