



SRINIVASA EDUCATIONAL SOCIETY'S  
**PACE INSTITUTE OF TECHNOLOGY & SCIENCES**  
**(AUTONOMOUS)**

Approved by AICTE, Accredited by NBA & NAAC(A Grade), Recognized under 2(f) & 12(B) of UGC  
Permanently Affiliated to JNTUK, Kakinada. A.P., An ISO 9001:2008 Certified Institution  
NH-16, Near Valluramma Temple, ONGOLE - 523 272, A.P., INDIA, Ph.: 08592 278315, 9581456310 | www.pace.ac.in

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**CIRCULAR**

Ref. No.: PACE/IQAC/2019-20/Cir./04

Date: 11-04-2020

It is hereby informed that, the meeting of Internal Quality Assurance Cell (IQAC) is plan to conduct on Tuesday, 15<sup>th</sup> April, 2020 in Principal chamber at 11:00 A.M. All the IQAC members are invited to attend this meeting. The agenda of the meeting is

1. Approval of the agenda items
2. Confirmation of the minutes of the previous IQAC meeting.
3. Action plan to complete the remain syllabus & conduct internal examination online.
4. Action plan to engage the faculty and students effectively during the lockdown period through online courses.
5. Any Other Item with the Permission of the Chairperson.

Please go through it and all concerned are requested to attend the meeting with proper information in this regard.

  
**Director**

  
**Chairperson**

**Copy to:** Secretary & Correspondent for information  
All the IQAC members  
Office file



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## **INTERNAL QUALITY ASSURANCE CELL (IQAC)**

15-04-2020

### **Minutes of Meeting**

A meeting of all the members of IQAC was held in principal chamber on 15-04-2020 at 11:00 A.M. under the chairmanship of Dr. M. Sreenivasan, principal of PACE Institute of Technology & Sciences, Ongole, A.P.

#### **Agenda of the Meeting:**

1. Approval of the agenda items
2. Confirmation of the minutes of the previous IQAC meeting.
3. Action plan to complete the remain syllabus & conduct internal examination online.
4. Action plan to engage the faculty and students effectively during the lockdown period through online courses.
5. Any Other Item with the Permission of the Chairperson.

The Chairperson, Dr M. Sreenivasan welcomed the members to the IQAC meeting of the institute for the academic year 2019-2020.

The Director, Dr G V K Murthy also welcomed the members to the IQAC meeting.

#### **1. Approval of the agenda items**

Accepted

#### **2. Confirmation of the minutes of the previous IQAC meeting**

It was resolved that minutes of previous IQAC meeting are confirmed.

#### **3. Action plan to complete the remain syllabus & conduct internal examination online**

Dr M. Sreenivasan requested all HoD's to present the syllabus coverage in the ongoing semester of 2019-2020 Academic Year. Responding this, all HoD's have informed their syllabus coverage. The essence of it is about 90-95% of the syllabus for II/III/IV B.Tech/M.Tech/MBA was covered in the regular mode by the time of Covid-19 lockdown. While 65-75% of syllabus was covered for I B.Tech/M.Tech/MBA. Since, the class work commenced little later in the A.Y.





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## **INTERNAL QUALITY ASSURANCE CELL (IQAC)**

Therefore Dr M. Sreenivasan directed to complete the rest of syllabus and conduct revision classes to the students through online mode like Google meet, Zoom, Go to meeting etc.

Second mid examination for II/III/IV B.Tech/M.Tech/MBA are pending. Dr M. Sreenivasan directed to conduct online examination through MOODLE platform.

### **4. Action plan to engage the faculty and students effectively during the lockdown period through online courses.**

Dr M. Sreenivasan directed to all HoD's to utilize the lockdown situation effectively by to attend the online courses for advancement of knowledge to enhance the emerging technologies.

### **5. Meeting concluded with thank you note.**

### **Finally, it is resolved to**

- Complete the syllabus and conduct the revision classes to the students through online mode.
- Complete the all internal pending examinations for II/III/IV B.Tech/M.Tech/MBA through MOODLE platform.
- Utilize the lockdown period to attend the online courses for advancement of knowledge to enhance the emerging technologies.



SRINIVASA EDUCATIONAL SOCIETY'S

**PACE INSTITUTE OF TECHNOLOGY & SCIENCES: ONGOLE**  
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**Internal Quality Assurance Cell (IQAC)**  
**Academic Year 2019 - 2020**

**Members Attended:**

S.No	Name of Member	Designation	Nature	Signature
1	Sri M Sridhar	Secretary & Correspondent	member	
2	Dr. Mohan Sreenivasan	Principal	Chairperson	
3	Dr G V K Murthy	Dean-Student Affairs, HOD- EEE	Director	
4	Dr Ramakrishna	Director-Planing & Development	Member	
5	Dr T.R.Chaitanya	Dean-R&D	Member	
6	Dr M. Sri Nagesh	HOD- ECE	Member	
7	Dr S Rajanand	Dean-Academics, HOD-CSE	Member	
8	Dr A.Seshagiri Rao	HOD-IT	Member	
9	Dr Anand Kumar	MBA	Member	
10	Dr Raghunath	MBA	Member	
11	Dr. Purnachandra Rao	H&S	Member	
12	Sri G.E.babu	CE-Exam section	Member	
13	Sri M Janakiram	Dean- EDC	Member	
14	Sri R Ajay kumar	HOD-ME	Member	
15	Dr A Das	ME	Member	
16	Sri G Ganesh Naidu	HOD-CIVIL	Member	
17	Sri Sudheer Chakravarthy	HOD-AME	Member	
18	Mrs. T Mary Jones	HOD- MBA	Member	
19	Sri M. V.Ramana Babu	Administration	Member	
20	Ms Mamatha	Student-CSE	Member	
21	Mrs.M.Sreelekha	Alumni	Member	
22	Sri B.Radha Krishna Murthy	Industry	Member	
23	Sri B.Srinivasa Rao	Stake Holder	Member	
24	Dr.Sk.Shakir	External	Member	
25	Mrs Roopa Akkesh K	Placement Officer	Member	

Director - IQAC