



SRINIVASA EDUCATIONAL SOCIETY'S

PACE INSTITUTE OF TECHNOLOGY & SCIENCES

(Approved by AICTE, NEW DELHI & Govt. of Andhra Pradesh, Affiliated to JNTUK, Kakinada)

ACCREDITED BY NAAC WITH 'A' GRADE, (An ISO 9001 : 2008 Certified Institution)

NH-5, Near Valluramma Temple, ONGOLE - 523 272, Contact No.: 08592 - 201167, www.pace.ac.in

INTERNAL QUALITY ASSURANCE CELL

Minutes of Meeting

Date :15-12-2016


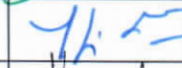
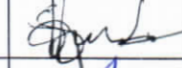
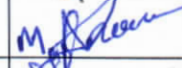

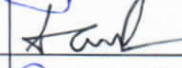



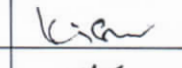
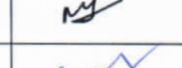

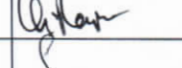

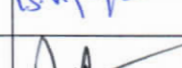
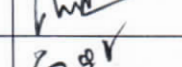
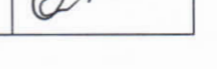
Agenda of the meeting:

As per the request of Chair person, the Coordinator –IQAC placed the agenda for discussion.

The points discussed are

1. To verify course files
2. To monitor the class work
3. Plan for Srujana-2k17
4. Analyze feedback results
5. Plan for technical symposiums, ppt's, seminars, workshops....
6. Encourage students to participate in other college events.

Members attended:

S.No	Name Of The Person	Designation	Department	Signature
1	Dr.C.V.Subba Rao	Chairperson	Principal	
2	Er. M Sreedhar	Secretary	Management	
3	Dr.Y.Sesha Rao	Member	HOD- ME	
4	Dr. M. Appa Rao	Member	HOD- ECE	
5	Prof.P.Ramesh Babu	Member	Coordinator&Head-EEE	
6	Dr.P.Anil Kumar	Member	Head-CSE	
7	Mr.G.Ganesh Naidu	Member	Head-CIVIL	
8	Mr.K.V.Narasaiah	Member	Head-AME	
9	Dr.A.Seshagiri Rao	Member	Head-IT	
10	Dr. Ch. Kishore Reddy	Member	Head-H&S	
11	Mrs. T Mary Jones	Member	Head- MBA	
12	Mr.Ch.Vijay Kumar	Member	MBA	
13	Mr.M.Rajesh Kumar	Member	CE	
14	Mr.J. Siva Naga Raju	Member	ME	
15	Mr.B Vijay Chandra	Member	EEE	
16	Mr.Ch Janardhan	Member	ECE	
17	Mr.G.Srinivasa Rao	Member	CSE	

MINUTES OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC)

MEETING NO. IQAC/02/2016

17th September 2016

A meeting of all the members of IQAC was held in Principal chamber on 17.09.2016 at 4.00 P.M. under the Chairmanship of Dr. C V Subba Rao, Principal of PACE Institute of Technology & Sciences, Ongole, Andhra Pradesh.

Following members attended the meeting:

S. No	Composition	Designation	Department
1	Dr. C. V. Subba Rao	Chairperson	Principal
2.	Dr. M. Sri Nagesh	Member	Director- R & D
3.	Dr. V. Venkateswara Rao	Member	Director- EDC
4.	Mr. R Veeranjanyulu	Member	IT, Director- Admission, Chief Warden- Hostel
5.	Mr. K. Rameshbabu	Member	EEE, Coordinator- NAAC
6	Dr. P Ramesh	Member	Head-EEE, Coordinator -IQAC
7	Mr.G Ganesh Naidu	Member	Head- CE
8	Dr. Y Sessa Rao	Member	Head- ME
9	Mr. M Appa Rao	Member	Head- ECE
10	Mr. P Anil Kumar	Member	Head- CSE
11	Mr. A Seshagiri Rao	Member	Head- IT
12	Mr. K V Narasaiah	Member	Head- AME
13	Mr. Ch Srinivas Rao	Member	Head- MBA
14	Mr. D Srinivasa Rao	Member	CE
15	Mr. M V Ramana	Member	ME
16	Mr. B Siva Prasad	Member	ECE
17	Mr. M Srinivasa Rao	Member	CSE
18	Mr. S Phani Kumar	Member	IT
19	Mr. V Siva Prasad	Member	AME
20	Mr. T Mary Jones	Member	MBA

21	Mrs. K Roopa Akkesh	Member	Head - Placements and Corporate Relations
22	Dr. A Srikanth	Member	Head - Department of Training
23	Mrs. T. Sravanthi	Member	Coordinator - Career Guidance Cell
24	Mrs. B Mahalakshmi	Member	Library
25	Mr. I Madhusudhan Rao	Member	PD
26	Mr. M. Sridhar	Member	Management
27	Mr. M Rajesh Kumar	Member	Alumni
28	Mr. K Sivarama Brahmam	Member	Industrialist

Following members could not attend the meeting:

S. No	Composition	Designation	Department
28	Mr. K Sivarama Brahmam	Member	Industrialist

Agenda of the Meeting:

As per the request of Chairperson, the Coordinator- IQAC placed the agenda items for discussion. After through discussion the following resolutions were made.

ITEM No. I: Confirm the minutes of last IQAC meeting held on **10.06.2016**.

Actions taken on the minutes of previous meeting were discussed in detail.

Item No. 2 preparation of common timetable

It has been decided to setup a common timetable for using the two existing labs by all the departments depending on their syllabus requirements. This timetable should be prepared by a committee consisting of the Heads of the departments.

Item No. 3: Submission of model question papers

Faculty has to prepare and distribute the model question papers to the students as well as one copy to the department.

Item No. 4 Innovations in teaching and research

Chairperson of this committee Dr. C V Subba Rao informed that to bring quality in innovation and research the stake holders need to be sensitized on various issues like

- Ethics in research.
- Intellectual property right and its implications.
- Creation of incubation centers to bring synergy between academicians and industry.
- Preparing proposals for research projects from funding agencies etc.

Item No. 5

Coordinator (IQAC) is proposed to make a separate department for IQAC with necessary furniture for the IQAC including table, chairs, notice board, and computer table.

The meeting ended with a vote of thanks to the Chair and members of IQAC.

Sd/-



Coordinator- IQAC

Sd/-

Chairperson, IQAC

Signature of the present members :

S. No	Composition	Designation	Department	Signature
1	Dr. C. V. Subba Rao	Chairperson	Principal	
2.	Dr. M. Sri Nagesh	Member	Director- R & D	
3.	Dr. V. Venkateswara Rao	Member	Director- EDC	
4.	Mr. R Veeranjanyulu	Member	IT, Director- Admission, Chief Warden- Hostel	
5.	Mr. K. Rameshbabu	Member	EEE, Coordinator- NAAC	
6	Dr. P Ramesh	Member	Head-EEE, Coordinator - IQAC	
7	Mr.G Ganesh Naidu	Member	Head- CE	
8	Dr. Y Sesha Rao	Member	Head- ME	
9	Mr. M Appa Rao	Member	Head- ECE	
10	Mr. P Anil Kumar	Member	Head- CSE	
11	Mr. A Seshagiri Rao	Member	Head- IT	
12	Mr. K V Narasaiah	Member	Head- AME	
13	Mr. Ch Srinivas Rao	Member	Head- MBA	
14	Mr. D Srinivasa Rao	Member	CE	

15	Mr. M V Ramana	Member	ME	
16	Mr. B Siva Prasad	Member	ECE	B.S. prasad
17	Mr. M Srinivasa Rao	Member	CSE	A
18	Mr. S Phani Kumar	Member	IT	Phani
19	Mr. V Siva Prasad	Member	AME	A
20	Mr. T Mary Jones	Member	MBA	
21	Mrs. K Roopa Akkesh	Member	Head - Placements and Corporate Relations	Roopa-k
22	Dr. A Srikanth	Member	Head - Department of Training	A. Srikanth
23	Mrs. T. Sravanthi	Member	Coordinator - Career Guidance Cell	T. Sravanthi
24	Mrs. B Mahalakshmi	Member	Library	B. Mahalakshmi
25	Mr. I Madhusudhan Rao	Member	PD	I. Madhusudhan Rao
26	Mr. M. Sridhar	Member	Management	M. Sridhar
27	Mr. M Rajesh Kumar	Member	Alumni	Rajesh.M
28	Mr. K Sivarama Brahmam	Member	Industrialist	



SRINIVASA EDUCATIONAL SOCIETY'S

PACE INSTITUTE OF TECHNOLOGY & SCIENCES

(Approved by AICTE, NEW DELHI & Govt. of Andhra Pradesh, Affiliated to JNTUK, Kakinada)

ACCREDITED BY NAAC WITH 'A' GRADE, (An ISO 9001 : 2008 Certified Institution)

NH-6, Near Valluramma Temple, ONGOLE - 523 272, Contact No.: 08892 - 201167, www.pace.ac.in

INTERNAL QUALITY ASSURANCE CELL

Minutes of Meeting

Date :24-7-2016








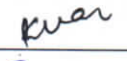

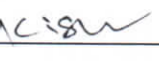


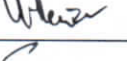


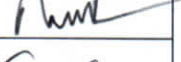

Agenda of the meeting:

As per the request of Chair person, the Coordinator –IQAC placed the agenda for discussion.

The points discussed are

1. To verify course files
2. To monitor the class work
3. Analyze feedback results
4. Encourage students to participate in research activity.
5. Encourage students towards extracurricular activities

Members attended:

S.No	Name Of The Person	Designation	Department	Signature
1	Dr.C.V.Subba Rao	Chairperson	Principal	
2	Er. M Sreedhar	Secretary	Management	
3	Dr.Y.Sesha Rao	Member	HOD- ME	
4	Dr. M. Appa Rao	Member	HOD- ECE	
5	Prof.P.Ramesh Babu	Member	Coordinator&Head-EEE	
6	Dr.P.Anil Kumar	Member	Head-CSE	
7	Mr.G.Ganesh Naidu	Member	Head-CIVIL	
8	Mr.K.V.Narasaiah	Member	Head-AME	
9	Dr.A.Seshagiri Rao	Member	Head-IT	
10	Dr. Ch. Kishore Reddy	Member	Head-H&S	
11	Mrs. T Mary Jones	Member	Head- MBA	
12	Mr.Ch.Vijay Kumar	Member	MBA	
13	Mr.M.Rajesh Kumar	Member	CE	
14	Mr.J. Siva Naga Raju	Member	ME	
15	Mr.B Vijay Chandra	Member	EEE	
16	Mr.Ch Janardhan	Member	ECE	
17	Mr.G.Srinivasa Rao	Member	CSE	

PROCEEDINGS OF THE MEETING OF THE IQAC HELD ON 10.06.2016 AT 4.00 P.M. IN PRINCIPAL CHAMBER

MEETING NO. IQAC/01/2016

10th June 2016

A Meeting of the Committee Constituted for Internal Quality Assurance Cell was held in Principal chamber on **10.06.2016** at 4.00 P.M. under the Chairmanship of Dr. C V Subba Rao, Principal of PACE Institute of Technology & Sciences, Ongole, Andhra Pradesh

Members Present:

S. No	Composition	Designation	Department
1	Dr. C. V. Subba Rao	Chairperson	Principal
2.	Dr. M. Sri Nagesh	Member	Director- R & D
3.	Dr. V. Venkateswara Rao	Member	Director- EDC
4.	Mr. R Veeranjanyulu	Member	IT, Director- Admission, Chief Warden- Hostel
5.	Mr. K. Rameshbabu	Member	EEE, Coordinator- NAAC
6	Dr. P Ramesh	Member	Head-EEE, Coordinator -IQAC
7	Mr.G Ganesh Naidu	Member	Head- CE
8	Dr. Y Sesha Rao	Member	Head- ME
9	Mr. M Appa Rao	Member	Head- ECE
10	Mr. P Anil Kumar	Member	Head- CSE
11	Mr. A Seshagiri Rao	Member	Head- IT
12	Mr. K V Narasaiah	Member	Head- AME
13	Mr. Ch Srinivas Rao	Member	Head- MBA
14	Mr. D Srinivasa Rao	Member	CE
15	Mr. M V Ramana	Member	ME
16	Mr. B Siva Prasad	Member	ECE
17	Mr. M Srinivasa Rao	Member	CSE
18	Mr. S Phani Kumar	Member	IT

19	Mr. V Siva Prasad	Member	AME
20	Mr. T Mary Jones	Member	MBA
21	Mrs. K Roopa Akkesh	Member	Head - Placements and Corporate Relations
22	Dr. A Srikanth	Member	Head - Department of Training
23	Mrs. T. Sravanthi	Member	Coordinator - Career Guidance Cell
24	Mrs. B Mahalakshmi	Member	Library
25	Mr. I Madhusudhan Rao	Member	PD
26	Mr. M. Sridhar	Member	Management
27	Mr. M Rajesh Kumar	Member	Alumni
28	Mr. K Sivarama Brahmam	Member	Industrialist

At the outset Dr. P Ramesh, Coordinator (IQAC) welcomed Dr. C V Subba Rao, Principal of PACE and Chairmen (IQAC), and Hon'ble members of the Internal Quality Assurance Cell (IQAC) to the first meeting of the IQAC for the year 2016. Mr. M Sridhar, member-management has welcomed the members of IQAC and an encouraged member to support strengthens the IQAC.

Thereafter, the agenda items were taken up for discussions with the permission of the Chair.

Agenda of the Meeting:

ITEM No. I: Introduction of IQAC Coordinator and members by Chairman.

ITEM No.2: Letter from NAAC regarding AQAR (Annual Quality Assessment Report)

A letter received from NAAC in connection with the acknowledgement of Annual Quality Assurance Report (AQAR) for the year 2016-2017 was read out and congratulating the efforts of Institute members in the direction of Quality Assurance and exhorting the institute to continue with these initiatives. The members commended the work done by IQAC members for the preparation of AQAR on the basis of inputs received from the Departments and IQAC working groups.

ITEM No.3: Apprising IQAC about faculty evaluation feedback forms & PBAS form for approval

Coordinator (IQAC) has informed about faculty new feedback system and PBAS is under preparations

ITEM No.4 Training of non-teaching Staff regarding office procedures and maintenance of Records

Coordinator (IQAC) is proposed to conduct training on the procedures and policies of Institute and maintenance of records for office staff.

At the end, chairman emphasized that only through fast implementation of the decisions taken by IQAC quality assurance can be brought as living culture of PACE

The meeting ended with a vote of thanks to the Chair and members of IQAC.


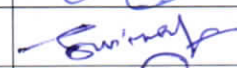


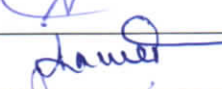

Sd/-


Coordinator- IQAC

Sd/-


Chairperson, IQAC

Signature of the present members :

S. No	Composition	Designation	Department	Signature
1	Dr. C. V. Subba Rao	Chairperson	Principal	
2.	Dr. M. Sri Nagesh	Member	Director- R & D	
3.	Dr. V. Venkateswara Rao	Member	Director- EDC	
4.	Mr. R Veeranjanyulu	Member	IT, Director- Admission, Chief Warden- Hostel	
5.	Mr. K. Rameshbabu	Member	EEE, Coordinator- NAAC	
6	Dr. P Ramesh	Member	Head-EEE, Coordinator - IQAC	

7	Mr.G Ganesh Naidu	Member	Head- CE	<i>Ganesh Naidu</i>
8	Dr. Y Sessa Rao	Member	Head- ME	<i>Y Sessa Rao</i>
9	Mr. M Appa Rao	Member	Head- ECE	<i>M. Appa Rao</i>
10	Mr. P Anil Kumar	Member	Head- CSE	<i>for Anil Kumar</i>
11	Mr. A Seshagiri Rao	Member	Head- IT	<i>A Seshagiri Rao</i>
12	Mr. K V Narasaiah	Member	Head- AME	<i>K V Narasaiah</i>
13	Mr. Ch Srinivas Rao	Member	Head- MBA	<i>Ch Srinivas Rao</i>
14	Mr. D Srinivasa Rao	Member	CE	<i>D Srinivasa Rao</i>
15	Mr. M V Ramana	Member	ME	<i>M V Ramana</i>
16	Mr. B Siva Prasad	Member	ECE	<i>B.S. pr</i>
17	Mr. M Srinivasa Rao	Member	CSE	<i>A</i>
18	Mr. S Phani Kumar	Member	IT	<i>Phani Kumar</i>
19	Mr. V Siva Prasad	Member	AME	<i>A</i>
20	Mr. T Mary Jones	Member	MBA	<i>T Mary Jones</i>
21	Mrs. K Roopa Akkesh	Member	Head - Placements and Corporate Relations	<i>Roopa-b</i>
22	Dr. A Srikanth	Member	Head - Department of Training	<i>A Srikanth</i>
23	Mrs. T. Sravanthi	Member	Coordinator - Career Guidance Cell	<i>T. Sravanthi</i>
24	Mrs. B Mahalakshmi	Member	Library	<i>B Mahalakshmi</i>
25	Mr. I Madhusudhan Rao	Member	PD	<i>Madhusudhan Rao</i>
26	Mr. M. Sridhar	Member	Management	<i>M. Sridhar</i>
27	Mr. M Rajesh Kumar	Member	Alumni	<i>Rajesh Kumar</i>
28	Mr. K Sivarama Brahmam	Member	Industrialist	



SRINIVASA EDUCATIONAL SOCIETY'S

PACE INSTITUTE OF TECHNOLOGY & SCIENCES

(Approved by AICTE, NEW DELHI & Govt. of Andhra Pradesh, Affiliated to JNTUK, Kakinada)

ACCREDITED BY NAAC WITH 'A' GRADE, (An ISO 9001 : 2008 Certified Institution)

NH-5, Near Valluramma Temple, ONOOLE - 523 272, Contact No.: 08692 - 201167, www.pace.ac.in

INTERNAL QUALITY ASSURANCE CELL

Minutes of Meeting

Date :14-3-2016







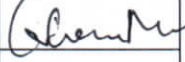
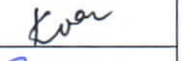




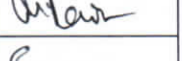
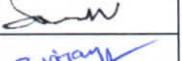
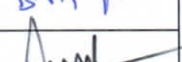
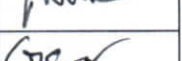

Agenda of the meeting:

As per the request of Chair person, the Coordinator –IQAC placed the agenda for discussion.

The points discussed are

1. To verify course files
2. To monitor the class work
3. Analyze feedback results
4. Encourage students to participate in other college events.
5. Encourage faculty towards Research

Members attended:

S.No	Name Of The Person	Designation	Department	Signature
1	Dr.C.V.Subba Rao	Chairperson	Principal	
2	Er. M Sreedhar	Secretary	Management	
3	Dr.Y.Sesha Rao	Member	HOD- ME	
4	Dr. M. Appa Rao	Member	HOD- ECE	
5	Prof.P.Ramesh Babu	Member	Coordinator&Head-EEE	
6	Dr.P.Anil Kumar	Member	Head-CSE	
7	Mr.G.Ganesh Naidu	Member	Head-CIVIL	
8	Mr.K.V.Narasaiah	Member	Head-AME	
9	Dr.A.Seshagiri Rao	Member	Head-IT	
10	Dr. Ch. Kishore Reddy	Member	Head-H&S	
11	Mrs. T Mary Jones	Member	Head- MBA	
12	Mr.Ch.Vijay Kumar	Member	MBA	
13	Mr.M.Rajesh Kumar	Member	CE	
14	Mr.J. Siva Naga Raju	Member	ME	
15	Mr.B Vijay Chandra	Member	EEE	
16	Mr.Ch Janardhan	Member	ECE	
17	Mr.G.Srinivasa Rao	Member	CSE	



SRINIVASA EDUCATIONAL SOCIETY'S

PACE INSTITUTE OF TECHNOLOGY & SCIENCES

(Approved by AICTE, NEW DELHI & Govt. of Andhra Pradesh. Affiliated to JNTUK, Kakinada)

ACCREDITED BY NAAC WITH 'A' GRADE, (An ISO 9001 : 2008 Certified Institution)

NH-5, Near Valluramma Temple, ONGOLE - 523 272, Contact No.: 08692 - 201167, www.pace.se.in

INTERNAL QUALITY ASSURANCE CELL

Minutes of Meeting

Date :8-1-2016

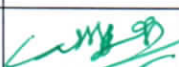
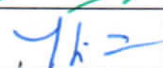







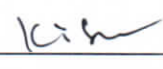


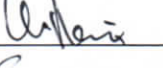
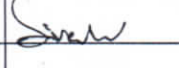
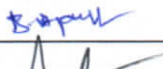

Agenda of the meeting:

As per the request of Chair person, the Coordinator –IQAC placed the agenda for discussion.

The points discussed are

1. To verify course files
2. To monitor the class work
3. Plan for Srujana-2k17
4. Analyze feedback results
5. Plan for technical symposiums, ppt's, seminars, workshops....
6. Encourage students to participate in other college events.
7. Encourage faculty towards Research

Members attended:

S.No	Name Of The Person	Designation	Department	Signature
1	Dr.C.V.Subba Rao	Chairperson	Principal	
2	Er. M Sreedhar	Secretary	Management	
3	Dr.Y.Sesha Rao	Member	HOD- ME	
4	Dr. M. Appa Rao	Member	HOD- ECE	
5	Prof.P.Ramesh Babu	Member	Coordinator&Head-EEE	
6	Dr.P.Anil Kumar	Member	Head-CSE	
7	Mr.G.Ganesh Naidu	Member	Head-CIVIL	
8	Mr.K.V.Narasaiah	Member	Head-AME	
9	Dr.A.Seshagiri Rao	Member	Head-IT	
10	Dr. Ch. Kishore Reddy	Member	Head-H&S	
11	Mrs. T Mary Jones	Member	Head- MBA	
12	Mr.Ch.Vijay Kumar	Member	MBA	
13	Mr.M.Rajesh Kumar	Member	CE	
14	Mr.J. Siva Naga Raju	Member	ME	
15	Mr.B Vijay Chandra	Member	EEE	
16	Mr.Ch Janardhan	Member	ECE	
17	Mr.G.Srinivasa Rao	Member	CSE	