



Date: 13/12/2021

From
Dr. A. Vinod,
Associate Professor & HoD, EEE.

CIRCULAR

All members of the Program Assessment and Quality Improvement Committee (PAQIC) of the department are requested to attend a meeting on December 14, 2021, at 2:00 PM in the Department Board Room to discuss the following agenda.

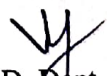
Agenda:

- Review of MID-I Examination Marks for II-B. Tech Students and Slow Learners
- Review of Result Analysis for B. Tech II/II
- Evaluation of Placement Outcomes
- Discuss on laboratory facilities and laboratory resources
- Any other item, with the permission of the chair.

PAQIC Members of the Department:

S. No	Staff Name & Designation	Status in PAQIC
1	Dr. A. Vinod, Associate Professor, HOD & EEE	Chairman
2	Mrs. N. Bhargavi, Assistant Professor, EEE	Coordinator
3	Dr. R. Isaac, Professor, EEE	Member
4	Mrs. A. Kalpana, Assistant Professor, EEE	Member
5	Mr. B. Mohan Naik, Assistant Professor, EEE	Member

Copy To: Principal/Director/All PAQIC Members


HoD, Dept. of EEE
HOD-EEE
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INSTITUTE OF TECHNOLOGY AND MANAGEMENT
DUNDIGAL, QUTHBULLAPUR, HYD-43. TELANGANA



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Date: 15/12/2021.

**MINUTES OF PROGRAM ASSESSMENT AND QUALITY
IMPROVEMENT COMMITTEE (PAQIC) MEETING**

Venue: Department Board Room

Date: 14/12/2021

Time: 2:00 PM

Agenda:

- Review of MID-I Examination Marks for II-B. Tech Students and Slow Learners
- Review of Result Analysis for B. Tech II/II
- Evaluation of Placement Outcomes
- Discuss on laboratory facilities and laboratory resources
- Any other item, with the permission of the chair.

The Chairman of the Committee and the Head of the Department invited the members to the PAQIC meeting. The meeting commenced at 2:00 PM, and the agenda was discussed in detail.

- ❖ The Committee members reviewed the Internal Assessment-I marks for B. Tech II/I students, verified the classification of slow learners, and recommended appropriate activities to help them improve.
- ❖ The committee members reviewed the result analysis of B. Tech II/II and recommended conducting remedial classes for students who failed.
- ❖ The committee members reviewed the placement statistics and analyzed the gap between academic learning and industry expectations.
- ❖ The committee evaluated the laboratory facilities and resources based on computing infrastructure and hardware availability, software and tools accessibility, alignment with the curriculum, internet speed and connectivity, laboratory safety, faculty and technical support, budget allocation and resource optimization, and continuous monitoring.



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- ❖ The committee members concluded that a meeting should be scheduled if necessary to discuss any priority assessments.

The PAQIC meeting concluded with a vote of thanks from the chair at 4:00 PM.

S. No	Staff Name & Designation	Status in DAB	Signature
1	Dr. A. Vinod, Associate Professor, HOD & EEE	Chairman	
2	Mr. N. Bhargavi, Assistant Professor, EEE	Coordinator	
3	Dr. R. Isaac, Professor, EEE	Member	
4	Mrs. A. Kalpana, Assistant Professor, EEE	Member	
5	Mr. B. Mohan Naik, Assistant Professor, EEE	Member	

(Dr. A. Vinod)

Chair of PAQIC, Associate Professor & HoD of EEE

HOD-EEE
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