



DEPARTMENT OF MECHANICAL ENGINEERING

Date: 6/09/2024.

CIRCULAR

All members of the Program Assessment and Quality Improvement Committee (PAQIC) of the department are requested to attend a meeting on 10/09/2024, at 11:00 am in the department board room to discuss the following agenda.

Agenda:

1. Discussion on 2020-21 admitted batch PO/PSO Attainment and action taken
2. Verification of course files, adherence to academic calendars,
3. Verification of lab manuals
4. IOMP Project status/Internships
5. Any Other Item with the Permission of the Chair

PAQIC Members of the Department:

S.No	Staff Name & Designation	Status in PAQIC
1	Dr. U. Sudhakar, Professor & HOD, MECH	Chairman
2	Dr. S.P. Jani, Associate Professor, MECH	Coordinator
3	Dr. K.Venkateshwar Reddy, Associate Professor, MECH	Member
4	Dr. K.V.Raghavulu, Associate Professor, MECH	Member
5	Dr G. Surya Prakash Rao, Professor, MECH	Member
6	Dr. K. Sravanthi, Asst. Professor, MECH	Member


Head

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Copy to:

- Principal/ Director
- Dean IQAC
- Department Faculty Members



DEPARTMENT OF MECHANICAL ENGINEERING

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

Venue: Mechanical Department Board Room

Date: 10/09/2024

Time: 11:00am

Agenda:

1. Discussion on 2020-21 admitted batch PO/PSO Attainment and action taken
2. Verification of course files, adherence to academic calendars
3. Verification of lab manuals
4. IOMP Project status/Internships

The Chairman of the Committee and Head of the Department welcomed all members to the PAQIC meeting, which commenced at 3:00 PM.

The agenda items were discussed in detail as follows:

Discussion Points:

1. Discussion on 2020-21 admitted batch PO/PSO Attainment and action taken

- Dr. S.P.Jani presented the PO/PSO attainment report of the 2020-21 batch.
- Dr. K.Venkateshwar Reddy proposed setting revised benchmarks for the next academic cycle.
- The committee agreed to implement corrective measures in courses with lower attainment levels. And attached as annexure-I

2. Verification of Course Files & Adherence to Academic Calendars

- Dr. S.P.Jani briefed the committee on the importance of maintaining updated course files in alignment with the academic calendar.
- Dr. K.V.Raghavulu presented the verification status of course files for the ongoing semester.
- The committee recommended implementing a standardized documentation framework and conducting periodic audits to ensure consistency, quality, and comprehensive coverage across all subjects.
- The department academic calendar is approved by the committee.

3. Verification of Lab Manuals

- Dr. K. V.Raghavulu led the review of lab manuals, ensuring that all experiments were designed to align with the syllabus and intended practical learning outcomes.
- The committee suggested integrating recent advancements and industry-relevant applications to enhance the relevance and applicability of experiments.
- The committee collectively agreed on the importance of maintaining high-quality course files and lab manuals to uphold academic standards and improve student learning experiences.

- Dr.K.Sravanthi emphasized the need for a structured and outcome-driven approach to practical sessions, ensuring that students gain hands-on experience and problem-solving skills effectively.

4. IOMP Project Status & Internships

- Dr.S.P.Jani provided an update on the status of IOMP projects, highlighting student participation and progress.
- Dr.G.Surya Prakash Rao shared insights on the internship programs, including industry collaborations and placement opportunities.
- The committee decided to enhance mentorship support for students undertaking internships to maximize learning outcomes.

5. Any Other Item with Permission of the Chair

- The committee discussed ways to streamline the documentation process for accreditation purposes.
- Dr. U.Sudhakar emphasized the importance of continuous assessment in improving academic quality.

Conclusion:

The meeting concluded with a vote of thanks from the Chairman, Dr. U.Sudhakar, at 12:30 am.

Signatures:

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1	Dr. U. Sudhakar, Professor & HOD, MECH	Chairman
2	Dr. S.P. Jani, Associate Professor, MECH	Coordinator
3	Dr. K.Venkateshwar Reddy, Associate Professor, MECH	Member
4	Dr. K.V.Raghavulu, Associate Professor, MECH	Member
5	Dr G. Surya Prakash Rao, Professor, MECH	Member
6	Dr. K. Sravanthi, Asst. Professor, MECH	Member