

**IIIT H - IQAC Minutes of the Meeting**  
**[ held on 14<sup>th</sup> November 2019 from 1530 to 1630hrs ]**

Members Present: P J Narayanan, R Pradeep Kumar, Marimuthu Krishnan, P Krishna Reddy, Priyanka Srivastava, N N Appaji, PVS Rambabu, and K S Vijaya Sekhar

Members expressed their inability to present: Srini Raju (Management), J Ramachandran (Industry) and Kasturi Krishna Kiran (Alumni)

**Agenda**

- Updates on Curriculum Design & Teaching-Learning aspects
- Revising existing B.Tech Curriculum
- Conducting Pedagogy related courses
- Other Administrative related topics

The members have discussed on the need of revising/revisiting the existing B.Tech curriculum, extensively.

**Discussion Points**

- i. The members requested the course coordinators to revisit the existing B.Tech program courses in consultation with the industry experts. Requested the course coordinators to identify a fresh disciplines / programmes that are very relevant to the industry.
- ii. The members also expressed that there is a need to conduct Pedagogy related courses for the benefit of the faculty keeping in a view of the recently revised B.Tech curriculum.
- iii. The members has suggested the Library team to work out the procurement of books considering the revised curriculum and requested them to take out the much older books and make the place for new books.
- iv. To meet the current requirements, the IQAC team opined to procure a new mail product in place of Zimbra. Requested the IT Team to maintain both the tools (existing and forthcoming) for at least three to six months to receive the feedback on the new product from the actual users.
- v. The members have requested Stats Cell to record the Quality aspects of each and every Research Centre / admin departs, frequently. A suggestion was also made on collecting the 'Student Satisfaction Survey' from the graduating students, every year.

**Decision points**

- The members discussed and agreed to design and circulate a standard template for seeking performance in terms of Quality from each research center / admin dept., and other diverse disciplines before the next IQAC meeting.
- The template should infer the IQAC guidelines / functions defined on the NAAC website. The mere information should also focus on areas viz., teaching-learning aspects, student's feedback, gender equality and, other important resolutions etc.
- The members opined to meet up at least 3 times in a calendar year.
- To increase the institute's reputation on accreditation process, the Statistical Cell was asked to enquire and record paradigm shifts in standards of quality of the campus activities, timely.
- It was also discussed and decided to organize a dedicated IQAC workshop by involving the other colleges / institutions / concerned IQAC faculty to promote the importance of IQAC and it's role in academic environment.

The meeting ended at 1630hrs.

Sd/-  
(Registrar)