BONAM VENKATA CHALAMAYYA INSTITUTE OF TECHNOLOGY & SCIENCE

(Approved by AICTE. New Delhi, Accredited by NAAC 'A' Grade
Permanently Affiliated to JNTUK, Kakinada)
Post Box: 26, Amalapuram 533 201, Dr.B R Ambedkar Konaseema Dt., A.P.
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DEPARTMENT OF COMPUTER SCIENCE & ENGINEERING

PROGRAM ASSESSMENT & QUALITY IMPROVEMENT COMMITTEE

MINUTES OF THE MEETING HELD ON DATE: 06TH MAY , 2024

The following points were discussed and resolutions were taken based on the suggestions of the member participants:

1. HOD instructed the members to prepare the Department Academic Calendar for the coming semester
2. HOD instructed all the member participants and faculty members to follow the Vision/Mission/PSO'S /PEO's as given below:

Vision of the Department:

To become a prominent department of Computer Science & Engineering producing competent professionals with Research and Innovation skills, inculcating moral values and societal concerns.

Mission of the Department:

DM1: To offer state of art education in computer science and engineering.

DM2: to provide strong theoretical foundation complemented with extensive practical training.

DM3: To train and transform young men & women into responsible thinking engineers, technologist and scientist, to motivate them to attain professional excellence.

DM4: To inspire students proactively engage themselves for the betterment of the society.

Program Specific Outcomes:

PSO1: Gain capability to use current techniques, skills & tools necessary for carrying out multidisciplinary projects.

PSO2: Acquaint with the contemporary trends in industrial / Research setting and thereby innovate novel solutions to existing problems.

Program Educational Objectives:

PEO1: Graduates will be an efficient software developer in diverse fields and will be a successful professional and/pursue higher studies.

PEO2: Graduates will be capable to adapt to new computing technology for professional excellence and research and be a life long learner.

PEO3: Graduates will work productively exhibiting ethical qualities for the betterment of society.

PEO4: Graduates will possess leadership qualities, work harmoniously as a team member with effective communication skills.

3. Discussions were made about the course outcomes and mapping of the all the courses CAY and also suggested to identify curricular gaps, if any, after mapping of CO-PO/PSO mapping

4. If any curricular gaps are identified then PAQIC suggested to organize Co/Extra –curricular activities.

5. The committee members formed the following Course Groups for the new regulations

    i)   Emerging Technologies

    ii) CSE-Core

    iii) Non -CSE

6. PAQIC recommended to follow the below rubrics :

- **Emerging Technologies Group:**

    Level 1: subject Pass Percentage 50% to 60 %

    Level 2: subject Pass Percentage 61% to 79%

    Level 3: subject Pass Percentage > 80 %

- **CSE - Core Group:**

    Level 1: subject Pass Percentage 50% to 60 %

    Level 2: subject Pass Percentage 61% to 75%

    Level 3: subject Pass Percentage > 75 %

- **Non-CSE Group :**

    Level 1: subject Pass Percentage 40% to 55 %

    Level 2: subject Pass Percentage 56% to 69%

    Level 3: subject Pass Percentage >= 70 %

7. The committee members discussed about the computation procedure to be followed for course attainment, PO attainments, PSO attainments at the end of each semester.

8. The committee has taken the resolution to determine the course target from the average of previous three years results of respective course.

9. The committee has taken resolution for newly introduced course target as 80 percentage of the maximum attainment level.

10. HOD instructed the member participants to prepare CO-PO/PSO attainments for all the courses available in CAYm1.

11. HOD instructed the member participants to verify the CO-PO/PSO contribution is above the threshold value(50% of contribution) or not, and plan to conduct Co/Extra curricular activities to meet the threshold value if needed.

12. HOD instructed all members to motivate the students to pursue higher education, and encourage them to become an entrepreneurs.

13. Member participants are informed to identify Adjunt faculty to fulfill the academic needs, if necessary.

14. HOD instructed the members as well as the faculty to participate in R&D activities and continuous improvement of their performance.

15. Member participants are instructed to identify the requirements needed for the smooth conduction of academics in CAY.

16. The committee members suggested the faculty to identify the weak mapping of courses and plan for the attainment of those courses.

17. HOD instructed the member participants to analyze CO-PO/PSO attainments for the CAY, CAYm1 and CAYm2 to verify the continuous improvement process.

Hosted By: Dr. K Srinivas,
           HOD,CSE

Member participants:

1. Dr. P Devabalan, Professors, BVCITS.
2. Dr. V Bhoopathy, Professor, BVCITS.
3. Mrs. G Vijaya Kumari, Associate Professor, BVCITS.
4. Mrs. CH Sushuma, Associate Professor, BVCITS.

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DEPARTMENT OF COMPUTER SCIENCE & ENGINEERING

PROGRAM ASSESSMENT & QUALITY IMPROVEMENT COMMITTEE

MINUTES OF THE MEETING HELD ON DATE: 4TH SEP , 2024

The following points were discussed and resolutions were taken based on the suggestions of the member participants:

1. Discussions were made and the committee agreed to conduct various activities for the benefit of all the students.

2. The committee members suggested the faculty to motivate the students towards participating in following activities

   - Attend / Organize workshops.
   - Develop industry standard projects and working models.
   - Participate in project contests.
   - Publish papers in National/International Journals.

3. The faculty members are also instructed to Encourage students to enroll and excel in exams such as GATE , GRE, TOFEL etc.

4. The committee members decided to arrange activities like training on modern technologies/technical skills/interview skills to enhance the performance of the student in placements.

5. HOD suggested the committee members to

   - Record participation of faculty/students in seminars, workshops, conferences etc.
   - Document organization of FDPs and faculty trainings.
   - Document organization of Student training programs.
   - Maintain record of Performance Based Appraisal System.

6. HOD instructed the member participants to ensure the adequacy, maintenance and proper allocation of support structure and services to enhance teaching learning process.

7. HOD also instructed the member participants to monitor the coverage of syllabus of each course.

8. All the faculty members are instructed to monitor the progress of students and plan to conduct remedial classes.

9. The member participants are also informed to ensure the allocation and utilization of financial resources (budget allocation).

10. The committee members instructed the faculty to include topics beyond the syllabus and additional experiments in the curriculum to meet PO's, PSO's and PEO's.

11. The committee also agreed to organize various technical and co-curricular activities to address soft POs leading to quality enhancement.

12. HOD instructed the members to plan to conduct internal audits and verify the following aspect to ensure quality

- Check the Course File randomly
- Check the Internal Exam Question Papers

13. The committee members agreed to conduct a parent meeting in the department.

14. HOD instructed the member participants to collect and maintain feedback records for quality assessment.

Hosted By: Dr. K Srinivas,
            HOD, CSE

Member participants:

1. Dr. P Devabalan, Professors, BVCITS.
2. Dr. V Anuragh, Associate Professor, BVCITS.
3. Mrs. G Vijaya Kumari, Associate Professor, BVCITS.
4. Mrs.CH Sushuma, Associate Professor, BVCITS.

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DEPARTMENT OF COMPUTER SCIENCE & ENGINEERING

PROGRAM ASSESSMENT & QUALITY IMPROVEMENT COMMITTEE

<u>MINUTES OF THE MEETING HELD ON DATE: 21ST OCT , 2024</u>

The following points were discussed and resolutions were taken based on the suggestions of the member participants:

1. Discussions were made about the course outcomes and mapping of the courses in the curriculum.

2. The committee members discussed about the computation procedure to be followed for course attainment, PO attainments, PSO attainments at the end of each semester.

3. The committee members suggested the faculty to identify the weak mapping of courses and plan for the attainment of those courses.

4. Suggestions were given to the faculty to identify the curricular gaps, if any, in the new courses added in the curriculum.

5. The members suggested the faculty follow the rubrics approved by DAC while preparing the course assessments for the coming semester courses.

6. Subject allocation was finalized by the committee members for the coming semester.

7. HOD informed the committee members to instruct all faculty to maintain quality while preparing Assignment questions and internal exam questions for their allocated courses.

8. The committee had interaction with Module and Course Coordinators to analyze the outcome of attainments and ensure its compliance in all respect.

9. HOD instructed the members to prepare the Department Academic Calendar for the coming semester.

10. HOD also instructed the member participants to plan to conduct Guest Lectures/ Workshops/ Seminars adherence with the Department Academic Calendar.

11. The committee members instructed the faculty to adopt modern and effective teaching learning process in their content delivery.

Hosted By: Dr. K Srinivas,

HOD,CSE

Member participants:
1. Dr. P Devabalan, Professors, BVCITS.
2. Dr. V Anuragh, Associate Professor, BVCITS.
3. Mrs. G Vijaya Kumari, Associate Professor, BVCITS.
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DEPARTMENT OF COMPUTER SCIENCE & ENGINEERING

PROGRAM ASSESSMENT & QUALITY IMPROVEMENT COMMITTEE

<u>MINUTES OF THE MEETING</u> HELD ON DATE: 03RD FEB , 2025

The following points were discussed and resolutions were taken based on the suggestions of the member participants:

1. Discussions were made and the committee agreed to conduct various activities for the benefit of all the students.

2. The committee members suggested the faculty to motivate the students towards participating in following activities

    • Attend / Organize workshops/Hackathons.

    • Develop industry standard projects and working models.

    • Participate in project contests.

    • Publish papers in National/International Journals.

3. The faculty members are also instructed to Encourage students to enroll and excel in exams such as GATE , GRE, TOFEL etc.

4. The committee members decided to arrange activities like training on modern technologies/technical skills/interview skills to enhance the performance of the student in placements.

5. HOD suggested the committee members to

    • Record participation of faculty/students in seminars, workshops, conferences etc.

    • Document organization of FDPs and faculty trainings.

    • Document organization of Student training programs.

    • Maintain record of Performance Based Appraisal System.

6. HOD instructed the member participants to ensure the adequacy, maintenance and proper allocation of support structure and services to enhance teaching learning process.

7. HOD also instructed the member participants to monitor the coverage of syllabus of each course.

8. All the faculty members are instructed to monitor the progress of students and plan to conduct remedial classes.

9. The member participants are also informed to ensure the allocation and utilization of financial resources (budget allocation).

10. The committee members instructed the faculty to include topics beyond the syllabus and additional experiments in the curriculum to meet PO's, PSO's and PEO's.

11. The committee also agreed to organize various technical and co-curricular activities to address soft POs leading to quality enhancement.

12. HOD instructed the members to plan to conduct internal audits and verify the following aspect to ensure quality

   - Check the Course File randomly
   - Check the Internal Exam Question Papers

13. The committee members agreed to conduct a parent meeting in the department.

14. The committee has advised to conduct Academic Audit regularly at the end of the academic year by external experts.

15. HOD instructed the member participants to collect and maintain feedback records for quality assessment.

Hosted By: Dr. K Srinivas,
HOD,CSE

Member participants:

1. Dr. P Devabalan, Professors, BVCITS.
2. Dr. V Anuragh, Associate Professor, BVCITS.
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