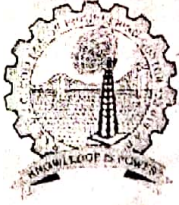


DEPARTMENT ACADEMIC AUDIT COMMITTEE
[DAAC]

DEPARTMENT OF MECHANICAL ENGINEERING
R.V.R. & J.C. COLLEGE OF ENGINEERING [Autonomous]
Chandramoulipuram :: Chowdavaram :: GUNTUR-19



DEPARTMENT OF MECHANICAL ENGINEERING
R.V.R. & J.C. COLLEGE OF ENGINEERING

Chandramouliapuram, Chowdavaram, GUNTUR - 522019



CONSTITUTION OF DEPARTMENT ACADEMIC AUDIT COMMITTEE (DDAC)

PROCEDURE

Members

1. Dr. K.Ravindra, PROF., & HOD, ME -- Convener
2. Dr.K.Srinivas, Prof./ME -- Coordinator *[Signature]*
3. Dr.D.V.V.K.Prasad, Prof./ME -- Member *[Signature]*
4. Dr.V.Chittaranjan Das, Prof./ME -- Member
5. Dr.G.Srinivasa Rao, Prof./ME -- Member *[Signature]*
6. Dr.N.V.V.S.Sudheer, Assoc.Prof/ME-Member *[Signature]*
7. Dr.C.Srinivas, Assoc.Prof/ME-Member *[Signature]*
8. Dr.B.Ram Gopal Reddy, Assoc.Prof/ME-Member *[Signature]*

Frequency of Meeting: Once in a year preferably during June/July

Roles & Responsibilities of Academic Audit committee:

The Academic Audit system in the Department of Mechanical Engineering, is intended to monitor and enhance the quality of Teaching & Learning process, through appropriate guidelines for both faculty and students. Self-assessment of individuals can be done to monitor and enhance the instruction process.

- Academic Audit includes monitoring the conduct of the course, adherence to the course plan, time-schedule, completion of the syllabus, standard of internal tests and evaluation process.
- Addresses the difficulties faced by students and takes suitable remedial actions.
- Academic audit team also looks into the Skill set enhancement programs and Research activities of both students and faculty.

The whole system can be viewed as a cyclical process with emphasis on continuous improvement.

Dr.K.Ravindra
PROF., & HOD, ME



DEPARTMENT OF MECHANICAL ENGINEERING
R.V.R. & J.C. COLLEGE OF ENGINEERING

Chandramouliapuram, Chowdavaram, GUNTUR - 522019



Dt: 13.06.2014

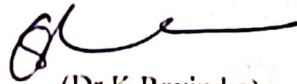
NOTICE

The meeting of the Department Academic Audit committee (DAAC) is scheduled on 16.06.2014 (Monday) at 03:00 pm in HOD's Room.

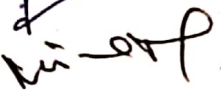




All the members of the committee are requested to make it convenient to attend the meeting without fail.

Agenda:

1. Approval of the Academic Audit Report procedure.
2. Any other item with the permission of chair


(Dr.K.Ravindra)
PROF., & HOD, ME

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


1. Dr.K.Srinivas, Prof./ME -- Coordinator 
2. Dr.D.V.V.K.Prasad, Prof./ME -- Member
3. Dr.V.Chittaranjan Das, Prof./ME -- Member
4. Dr.G.Srinivasa Rao, Prof./ME -- Member 
5. Dr.N.V.V.S.Sudheer, Assoc.Prof/ME-Member 
6. Dr.C.Srinivas, Assoc.Prof/ME-Member 
7. Dr.B.Ram Gopal Reddy, Assoc.Prof/ME-Member 



R.V.R. & J. C. COLLEGE OF ENGINEERING
Chandramoulipuram, Chowdavaram, Guntur – 522019
DEPARTMENT OF MECHANICAL ENGINEERING

**MINUTES OF THE MEETING OF DEPARTMENT ACADEMIC AUDIT
COMMITTEE (DDAC) HELD ON 16.06.2014 (MONDAY) IN HOD'S ROOM**

Members Present

1. Dr. K.Ravindra, PROF., & HOD, ME – Convener
2. Dr.K.Srinivas. Prof./ME – Coordinator
3. Dr.D.V.V.K.Prasad, Prof./ME – Member
4. Dr.V.Chittaranjan Das, Prof./ME – Member 
5. Dr.G.Srinivasa Rao, Prof./ME – Member
6. Dr.N.V.V.S.Sudheer, Assoc.Prof/ME-Member
7. Dr.C.Srinivas, Assoc.Prof/ME-Member 
8. Dr.B.Ram Gopal Reddy, Assoc.Prof/ME-Member 

Agenda:

1. Approval of the Academic Audit Report procedure.
2. Any other item with the permission of chair

Minutes:

1. Discussed about the duties of DAAC.
2. The committee approved the format of Academic Audit Report to be done in Department of Mechanical Engineering.
3. Resolved that program coordinator should submit the academic audit report, after announcement of all the results of previous Academic year.
4. It is further resolved to submit the Audit Report to the Department Advisory Board (DAB) and IQAC of the Institution for further scrutiny.

Action taken:

1. Duties are allotted to the members of the committee to complete the audit before the 1st week of July, 2014.







DEPARTMENT OF MECHANICAL ENGINEERING
R.V.R. & J.C. COLLEGE OF ENGINEERING

Chandramouliapuram, Chowdavaram, GUNTUR - 522019



Dt: 03/07/2014

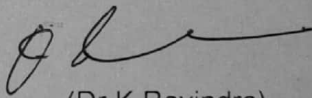
NOTICE

There will be a meeting of the Department Academic Audit committee (DAAC) on 07/07/2014 (Monday) at 01:00 p.m. in the Department of Mechanical Engineering, HOD's Room.

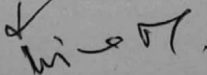
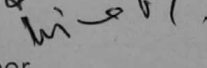
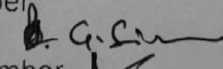
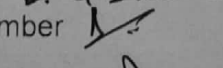
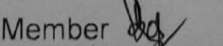
All the members of the committee are requested to make it convenient to attend the meeting.

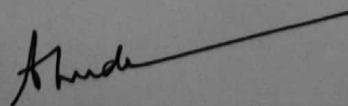
Agenda:

1. To discuss about the Academic Audit report of the Department for the Academic Year 2013-14.
2. To discuss about the comments made by the committee.
3. Any other item with the permission of chair.


(Dr.K.Ravindra)
PROF., & HOD, ME

To:

1. Dr.K.Srinivas, Prof./ME – Coordinator 
2. Dr.D.V.V.K.Prasad, Prof./ME – Member 
3. Dr.V.Chittaranjan Das, Prof./ME – Member
4. Dr.G.Srinivasa Rao, Prof./ME – Member 
5. Dr.N.V.V.S.Sudheer, Assoc.Prof/ME-Member 
6. Dr.C.Srinivas, Assoc.Prof/ME-Member
7. Dr.B.Ram Gopal Reddy, Assoc.Prof/ME-Member 






R.V.R. & J. C. COLLEGE OF ENGINEERING (Autonomous)
Chandramoulipuram, Chowdavaram, Guntur - 522019
DEPARTMENT OF MECHANICAL ENGINEERING

**MINUTES OF THE MEETING OF DEPARTMENT ACADEMIC AUDIT
COMMITTEE (DDAC) HELD ON 07.07.2014 (MONDAY) IN HOD'S**

ROOM

Members Present

1. Dr. K.Ravindra, PROF., & HOD, ME - Convener
2. Dr.K.Srinivas, Prof.,/ME - Coordinator
3. Dr.D.V.V.K.Prasad, Prof.,/ME - Member
4. Dr.V.Chittaranjan Das, Prof./ME - Member 
5. Dr.G.Srinivasa Rao, Prof./ME - Member
6. Dr.N.V.V.S.Sudheer, Assoc.Prof/ME-Member
7. Dr.C.Srinivas, Assoc.Prof/ME-Member 
8. Dr.B.Ram Gopal Reddy, Assoc.Prof/ME-Member 

Members Absent: --

Agenda:

1. To discuss about the Academic Audit report of the Department for the Academic Year 2013-14.
2. To discuss about the comments made by the committee.
3. Any other item with the permission of chair.

Minutes of the meeting:

1. The Committee discussed about the Department Academic Audit Report prepared for the Academic Year 2013-14.
2. Discussed about the Remarks made in the Report.

Action taken:

1. The report is forwarded to DAB of the Department and IQAC of the college for further necessary action.
2. The Comments made by the Committee are discussed with the faculty members in HOD's meeting for further improvement.







DEPARTMENT OF MECHANICAL ENGINEERING
R.V.R. & J.C. COLLEGE OF ENGINEERING

Chandramouliupuram, Chowdavaram, GUNTUR - 522019




Dt: 10.07.2015

NOTICE

The meeting of Department Academic Audit Committee (DAAC) is scheduled on 14.07.2015 (Tuesday) at 10:45 a.m in HOD's Chambers to discuss about the following:-


Agenda:

1. To Discuss about the Academic Audit Report for the Year 2014-15.
2. To discuss about the Comments made by the Committee.
3. Any other item with the permission of chair


(Dr.K.Ravindra)
PROF., & HOD, ME

To:

1. Dr.K.Srinivas, Prof./ME - Coordinator ✓
2. Dr.D.V.V.K.Prasad, Prof./ME - Member ✓
3. Dr.V.Chittaranjan Das, Prof./ME - Member ✓
4. Dr.G.Srinivasa Rao, Prof./ME - Member ✓
5. Dr.N.V.V.S.Sudheer, Assoc.Prof/ME-Member ✓
6. Dr.C.Srinivas, Assoc.Prof/ME-Member ✓
7. Dr.B.Ram Gopal Reddy, Assoc.Prof/ME-Member ✓



R.V.R. & J. C. COLLEGE OF ENGINEERING (Autonomous)
Chandramoulipuram, Chowdavaram, Guntur – 522019
DEPARTMENT OF MECHANICAL ENGINEERING

MINUTES OF THE MEETING OF DEPARTMENT ACADEMIC AUDIT COMMITTEE
(DDAC) HELD ON 14.07.2015 (TUESDAY) IN HOD'S CHAMBER'S

Members Present

1. Dr. K.Ravindra, PROF., & HOD, ME - Convener
2. Dr.K.Srinivas, Prof.,/ME - Coordinator
3. Dr.D.V.V.K.Prasad, Prof.,/ME - Member
4. Dr.V.Chittaranjan Das, Prof./ME - Member *VCH*
5. Dr.G.Srinivasa Rao, Prof./ME - Member
6. Dr.N.V.V.S.Sudheer, Assoc.Prof/ME-Member
7. Dr.C.Srinivas, Assoc.Prof/ME-Member *C*
8. Dr.B.Ram Gopal Reddy, Assoc.Prof/ME-Member *BGR*

Members Absent: --

Agenda:

1. To Discuss about the Academic Audit Report for the Year 2014-15.
2. To discuss about the Comments made by the Committee.
3. Any other item with the permission of chair

Minutes of the meeting:

1. The Committee discussed and reviewed the Report of the DAAC for the academic year 2014-15.
2. The Committee also discussed about the Remarks made in the Report.

Action taken:

1. The report is forwarded to DAB of the Department and IQAC of the college.
2. The Comments made by the Committee are discussed with the faculty members in HOD's meeting for further improvement.

Ahd

BGR



DEPARTMENT OF MECHANICAL ENGINEERING
R.V.R. & J.C. COLLEGE OF ENGINEERING

Chandramouliapuram, Chowdavaram, GUNTUR - 522019



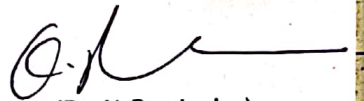
Dt: 07.07.2016

NOTICE


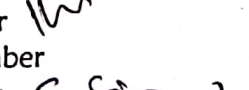

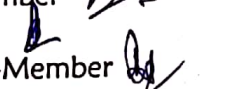
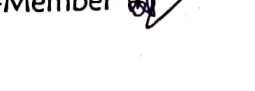
The meeting of the Department Academic Audit Committee (DAAC) is scheduled on 11.07.2016 (Monday) at 11:30 a.m in HOD's Chambers to discuss about the following:-

Agenda:

1. To Discuss about the Department Academic Audit report for the Year 2015-16.
2. To discuss about the comments made by the committee.
3. Any other item with the permission of chair.


(Dr.K.Ravindra)
PROF., & HOD, ME

To

1. Dr.K.Srinivas, Prof./ME – Coordinator 
2. Dr.D.V.V.K.Prasad, Prof./ME – Member 
3. Dr.V.Chittaranjan Das, Prof./ME – Member
4. Dr.G.Srinivasa Rao, Prof./ME – Member 
5. Dr.N.V.V.S.Sudheer, Assoc.Prof/ME-Member 
6. Dr.C.Srinivas, Assoc.Prof/ME-Member
7. Dr.B.Ram Gopal Reddy, Assoc.Prof/ME-Member 

R.V.R. & J. C. COLLEGE OF ENGINEERING (Autonomous)

Chandramoulipuram, Chowdavaram, Guntur – 522019

DEPARTMENT OF MECHANICAL ENGINEERING

**MINUTES OF THE MEETING OF DEPARTMENT ACADEMIC AUDIT COMMITTEE
(DDAC) HELD ON 11.07.2016 (MONDAY) IN HOD'S CHAMBER'S**

Members Present

1. Dr. K.Ravindra, PROF., & HOD, ME – Convener
2. Dr.K.Srinivas, Prof./ME – Coordinator
3. Dr.D.V.V.K.Prasad, Prof./ME – Member
4. Dr.V.Chittaranjan Das, Prof./ME – Member *VCD*
5. Dr.G.Srinivasa Rao, Prof./ME – Member
6. Dr.N.V.V.S.Sudheer, Assoc.Prof/ME-Member
7. Dr.C.Srinivas, Assoc.Prof/ME-Member *C*
8. Dr.B.Ram Gopal Reddy, Assoc.Prof/ME-Member *BGR*

Members Absent: --

Agenda:

1. To Discuss about the Department Academic Audit report for the Academic Year 2015-16.
2. To discuss about the comments made by the committee.
3. Any other item with the permission of chair

Minutes of the meeting:

1. The Committee discussed about the Academic Audit Report for the year 2015-16.
2. The members discussed and reviewed the Remarks submitted in the report.

Action taken:

1. The report is forwarded to the Department Advisory Board and IQAC of the college.
2. Comments are discussed with the faculty members in HOD meeting for further improvement.

G. K.
K. Srinivasan