



CMR COLLEGE OF ENGINEERING & TECHNOLOGY

(UGC AUTONOMOUS)

Kandlakoya (V), Medchal Road, Hyderabad -501401

CMRCET/IQAC/AY2017-18/2

Date: 15th Nov 2017

To
Chairman, IQAC
CMR College of Engineering & Technology,
Medchal, Hyderabad.

Sub: Permission to conduct IQAC Meeting in CMRCET-Reg.

Ref: Office Order No. CMRCET/PRIN/IQAC/2017-18, dated: 08th May 2017.

Sir,

With reference to the subject cited above, IQAC Meeting is planned to be conducted on 21/11/2017 at 02:00 PM to discuss on the following agenda points. Hence, it is requested to accord permission for the same.

Agenda:

1. Review of previous strategic perspective plan and implementation
2. To conduct extracurricular and co-curricular activities in this AY: 2017-18
3. Conducting Workshops/Guest Lectures/FDPs/Conferences/Sports Activities
4. Technical Skill Trainings to Students for Placements
5. To continue Mentor Mentee System
6. To conduct SWAYAM/MOOCs awareness workshop on how to create ICT lectures
7. To conduct soft skill training for UG Students
8. To conduct gender sensitization to all the faculty and students
9. To conduct parent teachers meeting
10. Signing of MOAs/MOUs with Industries/NGOs/Research Institutions
11. Laboratory equipments and library procurements
12. Action Taken Report on previous meeting agenda points
13. Any other matter with the permission of the Chair.

Thanking you,

Yours faithfully,

A. Kotishwar

Dr. A. Kotishwar
Coordinator, IQAC



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(UGC AUTONOMOUS)

Kandlakoya (V), Medchal Road, Hyderabad -501401

Ref. Lr.: CMRCET/IQAC/AY2017-18/CIR-2

Date: 17th Nov 2017

CIRCULAR

It is hereby informed to all the members of the IQAC are requested to attend the IQAC Meeting scheduled on 21/11/2017 at 02:00 PM in IQAC Cell. All are requested to attend the meeting on time.

Agenda:

1. Review of previous strategic perspective plan and implementation
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13. Any other matter with the permission of the Chair.

Coordinator, IQAC

Principal

Copy Submitted to: (1) The Secretary Garu – For your kind information Pl.

Copy to:

1. Deans
2. Heads of all the Departments
3. Controller of Examinations
4. Members Concerned
5. Librarian
6. Administrative Officer
7. Accounts Officer
8. Physical Director

MINUTES OF MEETING OF IQAC FOR AY: 2017-18

Meeting Circular/Reference:	CMRCET/IQAC/AY2017-18/CIR-2, Dated: 17 th Nov 2017
Date of the Meeting:	21 st Nov 2017
Time:	02:00PM- 04:00PM
Venue:	IQAC Cell

The following were present:

S. No.	Role	Name	Designation
1	Member Management	Sri. Ch. Gopal Reddy	Secretary & Correspondent
2	Member Management	Sri. Ch. Srisailam Reddy	Member MGR Society
3	Chairman	Major. Dr. V. A. Narayana	Principal
4	Member Teacher	Dr. M. Sudhakar	Dean (P&D)
5	Member Teacher	Dr. M. S. R. Murthy	Dean (R&D)
6	Member Teacher	Dr. B. Lokeshwar Rao	Dean (Academics) & HOD (ECE)
7	Member Teacher	Dr. K. Vijaya Kumar	HOD (CSE)
8	Member Teacher	Prof. G. Devadasu	HOD (EEE)
9	Member Teacher	Dr. P. Ravi Kumar	HOD (MECH)
10	Member Teacher	Mr. P. Raveendrababu	Associate Professor (ECE)
11	Member Admin	Mr. V. Srinivas	Accounts Officer
12	Member Teacher	Mrs. S. Fatima Mary	Women Faculty
13	Member Alumni	Mr. M. Vedachary	Nominee
14	Member Industry	Mr. I. Arun Kumar	Nominee
15	Member Industry	Mr. T. Brahmananda Reddy	Nominee
16	Member Local Community	Mr. Subba Reddy	Nominee
17	Member Student	Dakaju Gopika (16H55A0411)	Nominee
18	Member Student	K.Ujawal (14H51A05B5)	Nominee
19	Coordinator	Dr. A. Kotishwar	HOD (MBA)

Members Absent:

S. No.	Role	Name	Designation
1	Member Teacher	Dr. M. Narsi Reddy	Controller of Examinations
2	Member Admin	Mr. P. M. M. Reddy	Administrative Officer
3	Member Parent	Mr. V. S. V. Krishna Mohan	Nominee
4	Member Alumni	Mr. Sai Pawan	Nominee

Proceedings of the Meeting:

Chairman IQAC invited all the members of IQAC to this meeting. The following points were discussed in the meeting.

Item 1: Review of previous strategic perspective plan and implementation

Resolution: Reviewed the previous strategic perspective plan and implementation.

Item 2: To conduct extracurricular and co-curricular activities in this AY: 2017-18

Resolution: The perspective plan of extracurricular and co-curricular activities from various committees have been received and discussed in detail. The final strategic perspective plan has been prepared and approved.

Item 3: Conducting Workshops/Guest Lectures/FDPs/Conferences/Sports Activities

Resolution: Decision taken to conduct Engineering Workshops/Guest Lectures /FDPs /Conferences/Sports Activities.

Item 4: Technical skill trainings to students for placements

Resolution: Decision taken to initiate and conduct the technical skill trainings to students for placements.

Item 5: To implement Mentor Mentee System

Resolution: It is decided to implement the mentor mentee system in all the departments of the institution

Item 6: To conduct SWAYAM/MOOCs awareness workshop on how to create ICT lectures

Resolution: It decided to conduct SWAYAM/MOOCs awareness workshop on how to create ICT lectures and the same has been approved.

Item 7: To conduct soft skills training for all the UG Students

Resolution: Decision taken to conduct soft skills training for all the UG Students.

Item 8: To conduct gender sensitization to all the faculty and students

Resolution: Decided to conduct gender sensitization to all the faculty and students and the same has been approved.

Item 9: To conduct parent teachers meeting

Resolution: Decided to conduct regular parent teachers meeting to all the programmes.

Item 10: Signing of MOAs/MOUs with Industries/NGOs/Research Institutions

Resolution: Decision taken to make Memorandum of Associations/Memorandum of Understandings with various Industries/NGOs/Research organizations.

Item 11: Laboratory equipments and library procurements

Resolution: It is decided to take laboratory equipments and library procurements from all the laboratories & library and approved the same.

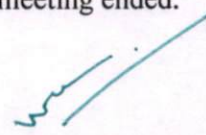
Item 12: ACTION TAKEN REPORT ON PREVIOUS MEETING AGENDA POINTS:

The following is the action/status of the various agenda points which were discussed in the last IQAC Meeting held on 17th June 2017 with Minutes of meetings reference no. CMRCET/IQAC/AY2017-18/Minutes-1, dated: 19th June 2017

Sl. No.	Points Discussed	Action Taken	Status
1	Standard Operating Procedure (SOP) of IQAC has been approved and is enclosed as Appendix-I.	Prepared	Implemented
2	The tentative perspective plans received from various departments has been examined and discussed in detail. The final institute strategic perspective plan has been	Prepared	In progress

	prepared and approved is enclosed as Appendix-II.		
3	Tentative academic calendar for UG & PG have been received from various departments and discussed in detail and approved the same which is enclosed as Appendix-III.	Prepared	Implemented
4	It has been decided and approved to conduct induction programmes to the newly joined faculty.	Organized	Completed
5	It has been decided and approved to conduct orientation programme for the first year students.	Organized	Completed
6	Time tables, lesson plans and course files received from various departments are discussed in detail and approved the same and proper guidelines have been issued.	Prepared	Implemented
7	Decided to carry out various community oriented activities.	Constituted	In progress
8	Decision taken to make Memorandum of Associations/Memorandum of Understandings with various Industries/NGOs/Research organizations.	Initiated	In Progress
9	Decision taken to conduct various National/International Conferences / FDP / Guest Lectures / Workshops / Awareness programme during the AY 2017-18.	Organized	In Progress
10	The existing R&D Policy and SEED Money Application have been revised and approved the same.	Constituted	Closed
11	Decided to take an initiation to participate in various college ranking surveys.	Applied	In progress
12	Decision taken to participate in NIRF-2018 India Rankings.	Applied	Completed
13	Decision taken to establish Centres of Excellence in various departments to strengthen the research activities and approved the same.	Initiated	In progress
14	Decided to prepare AQAR for the AY 2016-17.	Prepared	Closed

The chairman thanked all the members for their valuable suggestions and the meeting ended.


 (Major Dr .V. A. Narayana)
 Chairman, IQAC

Copy Submitted to: (1) The Secretary Garu – For your kind information Pl.

Copy to:

1. Deans
2. Heads of all the Departments
3. IQAC Members

IQAC MEETING HELD ON 21ST NOVEMBER 2017 AT 10:00 AM

The following members were present

S. No.	Role	Name	Designation	Signature
1	Member Management	Sri. Ch. Gopal Reddy	Secretary & Correspondent	<i>C. Cheludy</i>
2	Member Management	Sri. Ch. Srisailam Reddy	Member MGR Society	<i>S. Srisailam</i>
3	Chairman	Major Dr. V. A. Narayana	Principal	<i>[Signature]</i>
4	Member Teacher	Dr. M. Sudhakar	Dean (P&D)	<i>[Signature]</i>
5	Member Teacher	Dr. M. S. R. Murthy	Dean (R&D)	<i>[Signature]</i>
6	Member Teacher	Dr. B. Lokeshwar Rao	Dean (Academics) & HOD (ECE)	<i>B. Lokeshwar</i>
7	Member Teacher	Dr. M. Narsi Reddy	Controller of Examinations	ABSENT
8	Member Teacher	Dr. K. Vijaya Kumar	HOD (CSE)	<i>[Signature]</i>
9	Member Teacher	Prof. G. Devadasu	HOD (EEE)	<i>[Signature]</i>
10	Member Teacher	Dr. P. Ravi Kumar	HOD (MECH)	<i>[Signature]</i>
11	Member Teacher	Mr. P. Raveendrababu	Associate Professor (ECE)	<i>P. Raveendrababu</i>
12	Member Admin	Mr. P. M. M. Reddy	Administrative Officer	ABSENT
13	Member Admin	Mr. V. Srinivas	Accounts Officer	<i>[Signature]</i>
14	Member Teacher	Mrs. S. Fatima Mary	Women Faculty	<i>[Signature]</i>
15	Member Alumni	Mr. M. Vedachary	Nominee	<i>[Signature]</i>
16	Member Alumni	Mr. Sai Pawan	Nominee	ABSENT
17	Member Industry	Mr. I. Arun Kumar	Nominee	<i>[Signature]</i>
18	Member Industry	Mr. T. Brahmananda Reddy	Nominee	<i>T. Brahmananda Reddy</i>
19	Member Parent	Mr. V. S. V. Krishna Mohan	Nominee	ABSENT
20	Member Local Community	Mr. Subba Reddy	Nominee	<i>N. V. Subba Reddy</i>
21	Member Student	Dakoju Gopika (16H55A0411)	Nominee	<i>Gopika</i>
22	Member Student	K. Ujawal (14H51A05B5)	Nominee	<i>Ujawal</i>
23	Coordinator	Dr. A. Kotishwar	HOD (MBA)	<i>A. Kotishwar</i>