



MALLA REDDY ENGINEERING COLLEGE (AUTONOMOUS)

Maisammaguda, Dhulapally Post via Kompally-500100

INTERNAL QUALITY ASSURANCE CELL

Minutes of Meeting

Date: 21-08-2014




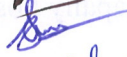


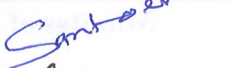



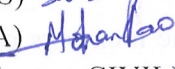


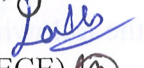




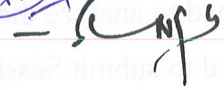
The IQAC meeting is conducted under the chairmanship of Principal Dr. S.Sudhakara Reddy. The meeting started by welcoming all the members of IQAC by the Coordinator Prof. T.V. Surendranatha Reddy.

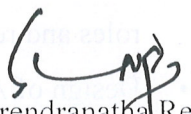
The meeting concluded with the following points:

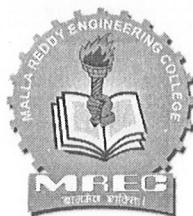
- Minutes of the previous meeting were confirmed.
- The overall academic plan and progress of students was reviewed. Result analysis team is formed to analyze the previous year results.
- Faculty asked to submit Session plans of their respective sections for all the subjects.
- A faculty meeting scheduled on 25th August 2014 by the Chairman to discuss about roles and responsibilities of individual faculty.
- Design of Academic Calendar for the upcoming semester to be followed by each department.
- The IQAC has scheduled the administrative audit on Aug 28th 2015 according to the guidelines set for the internal administrative audit.
- It is informed to all the co-ordinator of IQAC to monitor mentor system.
- It is decided to conduct an International Conference.
- Guidelines for administrative audit are as follows: -
 - i) Stock verification of various Departments
 - ii) Application of leave rules – CCL, Medical Leave, Academic Leave
 - iii) Attendance records
 - iv) Service Book completion
 - v) Procedures of Record Keeping
 - vi) Automation

- vii) Purchase procedures of various departments
- viii) Accounting Audit.

The following members attended the meeting:

1. Dr. S.Sudhakara Reddy (Chairperson) 
2. Mr. Sri. P. Praveen Reddy (Management Member) 
3. Dr. P.Rajasekhar (HOD, CIVIL) 
4. Dr. P. Sankara Babu (HOD, EEE) 
5. Mr. V.Narasimha Reddy (HOD, ME) 
6. Dr. M.J.C.Prasad (HOD, ECE) 
7. Mr. P. Santosh Reddy (HOD, CSE) 
8. Mr. V.Satish Kumar (HOD, IT) 
9. Mr. A. Ravindra (HOD, MINING) 
10. Dr. D. Sudha Rani (HOD, H&S) 
11. Mr.D.Mohan Rao (HOD, MBA) 
12. Mr. D. Srikanth (IQAC Coordinator, CIVIL) 
13. Mr.T.Sanjeeva Rao (IQAC Coordinator, EEE) 
14. K.Lakshman Reddy (IQAC Coordinator ME) 
15. N. Pandu Ranga Reddy (IQAC Coordinator, ECE) 
16. Mr. S. Ajay Kumar (IQAC Coordinator, CSE) 
17. Mr. M Thukaram Reddy (IQAC Coordinator, IT) 
18. M.Balanji Reddy (IQAC Coordinator MBA) 
19. Dr. T.V. Surendranatha Reddy.(IQAC Director) 


Dr. T.V. Surendranatha Reddy
(IQAC Director)



MALLA REDDY ENGINEERING COLLEGE
(AUTONOMOUS)

Maisammaguda, Dhulapally Post via Kompally-500100

INTERNAL QUALITY ASSURANCE CELL

Action Taken Report for the Meeting Conducted on 21-08-2014

S. No	Plan of Action	Achievement
1.	Planned to conduct internal administrative audit on 28-08-2014	Internal administrative audit conducted on 28-08-2014
2.	Planned to conduct VISHESH in the month of September	Conducted on 15 th September 2014

Dr. T.V. Surendranatha Reddy
(IQAC Director)



**MALLA REDDY ENGINEERING COLLEGE
(AUTONOMOUS)**

Maisammaguda, Dhulapally Post via Kompally-500100

INTERNAL QUALITY ASSURANCE CELL

Minutes of Meeting




Date: 16-12-2014

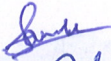
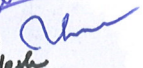
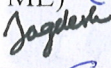
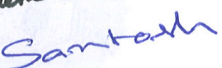
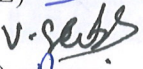


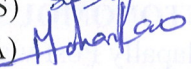





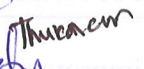

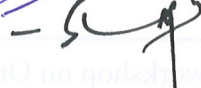
The IQAC meeting is conducted under the chairmanship of Principal Dr. S.Sudhakara Reddy. The meeting started by welcoming all the members of IQAC by the Coordinator Prof. T.V. Surendranatha Reddy.

The meeting concluded with the following points:

- Minutes of the previous meeting were confirmed.
- Analyze the reports of student feedback on faculty and course outcomes .A brief report is submitted to respective head of the departments.
- Faculty Quality improvement programs to be scheduled to improve the overall quality of teaching.
- To take measures and adapt progressive mechanisms ensuring timely, efficient and periodic performance of academic activities on regular basis.
- Slow learners list prepared by all the departments and remedial classes are conducted beyond college hours for academically weak students.
- HODs are informed to monitor the mentoring sessions being conducted for students by their respective mentors.
- Internal academic audit to be conducted every semester to monitor the quality of teaching .Schedule being prepared accordingly.

The following members attended the meeting:

1. Dr. S.Sudhakara Reddy (Chairperson) 
2. Mr. Sri. P. Praveen Reddy (Management Member) 
3. Dr. P.Rajasekhar (HOD, CIVIL) 

4. Dr. P. Sankara Babu (HOD, EEE) 
5. Mr. V.Narasimha Reddy (HOD, ME) 
6. Dr. M.J.C.Prasad (HOD, ECE) 
7. Mr. P. Santosh Reddy (HOD, CSE) 
8. Mr. V.Satish Kumar (HOD, IT) 
9. Mr. A. Ravindra (HOD, MINING) 
10. Dr. D. Sudha Rani (HOD, H&S) 
11. Mr.D.Mohan Rao (HOD, MBA) 
12. Mr. D. Srikanth (IQAC Coordinator, CIVIL) 
13. Mr.T.Sanjeeva Rao (IQAC Coordinator, EEE) 
14. K.Lakshman Reddy (IQAC Coordinator ME) 
15. N. Pandu Ranga Reddy (IQAC Coordinator, ECE) 
16. Mr. S. Ajay Kumar (IQAC Coordinator, CSE) - 
17. Mr. M Thukaram Reddy (IQAC Coordinator, IT) 
18. M.Balanji Reddy (IQAC Coordinator MBA) 
19. Dr. T.V. Surendranatha Reddy.(IQAC Director) - 


Dr. T.V. Surendranatha Reddy
(IQAC Director)



MALLA REDDY ENGINEERING COLLEGE
(AUTONOMOUS)

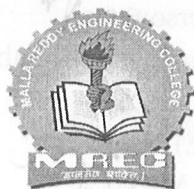
Maisammaguda, Dhulapally Post via Kompally-500100

INTERNAL QUALITY ASSURANCE CELL

Action Taken Report for the Meeting Conducted on 16-12-2014

S. No	Plan of Action	Achievement
1.	Faculty Quality improvement programs	Faculty quality improvement program conducted before starting the semester and end of the semester
2.	A two day workshop on Outcome based education is conducted	End of the semester we conducted two day workshop on outcome based Education
3.	Conduct of Remedial classes	Conducted Remedial classes for academically weak students at the end of the semester. It is observed that the students who attended the remedial classes have improved their performance in the External/Final Exams
4.	Prepared schedule to conduct academic audit	Conducted academic audit


Dr. T.V. Surendraratha Reddy
(IQAC Director)



MALLA REDDY ENGINEERING COLLEGE (AUTONOMOUS)

Maisammaguda, Dhulapally Post via Kompally-500100

INTERNAL QUALITY ASSURANCE CELL

Minutes of Meeting






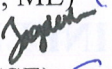
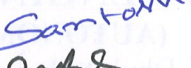



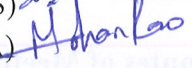


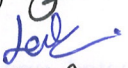





Date: 14-02-2015

The IQAC meeting is conducted under the chairmanship of Principal Dr. S. Sudhakara Reddy. The meeting started by welcoming all the members of IQAC by the Coordinator Prof. T.V. Surendranatha Reddy.

The meeting concluded with the following points:

- Minutes of the previous meeting were confirmed.
- Faculty Quality improvement programs scheduled to improve the overall quality of teaching.
- Improvement in results shown by the students attending remedial classes.
- To ensure that effective mentoring sessions are being conducted for students by their respective mentors.
- Academic audit was conducted based on the following things required in the course file:
 - Academic Calendar
 - Individual Time Table
 - Lesson Plan
 - Previous Question Papers. Teaching
 - Learning Methods Attainments
 - Question Bank
 - Assignment Questions
 - Video References

The following members attended the meeting:

1. Dr. S.Sudhakara Reddy (Chairperson) 
2. Mr. Sri. P. Praveen Reddy (Management Member) 
3. Dr. P.Rajasekhar (HOD, CIVIL) 
4. Dr. P. Sankara Babu (HOD, EEE) 
5. Mr. V.Narasimha Reddy (HOD, ME) 
6. Dr. M.J.C.Prasad (HOD, ECE) 
7. Mr. P. Santosh Reddy (HOD, CSE) 
8. Mr. V.Satish Kumar (HOD, IT) 
9. Mr. A. Ravindra (HOD, MINING) 
10. Dr. D. Sudha Rani (HOD, H&S) 
11. Mr.D.Mohan Rao (HOD, MBA) 
12. Mr. D. Srikanth (IQAC Coordinator, CIVIL) 
13. Mr.T.Sanjeeva Rao (IQAC Coordinator, EEE) 
14. K.Lakshman Reddy (IQAC Coordinator ME) 
15. N. Pandu Ranga Reddy (IQAC Coordinator, ECE) 
16. Mr. S. Ajay Kumar (IQAC Coordinator, CSE) 
17. Mr. M Thukaram Reddy (IQAC Coordinator, IT) 
18. M.Balanji Reddy (IQAC Coordinator MBA) 
19. Dr. T.V. Surendranatha Reddy.(IQAC Director) 


Dr. T.V. Surendranatha Reddy
(IQAC Director)



MALLA REDDY ENGINEERING COLLEGE
(AUTONOMOUS)

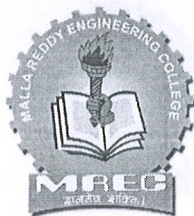
Maisammaguda, Dhulapally Post via Kompally-500100

INTERNAL QUALITY ASSURANCE CELL

Action Taken Report for the Meeting Conducted on 14-02-2015

S. No	Plan of Action	Achievement
1.	Faculty Quality improvement programs	8 programmes were conducted by various departments on different themes.


Dr. T.V. Surendranatha Reddy
(IQAC Director)



MALLA REDDY ENGINEERING COLLEGE (AUTONOMOUS)

Maisammaguda, Dhulapally Post via Kompally-500100

INTERNAL QUALITY ASSURANCE CELL

Minutes of Meeting

Date: 02-06-2015

The IQAC meeting is conducted under the chairmanship of Principal Dr. S.Sudhakara Reddy. The meeting started by welcoming all the members of IQAC by the Coordinator Prof. T.V. Surendranatha Reddy.

The meeting concluded with the following points:

- Minutes of the previous meeting were confirmed.
- Analyze the reports of student feedback on faculty and course outcomes .A brief report is submitted to respective head of the departments.
- Faculty Quality improvement programs to be conducted regularly to improve the overall quality of teaching and enhance the teaching learning experience.
- To ensure that effective mentoring sessions being conducted for students by their respective mentors.
- Faculty self appraisal forms being collected for conducting API meeting to assess the faculty performance.

The following members attended the meeting:

1. Dr. S. Sudhakara Reddy (Chairperson) *pm*
2. Mr. Sri. P. Praveen Reddy (Management Member) *PR*
3. Dr. P. Rajasekhara (HOD, CIVIL) *raj*
4. Dr. P. Sankara Babu (HOD, EEE) *Sankar*
5. Mr. V. Narasimha Reddy (HOD, ME) *Narasimha*
6. Dr. M. J.C.Prasad (HOD, ECE) *J.C.Prasad*
7. Mr. P. Santosh Reddy (HOD, CSE) *Santosh*
8. Mr. V.Satish Kumar (HOD, IT) *V.Satish*
9. Mr. A. Ravindra (HOD, MINING) *A.Ravindra*
10. Dr. D. Sudha Rani (HOD, H&S) *Sudha*
11. Mr. D. Mohan Rao (HOD, MBA) *Mohan Rao*
12. Mr. D. Srikanth (IQAC Coordinator, CIVIL) *Srikanth*

13. Mr. T.Sanjeeva Rao (IQAC Coordinator, EEE)

14. K. Lakshman Reddy (IQAC Coordinator ME)

15. N. Pandu Ranga Reddy (IQAC Coordinator, ECE)

16. Mr. S. Ajay Kumar (IQAC Coordinator, CSE)

17. Mr. M Thukaram Reddy (IQAC Coordinator, IT)

18. M. Balanji Reddy (IQAC Coordinator MBA)

19. Dr. T.V. Surendranatha Reddy.(IQAC Director)

Dr. T.V. Surendranatha Reddy
(IQAC Director)

S. No	Plan of Action	Achievement
1	Planned to collect API score forms for the Academic Year (2014-2015)	API forms are collected from all the faculty to assess the faculty performance on various aspects.



MALLA REDDY ENGINEERING COLLEGE
(AUTONOMOUS)

Maisammaguda, Dhulapally Post via Kompally-500100

INTERNAL QUALITY ASSURANCE CELL

Action Taken Report for the Meeting Conducted on 02-06-2015

S. No	Plan of Action	Achievement
1.	Planned to collect API score forms for the Academic Year (2014-2015)	API forms are collected from all the faculty to assess the faculty performance on various aspects.

Dr. T.V. Surendranatha Reddy
(IQAC Director)