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MREC(A)/IQAC/2015-16/01

01 June 2015

IQAC Meeting

Agenda

- 1. Brief introduction and welcome to the members to the meeting.
- 2. Review of the Action Taken Report on the agenda of the previous IQAC meeting.
- 3. Academic calendar for the III B. Tech. and IV B. Tech.
- 4. Identification of events to be celebrated during the first semester
- 5. Review of FDPs, conferences and workshops planned
- 6. Academic feedback planning

Minutes of the Meeting

- 1. Dr. T. V. Surendranatha Reddy, Coordinator, IQAC welcomed all the participants to the meeting with a brief introduction of all the participants.
- 2. Members present in the meeting reviewed the action taken report on the agenda of the previous IQAC meeting.
- 3. The class work for the III B. Tech. and IV B. Tech. commences from 15 June 2015. The academic calendar for the academic year 2015 16 for these two years of study is approved. The class work for the I B. Tech., II B. Tech., I M. B. A. and I M. Tech. will be scheduled as per the instructions of the TSCHE/Govt. of Telangana/JNTUH.
- 4. Events to be celebrated during the first semester like International day of yoga, Independence Day etc and their coordinators are identified.
- 5. Heads of various departments appraised the preparations going on for the FDPs, conferences, workshops etc organized by their department during this semester. Principal gave few suggestions in properly organizing these events.
- 6. All the members present, agreed to collect academic feedback and syllabus completion report from the students during the V/VI week of the first semester.
- 7. All the members present agreed to conduct the next IQAC meeting on 20 08 2015.

Coordinator, IQAC (Dr. T. V. Surendranatha Reddy)

S.No.	Name and designation	Role in the IQAC	Signature
1	Dr. S. Sudhakara Reddy, Principal	Chairman	Anz
2	Mr. P. Praveen Reddy,	Management	001
2	Member, CMR Educational Society	Representative	100
3	Dr. P. Rajasekhar, HoD, CE	Member	Rest
4	Prof. P. Sankar Babu, HoD, EEE	Member	3
5	Prof. V. Narasimha Reddy, HoD, ME	Member	Next
6	Dr. M. J. C. Prasad, HoD, ECE	Member	Te III
7	Dr. Md. Masthan, HoD, CSE	Member	Mad
8	Prof. V. Satish Kumar, HoD, IT	Member	IV
9	Dr. P. Gnaneshwar, HoD, Mining	Member	Con-A
10	Dr. D. Sudha Rani, HoD, English	Member	Sulf
11	Prof. P. Kalyan Kumar, HoD, Mathematics	Member	P.M
12	Dr. V. Dhanunjana Chari, HoD, Physics	Member	v. oly
13	Dr. S. Kondaiah, HoD, Chemistry	Member	Yes
14	Prof. D. Mohan Rao, HoD, MBA	Member	Than
15	Dr. M. Kameshwara Rao, Controller of Examinations	Member	fid _
16	Mr. V. Venkateswara Reddy, TPO	Member	VIII
17	Mr. P. B. Aditya Varma, Physical Director	Member	Atim
18	Dr. C. Srinivas Gupta, Professor, Dept. of CE	Member	SH
19	Dr. K. Jayanna, Professor, Dept. of EEE	Member	Jay
20	Dr.Rami Reddy Satyanarayana Reddy, Professor, Dept. of ME	Member	Ja
21	Dr. Kesavan Gopal, Professor, Dept. of ECE	Member	Let
22	Prof. R. S. Muralinath, Professor, Dept. of CSE	Member	M
23	Prof. P.V. Ramana Murthy, Professor, Dept. of CSE, TEQIP coordinator	Member	AN TROM
24	Mr. A. V. S. Srinivas, Librarian	Member	Dan-
25	Mr. A. Suresh Kumar, Office Superintendent	Member	SA
26	Mr. A. Dayanand Reddy, MD, Vasantha Tool Crafts, Pvt Ltd.	Industry representative	Drady
27	Mysigari Sreenivas, Sarpanch, Bahadurpally	Local Society	Sur
28	Dr. T. V. Surendranatha Reddy, IQAC Coordinator	Member Secretary	JUND)



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Maisammaguda (H), Medchal-Malkajgiri District, Secunderabad,

Telangana State – 500100, www.mrec.ac.in

Internal Quality Assurance Cell

Action taken report for the meeting conducted on 01 June 2015

S.No.	Plan of action	Achievement		
1,	Commencement of class work	 Class work for III and IV B. Tech. commenced as per the schedule on 15 June 2015. The class work for I and II B. Tech. commenced from 01 Aug 2015 and 11 Aug 2015 respectively. 		
2	Celebration of events	 International day of yoga is celebrated on 21 June 2015 while the Independence Day is celebrated on 15 Aug 2015. Anti ragging awareness is conducted on 18 Aug 2015 A seminar on pollutants in construction and mining fields is conducted on 19 Aug 2015. Students' Project Expo Vishesh 2k15 is scheduled on the occasion of Engineers' day on 15 Sep 2015. The ground work for this event just started. 		
3	Feedback	 Academic feedback from the students of III B. Tech. and IV B. Tech. is collected as per the schedule. The collected feedback is analyzed and the faculty who got lesser feedback is counseled by the concerned HoD. Similar practice will be adopted in the case of students of other programmes and other years of study at appropriate time. 		



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MREC(A)/IQAC/2015-16/02

20 Aug 2015

IQAC Meeting

Agenda

- 1. Brief introduction and welcome to the members to the meeting.
- 2. Review of the Action Taken Report on the agenda of the previous IQAC meeting.
- 3. Review of academic calendar for I B. Tech., II B. Tech., I. M. B. A., II M. B.A. and I M. Tech.
- 4. Review of III and IV B. Tech. students' performance in the first mid exam Planning remedial classes.
- 5. Procurement / repair and maintenance of lab equipment for the next semester
- 6. Review of academic feedback collected, its analysis and action taken report

Minutes of the Meeting

- 1. Dr. T. V. Surendranatha Reddy, Coordinator, IQAC welcomed all the participants to the meeting with a brief introduction of all the participants.
- 2. Members present in the meeting reviewed the action taken report on the agenda of the previous IQAC meeting.
- 3. The class work for I B. Tech. commenced on 01 Aug 2015 while that for the II B. Tech. commenced from 11 Aug 2015 onwards. The academic calendars for these two years of study are approved. The class work for I M. B. A. and I M. Tech. is likely to commence from the second week of September 2015.
- 4. The I Mid exams for the III B. Tech. and IV B. Tech. students concluded on 13 Aug 2015. The answer scripts are evaluated and the marks are tabulated. The members reviewed the performance of the students in all the subjects. Principal advised all the HoDs to identify the subject of poorest performance and conduct remedial classes to the students. Also a suggestion is made to conduct a session by expert faculty from outside, if required.
- 5. It is decided to plan for the repair and maintenance of lab equipment pertaining to the laboratories to be conducted in the even semester. Also the HoDs are advised to submit the proposals for procurement of new equipment wherever necessary.
- 6. The members present, reviewed the analysis of the collected academic feedback and the action taken report. Principal advised the HoDs to counsel the faculty members who got poor feedback.
- 7. All the members present, agreed to conduct the next IQAC meeting on 27-10-2015.

(Dr. T. V. Surendranatha Reddy)

S.No.	Name and designation	Role in the IQAC	Signature
1	Dr. S. Sudhakara Reddy, Principal	Chairman	Jes .
	Mr. P. Praveen Reddy,	Management	001
2	Member, CMR Educational Society	Representative	J-V-
3	Dr. P. Rajasekhar, HoD, CE	Member	Red
4	Prof. P. Sankar Babu, HoD, EEE	Member	1
5	Prof. V. Narasimha Reddy, HoD, ME	Member	Navo
6	Dr. M. J. C. Prasad, HoD, ECE	Member	120
7	Dr. Md. Masthan, HoD, CSE	Member	Aud
8	Prof. V. Satish Kumar, HoD, IT	Member	The same of the sa
9	Dr. P. Gnaneshwar, HoD, Mining	Member	CA
10	Dr. D. Sudha Rani, HoD, English	Member	Saul
11	Prof. P. Kalyan Kumar, HoD, Mathematics	Member	. P.O.
12	Dr. V. Dhanunjana Chari,	Member	W-De 12
	HoD, Physics Dr. S. Kondaiah, HoD, Chemistry	Member	lay
13		Member	Tol
14	Prof. D. Mohan Rao, HoD, MBA Dr. M. Kameshwara Rao, Controller of Examinations	Member	Xd
16		Member	Lei
16	Mr. V. Venkateswara Reddy, TPO	Michiger	ARY
17	Mr. P. B. Aditya Varma, Physical Director	Member	Nu -
18	Dr. C. Srinivas Gupta, Professor, Dept. of CE	Member	8
19	Dr. K. Jayanna, Professor, Dept. of EEE	Member	Jul
20	Dr.Rami Reddy Satyanarayana Reddy, Professor, Dept. of ME	Member	Hot .
21	Dr. Kesavan Gopal, Professor, Dept. of ECE	Member	Key
22	Prof. R. S. Muralinath, Professor, Dept. of CSE	Member	A '
23	Prof. P. V. Ramana Murthy, Professor, Dept. of CSE, TEQIP coordinator	Member	forth.
- 24	Mr. A. V. S. Srinivas, Librarian	Member	John -
25	Mr. A. Suresh Kumar, Office Superintendent	Member	\$
26	Mr. A. Dayanand Reddy, MD, Vasantha Tool Crafts, Pvt Ltd.	Industry representative	Denidy
27	Mysigari Sreenivas, Sarpanch, Bahadurpally	Local Society	Cont
28	Dr. T. V. Surendranatha Reddy, IQAC Coordinator	Member Secretary	(NO



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Internal Quality Assurance Cell

Action taken report for the meeting conducted on 20 August 2015

S.No.	Plan of action	Achievement
1.2	Mid Exams performance evaluation	 The first mid exams of III B. Tech. and IV B. Tech students concluded on 13 Aug 2015. HoDs presented the details of the students' performance and the remedial actions planned to help the poorly performed students.
2	Repair and maintenance of labs pertaining to the even semester	• The concerned laboratories in - charge identified the equipment for the repair / maintenance. The task will be completed during the end semester examinations.



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MREC(A)/IQAC/2015-16/03

27 Oct 2015

IQAC Meeting

Agenda

- 1. Brief introduction and welcome to the members to the meeting.
- 2. Review of the Action Taken Report on the agenda of the previous IQAC meeting.
- 3. Identification of events to be celebrated during the even semester.
- 4. Review of FDPs, Conferences, FDPs and Workshops planned in the even semester.
- 5. Academic feedback planning.
- 6. Identification of vacancies and filling them up.

Minutes of the Meeting

- 1. Dr. T. V. Surendranatha Reddy, Coordinator, IQAC welcomed all the participants to the meeting with a brief introduction of all the participants.
- 2. Members present in the meeting reviewed the action taken report on the agenda of the previous IQAC meeting.
- 3. Events to be celebrated during the second semester like Sankranthi samburalu, Women's day, Akshara etc and their coordinators are identified.
- 4. Heads of various departments appraised the preparations going on for the FDPs, conferences, workshops etc organized by their department during this semester. Principal gave few suggestions in properly organizing these events.
- 5. It is unanimously decided by the members present, to collect the academic feedback and the syllabus coverage during the V / VI week of the even semester.
- 6. All the HoDs are requested to identify the vacancies in their respective departments and make the necessary arrangements to select the deserved candidates.
- 7. All the members present, agreed to conduct the next IQAC meeting on 04-02-2016.

Coordinator, IQAC (Dr. T. V. Surendranatha Reddy)

S.No.	Name and designation	Role in the IQAC	Signature
1	Dr. S. Sudhakara Reddy, Principal	Chairman	M
2	Mr. P. Praveen Reddy,	Management	
2	Member, CMR Educational Society	Representative	J-120
3	Dr. P. Rajasekhar, HoD, CE	Member	Pret
4	Prof. P. Sankar Babu, HoD, EEE	Member	Stund
5	Prof. V. Narasimha Reddy, HoD, ME	Member	Nove
6	Dr. M. J. C. Prasad, HoD, ECE	Member	The
7	Dr. Md. Masthan, HoD, CSE	Member	Auth
8	Prof. V. Satish Kumar, HoD, IT	Member	NA .
9	Dr. P. Gnaneshwar, HoD, Mining	Member	G
10	Dr. D. Sudha Rani, HoD, English	Member	Sit
11	Prof. P. Kalyan Kumar, HoD, Mathematics	Member	1.0
12	Dr. V. Dhanunjana Chari, HoD, Physics	Member	v. och
13	Dr. S. Kondaiah, HoD, Chemistry	Member	Kou
14	Prof. D. Mohan Rao, HoD, MBA	Member	TO THE
15	Dr. M. Kameshwara Rao, Controller of Examinations	Member	H
16	Mr. V. Venkateswara Reddy, TPO	Member	West
17	Mr. P. B. Aditya Varma, Physical Director	Member	Tiv
18	Dr. C. Srinivas Gupta, Professor, Dept. of CE	Member	Set
19	Dr. K. Jayanna, Professor, Dept. of EEE	Member	Jar
20	Dr.Rami Reddy Satyanarayana Reddy, Professor, Dept. of ME	Member	Bet
21	Dr. Kesavan Gopal, Professor, Dept. of ECE	Member	Key
22	Prof. R. S. Muralinath, Professor, Dept. of CSE	Member	DA
23	Prof. P. V. Ramana Murthy, Professor, Dept. of CSE, TEQIP coordinator	Member	prote.
24	Mr. A. V. S. Srinivas, Librarian	Member	My m.
25	Mr. A. Suresh Kumar, Office Superintendent	Member	Syl
26	Mr. A. Dayanand Reddy, MD, Vasantha Tool Crafts, Pvt Ltd.	Industry representative	Drady
27	Mysigari Sreenivas, Sarpanch, Bahadurpally	Local Society	Sur
2.8	Dr. T. V. Surendranatha Reddy, IQAC Coordinator	Member Secretary	CINCO O



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Internal Quality Assurance Cell

Action taken report for the meeting conducted on 27 October 2015

S.No.	Plan of action	Achievement		
		 The events like Sankranthi Samburalu, National youth day are successfully celebrated. 		
1.	Celebration of events	• National level students' techno cultural fest Akshara 2k16 is yet to be conducted in the month of March. The groundwork for the event is started.		
2	Feedback	 Academic feedback from the students of III B. Tech. and IV B. Tech. is collected as per the schedule. The collected feedback is analyzed and the faculty who got lesser feedback is counseled by the concerned HoD. Similar practice will be adopted in the case of students of other programmes and other years of study at appropriate time. 		
3	Identification of vacancies	• The HoDs identified the vacancies in both teaching and non teaching positions in their respective departments with respect to the forthcoming even semester.		



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MREC(A)/IQAC/2015-16/04

04 Feb 2016

IQAC Meeting

Agenda

- 1. Brief introduction and welcome to the members to the meeting.
- 2. Review of the Action Taken Report on the agenda of the previous IQAC meeting.
- 3. Identification of students who are on the verge of detention due to lack of credits.
- 4. Review of students' performance in the first mid exam planning remedial classes.
- 5. Procurement / repair and maintenance of lab equipment for the next semester
- 6. Certification courses for the students
- 7. Identification of vacancies and filling them up.

Minutes of the meeting

- 1. Dr. T. V. Surendranatha Reddy, Coordinator, IQAC welcomed all the participants to the meeting with a brief introduction of all the participants.
- 2. Members present in the meeting reviewed the action taken report on the agenda of the previous IQAC meeting.
- 3. The Principal advised the HoDs to identify the students in all the years of study who are on the verge of detention owing to lack of credits and to counsel both the student and their parents regarding the detention. Also the Principal advised the HoDs to extend the possible academic guidance to such students so as to overcome the detention problem.
- 4. The I Mid exams for the III B. Tech. and IV B. Tech. students concluded on 28 Jan 2016. The answer scripts are evaluated and the marks are tabulated. The members reviewed the performance of the students in all the subjects. Principal advised all the HoDs to identify the subject of poorest performance and conduct remedial classes to the students. Also a suggestion is made to conduct a session by expert faculty from outside, if required.
- 5. It is decided to plan for the repair and maintenance of lab equipment pertaining to the laboratories to be conducted in the first semester in the academic year 2016 17. Also the HoDs are advised to submit the proposals for procurement of new equipment wherever necessary.
- 6. Principal suggested the HoDs to plan short term certification courses for the students during the summer vacation or a couple of weeks prior to the beginning of the next academic year.
- 7. All the HoDs are requested to identify the vacancies in their respective departments and make the necessary arrangements to select the deserved candidates.
- 8. All the members present, agreed to conduct the next IQAC meeting on 06-06-2016.

Coordinator, IQAC (Dr. T. V. Surendranatha Reddy)

.No.	Name and designation	Role in the	Signature
1	Du C Cudhalana Dadda Duinainal	IQAC Chairman	h-n
1	Dr. S. Sudhakara Reddy, Principal Mr. P. Praveen Reddy,	Management	
2	Member, CMR Educational Society	Representative	J-DD
3	Dr. P. Rajasekhar, HoD, CE	Member	Q.A
4	Prof. P. Sankar Babu, HoD, EEE	Member	tunk
5	Prof. V. Narasimha Reddy, HoD, ME	Member	Na.
6	Dr. M. J. C. Prasad, HoD, ECE	Member	TC
7	Dr. Md. Masthan, HoD, CSE	Member	Au
8	Prof. V. Satish Kumar, HoD, IT	Member	M
9	Dr. P. Gnaneshwar, HoD, Mining	Member	GA
10	Dr. D. Sudha Rani, HoD, English	Member	Sie
11	Prof. P. Kalyan Kumar, HoD, Mathematics	Member	0.00
12	Dr. V. Dhanunjana Chari, HoD, Physics	Member	voen
13	Dr. S. Kondaiah, HoD, Chemistry	Member	Ketal
14	Prof. D. Mohan Rao, HoD, MBA	Member	the
15	Dr. M. Kameshwara Rao, Controller of Examinations	Member	KA
16	Mr. V. Venkateswara Reddy, TPO	Member	Var
17	Mr. P. B. Aditya Varma, Physical Director	Member	Min
18	Dr. C. Srinivas Gupta, Professor, Dept. of CE	Member	Sof
19	Dr. K. Jayanna, Professor, Dept. of EEE	Member	(Pay
20	Dr.Rami Reddy Satyanarayana Reddy, Professor, Dept. of ME	Member	Part
21	Dr. Kesavan Gopal, Professor, Dept. of ECE	Member	Key
22	Prof. R. S. Muralinath, Professor, Dept. of CSE	Member	M
23	Prof. P. V. Ramana Murthy, Professor, Dept. of CSE, TEQIP coordinator	Member	ANTS.
24	Mr. A. V. S. Srinivas, Librarian	Member	Agar-
25	Mr. A. Suresh Kumar, Office Superintendent	Member	SA
26	Mr. A. Dayanand Reddy, MD, Vasantha Tool Crafts, Pvt Ltd.	Industry representative	Theonly
27	Mysigari Sreenivas, Sarpanch, Bahadurpally	Local Society	Son
28	Dr. T. V. Surendranatha Reddy, IQAC Coordinator	Member Secretary	TURB



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Internal Quality Assurance Cell

Action taken report for the meeting conducted on 04 February 2016

S.No.	Plan of action	Achievement
1.	Identification of students who are on the verge of detention	 The students who are on the verge of detention due to lack of credits are identified by the concerned HoDs. Those students are counseled and advised to approach the respective subject faculty member for academic guidance
2.	Mid Exams performance evaluation	 The first mid exams of III B. Tech. and IV B. Tech students concluded on 28 Jan 2016. HoDs presented the details of the students' performance and the remedial actions planned to help the poorly performed students.
3.	Repair and maintenance of labs pertaining to the first semester of the academic year 2016 - 17.	• The concerned laboratories in - charge identified the equipment for the repair / maintenance. The task will be completed during the end semester examinations.
4.	Identification of vacancies	• The HoDs identified the vacancies in both teaching and non teaching positions in their respective departments with respect to the forthcoming academic year 2016 - 17.



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MREC(A)/IQAC/2015-16/05

15 April 2016

IQAC Meeting

Agenda

- 1. Revision of academic calendar due to scorching Sun.
- 2. Campus Recruitment Training (CRT) for the IV year I sem Students of 2016 17 academic year

Minutes of the Meeting

- Owing to the sudden onset of scorching Sun, the members present decided to declare summer vacation to the I B. Tech.., II B. Tech., I M. B. A. II M. B. A. and I M. Tech. students from 27 April 2016 to 05 June 2016. Accordingly the academic calendar has been revised.
- 2. Principal requested the HoDs to identify the students in the III year II semester, who are interested and eligible for Campus Placements. CRT classes will be conducted for these students from 01 June 2016 to 18 June 2016. Dean, Training and Placement Office is requested to plan and coordinate these classes.
- 3. All the members present, agreed to conduct the next IQAC meeting on 06-06-2016.

Coordinator, TOAC
(Dr. T. V. Surendranatha Reddy)

S.No.	Name and designation	Role in the IQAC	Signature
1	Dr. S. Sudhakara Reddy, Principal	Chairman	180
2	Mr. P. Praveen Reddy,	Management	
2	Member, CMR Educational Society	Representative	111
3	Dr. P. Rajasekhar, HoD, CE	Member	Root
4	Prof. P. Sankar Babu, HoD, EEE	Member	Show
5	Prof. V. Narasimha Reddy, HoD, ME	Member	Narv
6	Dr. M. J. C. Prasad, HoD, ECE	Member	TO
7	Dr. Md. Masthan, HoD, CSE	Member	AAU
8	Prof. V. Satish Kumar, HoD, IT	Member	me-
9	Dr. P. Gnaneshwar, HoD, Mining	Member	CA
10	Dr. D. Sudha Rani, HoD, English	Member	\$10
	Prof. P. Kalyan Kumar,		011/
11	HoD, Mathematics	Member	1.10
12	Dr. V. Dhanunjana Chari, HoD, Physics	Member	vol
13	Dr. S. Kondaiah, HoD, Chemistry	Member	Lion
14	Prof. D. Mohan Rao, HoD, MBA	Member	Ton
15	Dr. M. Kameshwara Rao, Controller of Examinations	Member	Kul
16	Mr. V. Venkateswara Reddy, TPO	Member	Varet
17	Mr. P. B. Aditya Varma, Physical Director	Member	MIN
18	Dr. C. Srinivas Gupta, Professor, Dept. of CE	Member	SA
19	Dr. K. Jayanna, Professor, Dept. of EEE	Member	Jul
20	Dr.Rami Reddy Satyanarayana Reddy, Professor, Dept. of ME	Member	Per
21	Dr. Kesavan Gopal, Professor, Dept. of ECE	Member	Ke
22	Prof. R. S. Muralinath, Professor, Dept. of CSE	Member	M
23	Prof. P. V. Ramana Murthy, Professor, Dept. of CSE, TEQIP coordinator	Member	purda
24	Mr. A. V. S. Srinivas, Librarian	Member	Am
25	Mr. A. Suresh Kumar, Office Superintendent	Member	SH
26	Mr. A. Dayanand Reddy, MD, Vasantha Tool Crafts, Pvt Ltd.	Industry representative	Doeddy
27	Mysigari Sreenivas, Sarpanch, Bahadurpally	Local Society	San
28	Dr. T. V. Surendranatha Reddy, IQAC Coordinator	Member Secretary	(nt