



MALLA REDDY ENGINEERING COLLEGE (AUTONOMOUS)

(UGC Autonomous Institution, Approved by AICTE, New Delhi & Affiliated to JNTUH, Hyderabad). Accredited 2nd time by NAAC with 'A' Grade, Maisammaguda (H), Medchal-Malkajgiri District, Secunderabad, Telangana State – 500100, www.mrec.ac.in

MREC(A)/IQAC/2020-21/02

16.12.2020

MINUTES OF THE MEETING

Convenor of the Meeting	IQAC Coordinator
Members Present	Dr. A. Raveendra, Mr. P. Praveen Reddy, Dr. S. Uday Bhaskar, Dr. HaleshKoti, Dr. G. Hema Reddy, Dr. M. S. Venkatramayya, Dr. Rishikanth, Dr. J. Selwyn Babu, Dr. Yogesh Madaria, Dr. Madhu Babu Sikha, Dr. R. P. Ram Kumar, Dr. Kannan Shanmugam, Dr. K. Srinivas, Dr. T. V. Surendranatha Reddy, Prof. S. Saroja, Dr. P. Anji Reddy, Dr. K. Anil Kumar, Dr. A.V. Sudhakara Reddy, Ms. T. Sai Keerthi, Mr. Poranla Venu Gopal, Mr. P.C.S. Nivas, Mr. Amaralingeswara Rao Kaka, Dr. N. Rajeswaran
Date of Meeting	16.12.2020
Time of Meeting	02.00 PM
Venue	Conference Hall

Objectives of the Meeting: To discuss IQAC activities and responsibilities of Committee members for AY. 2020-21.

Agenda:

1. Discussion on the IQAC activities for the AY 2020-21
2. Reviewing the Quality Policies
3. To apply for NIRF, ARIIA, NAAC and NBA
4. Regular Monitoring the Online Classes and facilities provided.
5. To consider and approve the Action Taken Report on the decisions taken in the previous meeting of the IQAC held on 05.08.2020.
6. Annual Increment based on Performance Appraisal

Action Taken Report:


Action Taken Report on the resolutions made in the IQAC meeting held on 05.08.2020. The Action Taken report on the resolutions of IQAC meeting are presented to the members by Dr. N. Rajeswaran, Coordinator, IQAC

Sl.No.	Name of the Item	Action Taken
1	After announcement by JNTUH regarding conduction of the previous semester continuous internal	Continuous Internal Evaluation (CIE) was conducted successfully on online and Offline mode. Semester End

	evaluation(CIE) and semester end examinations (SEE) for the AY 2019-20 for UG and PG Programs then institution will conduct all exams as per schedule. (Agenda item No.4)	Examinations are conducted on offline mode by taking all COVID-19 precautions.
2.	Members were requested to form statutory committee with differentiate to non-statutory committee for the AY 2020-21. (Agenda item No.4)	All statutory and non-statutory committee for the AY 2020-21 has been re-constituted.
3.	Owing to the outbreak of COVID19 pandemic and as per the guidelines of both the central and state governments, it has been decided to conduct the class work and examinations of all the programmes (both UG and PG) with online platform until unless announcement for conduction of physical classes. (Agenda item No.9)	On line classes for both UG and PG programmes conducted through mrecacademic.
4.	During Lockdown Period, faculty members and students are advised to utilize time to concentrate on research activities like attending FDPs, STTPs, Workshops, NPTEL, Coursera, Seminars, conferences, publishing Research papers in peer reviewed Journals, SCOPUS, SCI, WoS, and patents (Agenda item No.10)	More than 300+ FDP /STTP /Workshops Participated by our College faculty and all certificated uploaded in mrecacademics faculty portal More than 500 + NPTEL and Coursera Certificates by our College faculty and all certificated uploaded in mrecacademics faculty portal. 100+ publications in peer reviewed Journals, SCOPUS, SCI, WoS, and patents

SLNo.	Points Discussed	Responsibility
1.	Dr. N. Rajeswaran, IQAC Coordinator welcomed the gathering and Briefed out the objective of the meeting.	-
2.	Dr. N. Rajeswaran briefed about the re-compositions of IQAC committee for AY 2020-21.	IQAC Coordinator
3.	Members present in the meeting reviewed the action taken report on the agenda of the previous IQAC meeting conducted on 05.08.2020 and approved it.	IQAC Coordinator
4.	The Principal instructed the members of IQAC to complete the Application process for NIRF, ARIIA, NBA and NAAC before April 2021	IQAC Coordinator
5.	The Dr. Rishikanth (UGC coordinator), gave a presentation on UGC Final Submission report.	UGC coordinator
6.	All the Heads of the Departments have presented their PPTs prepared for the NBA Peer Team Inspection before the Principal and IQAC Coordinator. In this connection, the Principal has suggested few modifications to be incorporated in the presentations to project the institutes strengths in better way.	HoDs

7.	The Principal nominated a committee with five members to study and complete the registration process of NIRF	NIRF Committee
8.	The Principal nominated a committee with three members to study and complete the registration process of ARIIA	ARIIA Committee
9.	The Principal nominated the two criterion heads with nine-member team for each of the NAAC Criteria for the preparation of NAAC SSR	IQAC Coordinator
10.	The Principal has nominated a committee with three members for coordinate the overall NAAC process.	IQAC Coordinator
11.	The Principal nominated a committee with six members to analyze the Performance Appraisal Report for both Teaching and Non-Teaching staff for annual increment. The committee has to prepare the final list of staff based on appraisal and need to submit their recommendations to Principal.	Dean Academics
12.	All Hods are requested to monitor the Online Classes held for UG and PG Programs through mrecacademics portal.	Dean Academics
13	The Principal instructed the Dean R&D to prepare and submit the list of eligible faculties for receiving honorarium as per our college R&D Policy.	Dean R&D


 Coordinator, IQAC
 (Dr. N. Rajeswaran)