ACADEMIC YEAR 2024-2025

MALLA REDDY ENGINEERING COLLEGE



(An UGC Autonomous Institution, Approved by AICTE, New Delhi & Affiliated to JNTUH, Hyderabad Maisammaguda(H), Medchal - Malkajgiri District, Secunderabad, Telangana State – 500100, www.mrec.ac.in



Date: 01-04-2024

Ref.: MREC/IQAC/Committee/

Proceedings of the Principal, Malla Reddy Engineering College

Sub: Constitution of the IQAC Committee for the Academic Year 2024-2025

The Principal, Malla Reddy Engineering College, is pleased to constitute the **IQAC Committee** for the Academic Year **2024-2025** with the following composition:

Composition of IQAC Committee - AY 2024-25

SI. No.	Role	Designation	Name
1.	Chairman	Head of the Institute	Dr. A. Ramaswami Reddy, Principal, MREC
2	Member	Members from Management	Mr. P. Praveen Reddy, Director, MRGI
3.	Members	Senior administrative officers	Dr. S. Udaya Bhaskar, Dean Academics
			Dr. A. Raveendra, HoD, ME
	E#		
			Dr. M. Devarajan, HOD, ECE
		Teachers to Represent All Levels	
4.	Members		Dr. B. Sridhar Babu, Professor, MECH
			Dr. Raja ReddyDuvvuru, Associate Professor, EEE
			Dr. C. Silpa, Associate Professor, ECE
			Dr. K. Sunil, Associate Professor, H&S
			Dr. Halesh Koti, CoE
		Local Society	Grama Panchayat, Sarpanch, Gundlapochampally.
			Chiluka Padmasri II B. Tech. (MECH)
	Nominee Students B. Shruthi, III B. Tech. (EEE)	B. Shruthi, III B. Tech. (EEE)	
5.	from		tive Dr. S. Udaya Bhaskar, Dean Academics Dr. V. Madhusudhan Reddy, Dean, H&S Dr. A. Raveendra, HoD, ME Dr. B. Sudharshan Reddy, HoD, CE Dr. M. Kondalu, HoD, EEE Dr. M. Devarajan, HOD, ECE Dr. N. Ramanjaneyulu, HoD, MBA Dr. M. Deena Babu, HoD, IT Dr. B. Sridhar Babu, Professor, MECH Dr. Raja ReddyDuvvuru, Associate Professor, EEE Dr. C. Silpa, Associate Professor, H&S Dr. A. Srinivasa Rao, TPO Dr. T. Srinivas Reddy, Dean MIC Dr. Halesh Koti, CoE Grama Panchayat, Sarpanch, Gundlapochampally. Chiluka Padmasri II B. Tech. (MECH) B. Shruthi, III B. Tech. (EEE) Merugu Shashreek III B.Tech. (ECE) Mr. PoranlaVenu Gopal, Site Engineer, Vasant Technocrats Pvt. Ltd. mrs. Mr. P.C.S. Nivas, Lead L & D Head Campus Connect, INFOSYS, F. Mr. Amaralingeswara Rao Kaka, Lab Services Leader, IBM India Private Limited, Bangalore-560045.
		Alumni	
-		Employers	Mr. P.C.S. Nivas, Lead L & D Head Campus Connect, INFOSYS, Hyd.
6.	Nominee	Industrialists /	Mr. Amaralingeswara Rao Kaka, Lab Services Leader,
	from	Stakeholders	IBM India Private Limited, Bangalore-560045.
7	Member Secretary	Dean IQAC	Dr. T. Rajesh, Professor, EEE

CC To:

1. All Members

2. File



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Malla Reddy Engineering College

Maisammaguda, Dhulapally,

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CIRCULAR

Date: 04/05/2024

To ensure quality culture as the prime concern for our Institution, the IQAC has been reconstituted with new members for the academic year 2024 - 25 based on the guidelines given by National Accreditation and Assessment Committee (NAAC). The IQAC meeting for this academic year is scheduled on 06.05.2024, 2.00 PM in IQAC-conference room. All the members are requested to attend the meeting and share your valuable suggestions.

Encl.

Reconstituted IQAC Members List.

Copy to:

- 1) IQAC Coordinator
- 2) All HOD's & Dean's
- 3) All IQAC Members
- 4) PA to principal for filing.



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MREC(A)/IQAC/2024-25/01

06.05.2024

MINUTES OF THE MEETING

Convenor of the Meeting	IQAC Coordinator
Members Present	Dr. A. Ramaswami Reddy, Mr. P. Praveen Reddy, Dr. S. Udaya Bhaskar, Dr. V. Madhusudhan Reddy, Dr. A. Raveendra, Dr. B. Sudharshan Reddy, Dr. M. Kondalu, Dr. M. Devarajan, Dr. N. Ramanjaneyulu, Dr. M. Deena Babu, Dr. T. Rajesh, Dr. D. Raja Reddy, Dr. K.Sunil, Dr. C.Silpa, Dr. Sridhar Babu, Dr. T.Srinivas Reddy, Dr. Halesh Koti, Dr. A. Srinivasa Rao
Date of Meeting	06.05.2024
Time of Meeting	02.00 PM
Mode	IQAC-Conference Room

Objectives of the Meeting: To discuss IQAC activities and responsibilities of Committee members for AY. 2024-25.

Agenda:

- 1. Discussion on the IQAC activities for the AY 2024-25
- 2. Reviewing the Quality Policies
- 3. Formation of different statutory and non-statutory committees in college.
- 4. Academic calendar for B. Tech, M. Tech and M B A
- 5. To consider and approve the Action Taken Report on the decisions taken in the previous meeting of the IQAC held on 10-01-2024.
- 6. NAAC AQAR Status
- 7. Department SWOC and 5 Years Strategic Plan
- 8. OBE Ranking 2024 Application Submission
- 9. AICTE MARGDHARSHAN Scheme status
- 10. IT and MBA Department-NBA File Verification.
- 11. AAA Audit for 2023-24
- 12. Accreditation of NBA for MBA & IT Departments

Sl. No.	Points Discussed	Responsibility
1.	Dr. T. Rajesh, IQAC Coordinator welcomed the gathering and Briefed out the objective of the meeting.	
2.	Dr. T. Rajesh briefed about the re-compositions of IQAC committee for AY 2024-25.	
3.	Members present in the meeting reviewed the action taken report on the agenda of the previous IQAC meeting conducted on 10-01-2024.	IQAC Coordinator
4.	Discussion on Academic calendar for B. Tech, M. Tech and M B A for upcoming Academic year Academic	
5.	Dr. T. Rajesh, updated about NAAC AQAR submission Status	IQAC Coordinator
6.	Instructions for Department SWOC analysis and 5 Years Strategic Plan and submission date.	IQAC Coordinator
7.	Dr. T. Rajesh, updated about OBE Ranking – 2024 Application Submission	IQAC Coordinator
8.	Dr. T. Rajesh, briefed about AICTE MARGDHARSHAN Scheme status, MREC as a Mentor institute.	IQAC Coordinator
9.	A detailed Plan for research projects for coming Academic year was Mapped.	Dean Academics
10.	Schedule was given for Internal quality audit of all Central facilities for 2023-24	IQAC Coordinator
11.	Announcement and discussion about accreditation of NBA for MBA & IT Departments	Respective HoDs

Dean, IQA (Dr. T. Rajesh)

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Maisammaguda, Dhulapally,
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Action Taken Report:

Action Taken Report on their solutions made in the IQAC meeting held on 10.01.2024. The Action Taken report on the resolutions of IQAC meeting are presented to the members by Dr. T. Rajesh, Coordinator, IQAC

Sl.No.	Name of the Item	Action Taken	
1,	The central coordinators of NIRF-2024, in 3 categories – Engineering, innovation & Overall update and present the status of completion. Also requested Admin, Exam cell and placement team to submit the data in the given prescribed NIRF format.	The required data for NIRF-2024 is collected from Admin, Exam cell and Placement team in prescribed NIRF format. All the data was analyzed as per NIRF guidelines and submitted in NIRF portal for NIRF-2024 ranking, in 3 categories – Engineering, innovation & Overall, by central coordinators of NIRF-2024	
2.	The controller of Examination presented the Result Analysis of AY: 2023-24 Odd Semester of II, III & IV Year.	departments. • Recognition program & scholarship opportunities are planned for future motivation to Top 10% Performers.	
3.	Principal advised all HoD's to add more number of paper setters & Evaluators from primer educational institutions like IIT's & NIT's.	NIIS. The Examination cent instructed at	



Principal Malla Reddy Engineering College Maisammaguda, Dhulapally, (Post Via Kompally), Sec-bad-500100.



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Date: 06.05.2024

IQAC MEETING - ATTENDANCE

1.	Dr. A. Ramaswami Reddy, Principal, MREC	No
2.	Mr. P. Praveen Reddy, Director, MRGI	DEDIL
3.	Dr. S. Udaya Bhaskar, Dean Academics	udai
4.	Dr. V. Madhusudhan Reddy, Dean, H&S	Smy
5.	Dr. A. Raveendra, HoD, ME	hend
6.	Dr. B. Sudharshan Reddy, HoD, CE	Muddy
7.	Dr. M. Kondalu, HoD, EEE	Pa_
8.	Dr. M. Devarajan, HOD, ECE	My
9.	Dr. N. Ramanjaneyulu, HoD, MBA	M
10.	Dr. M. Deena Babu, HoD, IT	H. WO
11.	Dr. D. Raja Reddy, Associate Professor, EEE	BRAN
12.	Dr. K. Sunil, Assistant Professor, H&S	* Smith
13.	Dr. C. Silpa, Associate Professor, ECE	193
14.	Dr. Sridhar Babu, Associate Professor, MECH	Silver
15.	Dr. A. Srinivasa Rao, TPO	18
16.	Dr. T.Srinivas Reddy, Dean MIC	SW
17.	Dr. Halesh Koti, CoE	dir
18.	Grama Panchayat, Sarpanch, Gundlapochampally.	lug
19.	Ms. B. Shruthi, III B. Tech. (EEE)	Shruthi
20.	Mr. Poranla Venu Gopal, Site Engineer, Vasant Technocrats Pvt. Ltd.	Q. lung
21.	Mr. P.C.S. Nivas, Lead L & D Head Campus Connect, INFOSYS,	
22.	Mr. Amaralingeswara Rao Kaka, Lab Services Leader, IBM India Private Limited, Bangalore-560045.	Any
23.	Dr. T. Rajesh, Professor, EEE	1). Jary



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CIRCULAR

Date: 09/09/2024

To ensure quality culture as the prime concern for our Institution, the IQAC is conducting meeting with all the members for the academic year 2024-25. The IQAC meeting for this academic year is scheduled on 11.09.2024, 2.00 PM in IQAC Conference room. All the members are requested to attend the meeting and share your valuable suggestions.

Copy to:

1) IQAC Coordinator

- 2) All HOD's & Dean's
- 3) All IQAC Members
- 4) PA to principal for filing.



Principal

Malla Reddy Engineering College

Maisammaguda, Dhulapally,

(Post Via Kompally), Sec-bad-500100.

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MREC(A)/IQAC/2024-25/02

11.09.2024

MINUTES OF THE MEETING

Convenor of the Meeting	IQAC Coordinator
Members Present	Dr. A. Ramaswami Reddy, Mr. P. Praveen Reddy, Dr. S. Udaya Bhaskar, Dr. V. Madhusudhan Reddy, Dr. A. Raveendra, Dr. B. Sudharshan Reddy, Dr. M. Kondalu, Dr. M. Devarajan, Dr. N. Ramanjaneyulu, Dr. M. Deena Babu, Dr. T. Rajesh, Dr. D. Raja Reddy, Dr. K.Sunil, Dr. C.Silpa, Dr. Sridhar Babu, Dr. T.Srinivas Reddy, Dr. Halesh Koti, Dr. A. Srinivasa Rao
Date of Meeting	11.09.2024
Time of Meeting	02.00 PM
Mode	IQAC-Conference Room

Objectives of the Meeting:

Agenda:

- 1. AICTE Margdarshan Status
- 2. Internal quality audit of all Central facilities
- 3. Academic Departmental Audit
- 4. Department Audit Manual
- 5. PG NBA Accreditation Timeline
- 6. UGC Extension of Autonomous Timeline
- 7. Exit and Alumni Feedback Analysis Status.
- 8. NIRF Ranking-2024
- 9. Course files verification status.
- 10. Preparation of detailed project report(DPR) for MR DTBU.

Sl. No.	Points Discussed	Responsibility
1.	Dr. T. Rajesh, IQAC Dean welcomed the gathering and Briefed out the objective of the meeting.	*
2.	Members present in the meeting reviewed the action taken report on the agenda of the previous IQAC meeting conducted on 06-05-2024.	
3.	It was decided that a status report on Margdarshan activities would be submitted by the coordinators within two weeks to ensure timely progress.	IQAC Coordinator
4.	Preparation of detailed project report(DPR) and required documents for the proposal of MR Deemed to be University	Principal & Dean IQAC

5.	The internal quality audits for all central facilities were discussed, and it was noted that audits have been completed in 60% of the central	IQAC Coordinator
	departments.	
6.	The 2023-24 audits for academic departments are to be scheduled.	IQAC
		Coordinator
7.	The draft of the Department Audit Manual was presented, and feedback	IQAC
1 2	was sought from the members. Some members recommended	Coordinator &
	incorporating additional guidelines on the use of ICT tools.	HoDs
8.	Progress on the PG-NBA accreditation process was reviewed. The	IT & MBA
	timeline for submission was set to ensure compliance with NBA	HoDs
	deadlines.	10.10
9.	The UGC extension for autonomous status was discussed. All required	IQAC
	documents are ready, and the proposal will be submitted by the deadline.	Coordinator
10.	The analysis of exit and alumni feedback was reviewed. Initial analysis	IQAC
	shows areas for improvement, particularly in skill development	Coordinator &
	initiatives.	HoDs
11.	The rank and score of NIRF-2024 was announced, Score analysis and	NIRF Nodal
	measures for next improvement was discussed	Officer
12.	The status of course file verification for all the departments and years	IQAC
	was reviewed. 75% of course files have been verified, but some	Coordinator &
	departments are lagging.	HoDs

Dean, IQAC (Dr. T. Rajesh)



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Action Taken Report:

Action Taken Report on their solutions made in the IQAC meeting held on 06.05.2024. The Action Taken report on the resolutions of IQAC meeting are presented to the members by Dr. T. Rajesh, Coordinator, IQAC

Sl.No.	Name of the Item	Action Taken
1.	Instructions for Department SWOC Analysis and 5-Year Strategic Plan Submission.	 Communication to Departments: A formal circular along with Key guidelines, format templates, and reference documents was issued to all Heads of Departments (HODs) detailing the instructions for the SWOC analysis and 5-Year Strategic Plan. Workshops and Guidance Sessions: A workshop with External experts was organized on 5th Aug 2024 regarding effective SWOC analysis and strategic planning to guide departments. Monitoring Progress: Department-wise review meetings were scheduled to monitor the progress of the SWOC analysis and plan preparation. Submission and Consolidation: Departments successfully submitted the SWOC analysis and Strategic Plan by the stipulated deadline 27th Aug 2024. The IQAC and strategic planning committee reviewed the submissions to ensure alignment with institutional goals.
2.	A detailed Plan for research projects for coming Academic year was Mapped.	 Development of Research Roadmap: A detailed research roadmap was prepared and shared with all departments. Funding Agency Identification and Proposal Submission: A list of national and international funding agencies was circulated among faculty. A target of submitting at least five

		proposals per department was set, with deadlines monitored by the research coordinators. • Workshops on writing competitive proposals were conducted by subject experts.
		 Workshops and Training: A total of 03 workshops were organized on topics like advanced research techniques, proposal drafting, and data analysis tools. Patent Filing and IPR Support:
		IPR cell with a dedicated email helpline will guide faculty and students on patent filing procedures. Formation of Interdisciplinary Research
		Groups: Interdisciplinary teams were formed by combining faculty from different departments, focusing on real-world problems.
3.	Internal quality audit of all Central facilities for 2023-24	 Physical inspections, document reviews, and interviews with facility management. Survey of students and faculty for feedback on central facilities. Library: Adjusted operating hours during peak times to improve accessibility. Additional reading areas are under consideration. Laboratories: Acquired the necessary equipment in response to identified gaps. Other Central Facilities: Examined spaces such as computer labs, Student hostels, Cafeterias,
		auditoriums, BIS, CoE, Health center, Sports Complex and other common areas for maintenance, accessibility, and safety protocols.



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Principa



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Date: 11.09.2024

IQAC MEETING - ATTENDANCE

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1,	Dr. A. Ramaswami Reddy, Principal, MREC	Max
2.	Mr. P. Praveen Reddy, Director, MRGI	D.D.R
3.	Dr. S. Udaya Bhaskar, Dean Academics	Lugie
4.	Dr. V. Madhusudhan Reddy, Dean, H&S	Ame
5.	Dr. A. Raveendra, HoD, ME	Round
6.	Dr. B. Sudharshan Reddy, HoD, CE	Rouddy
7.	Dr. M. Kondalu, HoD, EEE	The
8.	Dr. M. Devarajan, HOD, ECE	W
9.	Dr. N. Ramanjaneyulu, HoD, MBA	N.
10.	Dr. M. Deena Babu, HoD, IT	1
11.	Dr. D. Raja Reddy, Associate Professor, EEE	D. R. Redly
12.	Dr. K. Sunil, Assistant Professor, H&S	X. Smill
13.	Dr. C. Silpa, Associate Professor, ECE	09
14.	Dr. Sridhar Babu, Associate Professor, MECH	- Crivy
15.	Dr. A. Srinivasa Rao, TPO	19
16.	Dr. T.Srinivas Reddy, Dean MIC	SUL
17.	Dr. Halesh Koti, CoE	Hal
18.	Grama Panchayat, Sarpanch, Gundlapochampally.	Liling
19.	Ms. B. Shruthi, III B. Tech. (EEE)	Shruthi
20.	Mr. Poranla Venu Gopal, Site Engineer, Vasant Technocrats Pvt. Ltd.	
21.	Mr. P.C.S. Nivas, Lead L & D Head Campus Connect, INFOSYS, Hyd.	Wivers
22.	Mr. Amaralingeswara Rao Kaka, Lab Services Leader, IBM India Private Limited, Bangalore-560045.	
23.	Dr. T. Rajesh, Professor, EEE	1. Smit
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CIRCULAR

Date: 16/12/2024

To ensure quality culture as the prime concern for our Institution, the IQAC is conducting meeting with all the members for the academic year 2024-25. The IQAC meeting for this academic year is scheduled on 19.12.2024, 2.00 PM in IQAC Conference room. All the members are requested to attend the meeting and share your valuable suggestions.

Copy to:

- 1) IQAC Coordinator
- 2) All HOD's & Dean's
- 3) All IQAC Members
- 4) PA to principal for filing.



Principal
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MREC(A)/IQAC/2024-25/03

19.12.2024

MINUTES OF THE MEETING

THE COLUMN TO THE TAXABLE PARTY.			
Convenor of the Meeting IQAC Coordinator			
Members Present	Dr. A. Ramaswami Reddy, Mr. P. Praveen Reddy, Dr. S. Udaya Bhaskar, Dr. V. Madhusudhan Reddy, Dr. A. Raveendra, Dr. B. Sudharshan Reddy, Dr. M. Kondalu, Dr. M. Devarajan, Dr. N. Ramanjaneyulu, Dr. M. Deena Babu, Dr. T. Rajesh, Dr. D. Raja Reddy, Dr. K.Sunil, Dr. C.Silpa, Dr. Sridhar Babu, Dr. T.Srinivas Reddy, Dr. Halesh Koti, Dr. A. Srinivasa Rao		
Date of Meeting	19.12.2024		
Time of Meeting	02.00 PM		
Mode	IQAC-Conference Room		

Objectives of the Meeting: To discuss IQAC activities and responsibilities of Committee members for AY. 2024-25.

Agenda:

- 1. Review on ATR of Meeting conducted on 11.09.2024.
- 2. Resolved to organize FDPs in each department.
- 3. Identify the companies for offering employability courses.
- 4. UGC extension for autonomous status.
- 5. Presentation of Reports & Results of Departmental Audit.
- 6. Awareness of IPR & Research funding.
- 7. 5 years Rolling plan for MR DEEMED to be University

Sl. No.	Points Discussed	Responsibility
1.	Dr. T. Rajesh, IQAC Coordinator welcomed the gathering and Briefed out the objective of the meeting.	-
2.	Members present in the meeting reviewed the action taken report on the agenda of the previous IQAC meeting conducted on 11.09.2024.	IQAC Coordinator
3.	Organize one FDP in each department during January 2025 and to organize three FDPs by the department of H&S by March 2025.	Dean Academics
4.	Identify the companies for offering employability courses at each department	TPO

	The UGC extension for autonomous status was discussed. All required	Dean
5.	documents are ready, and the proposal was submitted within deadline.	IQAC
6.	Reports & Results of Departmental Audit were presented and discussed.	Dean IQAC & HoDs
	Awareness of IPR & Research funding in Every Department	Dean Research
8.	5 years Rolling plan for MR DEEMED to be University	Dean Academics & Dean IQAC

Dean, IQA (Dr. T. Rajesh)

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Action Taken Report:

Action Taken Report on their solutions made in the IQAC meeting held on 11.09.2024. The Action Taken report on the resolutions of IQAC meeting are presented to the members by Dr. T. Rajesh, Coordinator, IQAC

Sl.No.	Name of the Item	Action Taken
1.2	Preparation of detailed project report(DPR) and required documents for the proposal of MR Deemed to be University	In the preparation of a comprehensive Detailed Project Report (DPR) for a proposal to achieve the status of a "Deemed to be University," in the following committees each committee worked collaboratively under the guidance of the Core Steering Committee. Each committee focused on specific aspects of the proposal & ensured thoroughness and compliance with statutory requirements. 1. Core Steering Committee 2. Academic Committee 3. Infrastructure and Facilities Committee 4. Financial Planning Committee 5. Research and Innovation Committee 6. Governance and Compliance Committee 7. Quality Assurance Committee 8. Student Affairs and Welfare Committee 9. IT and Digital Infrastructure Committee 10. Collaboration and Outreach Committee 11. Documentation and Review Committee 12. Legal and Statutory Compliance Committee
2.	The rank and score of NIRF-2024 was announced, Score analysis and measures for next improvement was discussed	 NIRF-2024 Score Analysis and Action Plan for Improvement Identified areas where higher-ranked institutions outperformed. This comparison highlighted relative strengths and weaknesses. Compared the current year's score with previous years to identify whether there is

		improvement or decline in specific areas.
		3. Determined parameters with the lowest scores, such as research output, infrastructure, inclusivity & prioritized improvements.
		 Action Plan: Developed a timeline with clear deliverables for each parameter. Task Forces: Assign specific responsibilities to dedicated committees
		 Continuous Monitoring: Regular evaluation progress through internal quality audits and alignment efforts with NIRF benchmarks.
		Feedback: Collection and action on feedback from stakeholders, including students, faculty, and industry partners.
		As per UGC guidelines MREC(A) fulfilled the eligibility norms to apply for extension of autonomous status.
3.	l J.	Extension Process: Intimation to JNTUH. Submit Online Application form for



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Date: 19.12.2024

IQAC MEETING - ATTENDANCE

-	10
Dr. A. Ramaswami Reddy, Principal, MREC	H
Mr. P. Praveen Reddy, Director, MRGI	D. P. K
Dr. S. Udaya Bhaskar, Dean Academics	ud Go
Dr. V. Madhusudhan Reddy, Dean, H&S	AM
Dr. A. Raveendra, HoD, ME	hund
Dr. B. Sudharshan Reddy, HoD, CE	Bhliddy
Dr. M. Kondalu, HoD, EEE	The
Dr. M. Devarajan, HOD, ECE	NY
Dr. N. Ramanjaneyulu, HoD, MBA	
Dr. M. Deena Babu, HoD, IT	M. 40 16
Dr. D. Raja Reddy, Associate Professor, EEE	BREEM
Dr. K. Sunil, Assistant Professor, H&S	X. Smull
Dr. C. Silpa, Associate Professor, ECE	099
Dr. Sridhar Babu, Associate Professor, MECH	2 my
Dr. A. Srinivasa Rao, TPO	
Dr. T.Srinivas Reddy, Dean MIC	SU
Dr. Halesh Koti, CoE	#
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