

OFFICE ORDER

It is hereby informed that Internal Quality Assurance Cell Composition has been constituted as mandated by NAAC, and the IQAC composition is as follows:

| No. | Member | Name | Designation |
|-----|------------------------|---------------------------------|----------------------------|
| 1 | Member Management | Sri. Ch. Gopal Reddy | Secretary & Correspondent |
| 2 | Member Management | Sri. Ch. Srisailam Reddy | Member MGR Society |
| 3 | Chairman | Dr. M. Ramalinga Reddy | Principal |
| 4 | Member Teacher | Prof. M. Sudhakar | Dean (P&D) |
| 5 | Member Teacher | Dr. V. Chandrasekhar | Dean (R&D) |
| 6 | Member Teacher | Prof. V.A. Narayana | Dean (Academics) |
| 7 | Member Teacher | Dr. M. Narsi Reddy | Controller of Examinations |
| 8 | Member Teacher | Prof. K. Suresh | HOD (CE) |
| 9 | Member Teacher | Prof. B. Lokeshwar Rao | HOD (ECE) |
| 10 | Member Teacher | Prof. G. Devadasu | HOD (EEE) |
| 11 | Member Admin | Mr. P. M. M. Reddy | Administrative Officer |
| 12 | Member Teacher | Mrs. P. Sruthi | Women Faculty |
| 13 | Member Alumni | Mr. M. Vedachary | Nominee |
| 14 | Member Alumni | Mr. Sai Pawan | Nominee |
| 15 | Member Industry | Mr. I. Arun Kumar | Nominee |
| 16 | Member Industry | Mr. T. Brahmananda Reddy | Nominee |
| 17 | Member Parent | Mr. V. S. V. Krishna Mohan | Nominee |
| 18 | Member Local Community | Mr. Subba Reddy | Nominee |
| 19 | Member Student | Ms. V. Harini (12H51A0158) | Nominee |
| 20 | Member Student | Mr. Jatin Selmokar (12H51A0317) | Nominee |
| 21 | Coordinator | Prof. A. Kotishwar | HOD (MBA) |

IQAC Coordinator is requested to conduct regular meetings of IQAC to ensure Internal Quality Assurance in all spheres of functioning of the Institution.



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



CMR COLLEGE OF ENGINEERING & TECHNOLOGY

Kandlakoya (V), Medchal Road, Hyderabad -501401

List of the IQAC Members:

| S. No. | Member | Name | Designation | Signature |
|--------|------------------------|------------------------------------|----------------------------|-----------|
| 1 | Member Management | Sri. Ch. Gopal Reddy | Secretary & Correspondent | |
| 2 | Member Management | Sri. Ch. Srisailam Reddy | Member MGR Society | |
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CMR COLLEGE OF ENGINEERING & TECHNOLOGY

Kandlakoya (V), Medchal Road, Hyderabad -501401

CMRCET/IQAC/AY2014-15/1

Date: 30th May 2014

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/2014-15, dated: 02nd April 2014.

With reference to the subject cited above, IQAC Meeting is planned to be conducted on 04/06/2014 at 02:00 PM to discuss on the following agenda points. Hence, it is requested to accord permission for the same.

Agenda:

1. To discuss about the Standard Operating Procedure (SOP)
2. To prepare strategic perspective plan and implementation
3. Preparation of academic calendar for UG & PG
4. To conduct induction programme to the newly joined faculty members
5. To conduct orientation programme for the first year students
6. Guidelines to prepare and implement the time tables, lesson plans and course files
7. To implement the Performance Appraisals of Teaching and Non-Teaching staff
8. A seminar to create awareness amongst all the faculty members on various funding agencies
9. Initiation of various community oriented activities
10. Signing of MOAs/MOUs with Industries/NGOs/Research Institutions
11. To conduct National/International Conferences/FDP/Guest Lecture/ Workshops/ Awareness programme for the AY 2014-15
12. Any other matter with the permission of the Chair.

Thanking you,

Yours faithfully,

Mr. A. Kotishwar
Coordinator, IQAC



CMR COLLEGE OF ENGINEERING & TECHNOLOGY

Kandlakoya (V), Medchal Road, Hyderabad -501401

CMRCET/IQAC/AY2014-15/CIR-1

Date: 02 June 2014

CIRCULAR

It is hereby informed to all the members of IQAC to attend the IQAC Meeting scheduled on 04/06/2014 at 02:00 PM in IQAC Cell. The following is the Agenda:

Agenda

1. To Discuss about the Standard Operating Procedure (SOP)
2. To prepare strategic perspective plan and implementation
3. Preparation of academic calendar for UG & PG
4. To conduct induction programme to the newly joined faculty members
5. To conduct orientation programme for the first year students
6. Guidelines to prepare and implement the time tables, lesson plans and course files
7. To implement the Performance Appraisals of Teaching and Non-Teaching staff
8. A seminar to create awareness amongst all the faculty members on various funding agencies
9. Initiation of various community oriented activities
10. Signing of MOAs/MOUs with Industries/NGOs/Research Institutions
11. To conduct National/International Conferences/FDP/Guest Lecture/ Workshops/ Awareness programmes for the AY 2014-15
12. Any other matter with the permission of the Chair.



Coordinator, IQAC



Principal

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Kandlakoya (V), Medchal Road, Hyderabad - 501 401.

Tel : 08418-200699, 200537 Telefax : 08418-200240 www.cmr cet.org

CMRCET/IQAC/AY2014-15/Minutes-1

Date: 05th June 2014

MINUTES OF THE MEETING OF IQAC FOR AY: 2014-15

| | |
|------------------------------------|--|
| Meeting Circular/Reference: | CMRCET/IQAC/AY2014-15/CIR-1, Dated: 02 nd June 2014 |
| Date of the Meeting: | 04 th June 2014 |
| Time: | 02:00PM- 04:10PM |
| Venue: | IQAC Cell |

The following were present:

| S. No. | Member | Name | Designation |
|------------------------|------------------------|---------------------------------|----------------------------|
| 1 | Member Management | Sri. Ch. Gopal Reddy | Secretary & Correspondent |
| 2 | Member Management | Sri. Ch. Srisailam Reddy | Member MGR Society |
| 3 | Chairman | Dr. M. Ramalinga Reddy | Principal |
| 4 | Member Teacher | Prof. M. Sudhakar | Dean (P&D) |
| 5 | Member Teacher | Dr. V. Chandrasekhar | Dean (R&D) |
| 6 | Member Teacher | Prof. V. A. Narayana | Dean (Academics) |
| 7 | Member Teacher | Dr. M. Narsi Reddy | Controller of Examinations |
| 8 | Member Teacher | Prof. K. Suresh | HOD (CE) |
| 9 | Member Teacher | Prof. B. Lokeshwar Rao | HOD (ECE) |
| 10 | Member Teacher | Prof. G. Devadas | HOD (EEE) |
| 11 | Member Admin | Mr. P. M. M. Reddy | Administrative Officer |
| 12 | Member Teacher | Mrs. P. Sruthi | Women Faculty |
| 13 | Member Alumni | Mr. M. Vedachary | Nominee |
| 14 | Member Alumni | Mr. Sai Pawan | Nominee |
| 15 | Member Industry | Mr. T. Brahmananda Reddy | Nominee |
| 16 | Member Parent | Mr. V. S. V. Krishna Mohan | Nominee |
| 17 | Member Local Community | Mr. Subba Reddy | Nominee |
| 18 | Member Student | Ms. V. Harini (12H51A0158) | Nominee |
| 19 | Coordinator | Prof. A. Kotishwar | HOD (MBA) |
| Members Absent: | | | |
| 1 | Member Industry | Mr. I. Arun Kumar | Nominee |
| 2 | Member Student | Mr. Jatin Selmokar (12H51A0317) | Nominee |

Proceedings of the Meeting:

Chairman IQAC invited all the members of IQAC to this meeting. He congratulated all the members for achieving the NAAC Accreditation with "A" Grade with effect from 05/05/2014

for a period of five years. The agenda points were discussed in detail and the resolution is taken accordingly.

Item 1: To Discuss about the Standard Operating Procedure (SOP)

Resolution: Standard Operating Procedure (SOP) of IQAC has been approved and is enclosed as Appendix-I.

Item 2: To prepare strategic perspective plan and implementation

Resolution: The tentative perspective plans received from various departments has been examined and discussed in detail. The final institute strategic perspective plan has been prepared and approved is enclosed as Appendix-II.

Item 3: Preparation of academic calendar for UG & PG

Resolution: 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.

Item 4: To conduct induction programmes to the newly joined faculty members

Resolution: It has been decided and approved to conduct induction programmes to the newly joined faculty.

Item 5: To conduct orientation programme for the first year students

Resolution: It has been decided and approved to conduct orientation programme for the first year students.

Item 6: Guidelines to prepare and implement the time tables, lesson plans and course files

Resolution: 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.

Item 7: To implement the Performance Appraisals of Teaching and Non-Teaching Staff

Resolution: The performance appraisal forms of Teaching and Non-Teaching staff are reviewed and approved and assessment may be taken at the end of the academic year.

Item 8: A seminar to create awareness amongst all the faculty members on various funding agencies

Resolution: Approved to conduct a seminar to create awareness amongst all the faculty members on various funding agencies.

- Item 9:** Initiation of various community oriented activities
Resolution: Decided to initiate various community oriented activities.
- 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:** To conduct National/ International Conferences/ FDP/ Guest Lecture/ Workshops/ Awareness programme for the AY 2014-15
Resolution: Decision taken to conduct various National/International Conferences / FDP / Guest Lectures /Workshops /Awareness programme during the AY 2014-15.

As there were no other points, the meeting ended at 04:10 PM and the chairman thanked all the members for their valuable suggestions.



(Dr. M. Ramalinga Reddy)
Chairman, IQAC

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IQAC MEETING HELD ON 04TH JUNE 2014 AT 02:00 PM

The following members were present

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| 14 | Member Alumni | Mr. Sai Pawan | Nominee | |
| 15 | Member Industry | Mr. I. Arun Kumar | Nominee | NOT Present |
| 16 | Member Industry | Mr. T. Brahmananda Reddy | Nominee | |
| 17 | Member Parent | Mr. V. S. V. Krishna Mohan | Nominee | |
| 18 | Member Local Community | Mr. Subba Reddy | Nominee | |
| 19 | Member Student | Ms. V. Harini (12H51A0158) | Nominee | |
| 20 | Member Student | Mr. Jatin Selmokar (12H51A0317) | Nominee | Not Present |
| 21 | Coordinator | Prof. A. Kotishwar | HOD (MBA) | |