



CMR COLLEGE OF ENGINEERING & TECHNOLOGY

(UGC Autonomous)

Kandlakoya (V), Medchal Road, Hyderabad -501401

CMRCET/IQAC/AY2018-19/2

Date: 12th Nov 2018

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/2018-19, dated: 28th May 2018.

Sir,


With reference to the subject cited above, IQAC Meeting is planned to be conducted on 16/11/2018 at 02:00 PM to discuss on the following agenda points. Hence, it is requested to accord permission for the same.

Agenda:

1. Review of previous strategic perspective plan and implementation
2. To conduct extracurricular and co-curricular activities in this AY: 2018-19
3. Conducting Workshops/Guest Lectures/FDPs/Conferences/Sports Activities
4. Technical Skill Trainings to Students for Placements
5. To implement Mentor Mentee System
6. To conduct SWAYAM/MOOCs workshop on how to create ICT lectures
7. To conduct soft skill training for UG Students
8. To conduct gender sensitization to all the faculty and students
9. To conduct parent teachers meeting
10. Signing of MOAs/MOUs with Industries/NGOs/Research Institutions
11. Laboratory equipments and library procurements
12. Preparation of research project proposals & writing scientific/research articles
13. Action Taken Report on previous meeting agenda points
14. Any other matter with the permission of the Chair.

Thanking you,

Yours faithfully,


Prof. G. Devadasu
Coordinator, IQAC



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Kandlakoya (V), Medchal Road, Hyderabad -501401

CMRCET/IQAC/AY2018-19/CIR-2

Date: 13th Nov 2018

CIRCULAR

It is hereby informed to all the members of the IQAC to attend the IQAC Meeting scheduled on 16/11/2018 at 02:00 PM in IQAC Cell. The following is the Agenda.

Agenda:

1. Review of previous strategic perspective plan and implementation
2. To conduct extracurricular and co-curricular activities in this AY: 2018-19
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14. Any other matter with the permission of the Chair.

Coordinator, IQAC

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

CMRCET/IQAC/AY2018-19/Minutes-2

Date 17th Nov 2018

MINUTES OF MEETING OF IQAC FOR AY: 2018-19

Meeting Circular/Reference:	CMRCET/IQAC/AY2018-19/CIR-2, Dated: 13 th Nov 2018
Date of the Meeting:	16 th Nov 2018
Time:	02:00PM- 04:00PM
Venue:	IQAC Cell

The following were present:

S. No.	Member	Name	Designation
1	Member Management	Sri. Ch. Gopal Reddy	Secretary & Correspondent
2	Chairman	Major Dr. V.A. Narayana	Principal
3	Member Teacher	Dr. M. Sudhakar	Dean (P&D)
4	Member Teacher	Dr. B. Lokeshwar Rao	Dean (Academics)
5	Member Teacher	Dr. K. Srinivasa Rao	Controller of Examinations
6	Member Teacher	Dr. K. Vijaya Kumar	HOD (CSE)
7	Member Teacher	Dr. A. Kotishwar	HOD (MBA)
8	Member Teacher	Dr. P. Ravi Kumar	HOD (ME)
9	Member Teacher	Dr. M. Suresh	Head (R&D)
10	Member Teacher	Mr. P. Raveendrababu	Associate Professor (ECE)
11	Member Admin	Mr. V. Srinivas	Accounts Officer
12	Member Admin	Mr. A. Kiran Kumar	Administrative Officer
13	Member Teacher	Mrs. S. Fatima Mary	Women Faculty
14	Member Alumni	Mr. M. Vedachary	Nominee
15	Member Alumni	Mr. Sai Pawan	Nominee
16	Member Industry	Mr. I. Arun Kumar	Nominee
17	Member Industry	Mr. T. Brahmananda Reddy	Nominee
18	Member Local Community	Mr. Subba Reddy	Nominee
19	Member Student	Mr. T. Dhanunjai Kumar (16H51A0246)	Nominee
20	Member Student	Ms. P. Hemalatha (16H51A0447)	Nominee
21	Coordinator	Prof. G. Devadasu	HOD (EEE)

Members Absent:

S. No.	Member	Name	Designation
1	Member Management	Sri. Ch. Srisailam Reddy	Member MGR Society
2	Member Teacher	Dr. M. S. R. Murthy	Dean (R&D)
3	Member Parent	Mr. V. S. V. Krishna Mohan	Nominee

Proceedings of the Meeting:


Chairman IQAC invited all the members of IQAC to this meeting. The following points were discussed in the meeting.

Item 1: Review of previous strategic perspective plan and implementation

- Resolution:** Reviewed the previous strategic perspective plan and implementation.
- Item 2:** To conduct extracurricular and co-curricular activities in this AY: 2018-19
- Resolution:** The perspective plan of extracurricular and co-curricular activities from various committees have been received and discussed in detail. The final strategic perspective plan has been prepared and approved.
- Item 3:** Conducting Workshops/Guest Lectures/FDPs/Conferences/Sports Activities
- Resolution:** Decision taken to conduct Engineering Workshops/Guest Lectures /FDPs /Conferences/Sports Activities.
- Item 4:** Technical skill trainings to students for placements
- Resolution:** Decision taken to initiate and conduct the technical skill trainings to students for placements.
- Item 5:** To implement Mentor Mentee System
- Resolution:** It is decided to implement the mentor mentee system in all the departments of the institution
- Item 6:** To conduct SWAYAM/MOOCs awareness workshop on how to create ICT lectures
- Resolution:** It decided to conduct SWAYAM/MOOCs awareness workshop on how to create ICT lectures and the same has been approved.
- Item 7:** To conduct soft skills training for all the UG Students
- Resolution:** Decision taken to conduct soft skills training for all the UG Students.
- Item 8:** To conduct gender sensitization to all the faculty and students
- Resolution:** Decided to conduct gender sensitization to all the faculty and students and the same has been approved.
- Item 9:** To conduct parent teachers meeting
- Resolution:** Decided to conduct regular parent teachers meeting to all the programmes.
- 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:** Laboratory equipments and library procurements
- Resolution:** It is decided to take laboratory equipments and library procurements from all the laboratories & library and approved the same.
- Item 12:** Preparation of research project proposals & writing scientific/research articles
- Resolution:** Decided to conduct workshops to educate faculty and students on writing scientific/research articles & research proposals and approved the same.
- Item 13: ACTION TAKEN REPORT ON PREVIOUS MEETING AGENDA POINTS:**
The following is the action/status of the various agenda points which were discussed in the last IQAC Meeting held on 13th June 2018 with Minutes of meetings reference no. CMRCET/IQAC/AY2018-19/Minutes-1, dated: 15th June 2018

Sl. No.	Points Discussed	Action Taken	Status
1	Standard Operating Procedure (SOP) of IQAC has been approved and is enclosed as Appendix-I.	Prepared	Implemented
2	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.	Prepared	In progress
3	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.	Prepared	Implemented
4	It has been decided and approved to conduct induction programmes to the newly joined faculty.	Organized	Completed
5	It has been decided and approved to conduct orientation programme for the first year students.	Organized	Completed
6	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.	Prepared	Implemented
7	Approved to conduct a seminar to create awareness amongst all the faculty members on various funding agencies.	Organized	In progress
8	Decision taken to approach nearby Cadet Corp Units to establish NCC Unit for Girls to serve the nation.	Received	Completed
9	Decision taken to make Memorandum of Associations/Memorandum of Understandings with various Industries/NGOs/Research organizations.	Initiated	In Progress
10	Decision taken to conduct various National/International Conferences / FDP / Guest Lectures / Workshops / Awareness programme during the AY 2018-19.	Organized	In progress
11	Decision taken to establish Centre for Engineering Education Research (CEER) with a goal of training the students to meet the dynamic needs of the society.	Constituted	In progress
12	Decision taken to participate in NIRF-2019 India Rankings & ARIIA 2019.	Applied	Completed
13	Decision taken to participate in Entrepreneurial and Managerial Development of MSME through Incubators (HI/BI)-2018 and approved the same.	Initiated	In progress
14	Decision taken to establish Centres of Excellence in various departments to strengthen the research activities and approved the same.	Initiated	In Progress
15	Decided to prepare AQAR for the AY 2017-18.	Prepared	Closed

The chairman thanked all the members for their valuable suggestions and the meeting ended at 4.00PM.


 (Major. Dr. V. A. Narayana)
Chairman, IQAC

Copy Submitted to: (1) The Secretary Garu – For your kind information Pl.

Copy to:

1. Deans
2. Heads of all the Departments
3. IQAC Members

IQAC MEETING HELD ON 13TH JUNE 2018 AT 10:00 AM

The following members were present:

S. No.	Member	Name	Designation	Signature
1	Member Management	Sri. Ch. Gopal Reddy	Secretary & Correspondent	<i>C. Gopal Reddy</i>
2	Member Management	Sri. Ch. Srisailam Reddy	Member MGR Society	ABSENT
3	Chairman	Major Dr. V.A. Narayana	Principal	<i>V.A. Narayana</i>
4	Member Teacher	Dr. M. Sudhakar	Dean (P&D)	<i>M. Sudhakar</i>
5	Member Teacher	Dr. M. S. R. Murthy	Dean (R&D)	ABSENT
6	Member Teacher	Dr. B. Lokeshwar Rao	Dean (Academics)	<i>B. Lokeshwar Rao</i>
7	Member Teacher	Dr. K. Srinivasa Rao	Controller of Examinations	<i>K. Srinivasa Rao</i>
8	Member Teacher	Dr. K. Vijaya Kumar	HOD (CSE)	<i>K. Vijaya Kumar</i>
9	Member Teacher	Dr. A. Kotishwar	HOD (MBA)	<i>A. Kotishwar</i>
10	Member Teacher	Dr. P. Ravi Kumar	HOD (ME)	<i>P. Ravi Kumar</i>
11	Member Teacher	Dr. M. Suresh	Head (R&D)	<i>M. Suresh</i>
12	Member Teacher	Mr. P. Raveendrababu	Associate Professor (ECE)	<i>P. Raveendrababu</i>
13	Member Admin	Mr. V. Srinivas	Accounts Officer	<i>V. Srinivas</i>
14	Member Admin	Mr. A. Kiran Kumar	Administrative Officer	<i>A. Kiran Kumar</i>
15	Member Teacher	Mrs. S. Fatima Mary	Women Faculty	<i>S. Fatima Mary</i>
16	Member Alumni	Mr. M. Vedachary	Nominee	<i>M. Vedachary</i>
17	Member Alumni	Mr. Sai Pawan	Nominee	<i>Sai Pawan</i>
18	Member Industry	Mr. I. Arun Kumar	Nominee	<i>I. Arun Kumar</i>
19	Member Industry	Mr. T. Brahmananda Reddy	Nominee	<i>T. Brahmananda Reddy</i>
20	Member Parent	Mr. V. S. V. Krishna Mohan	Nominee	ABSENT
21	Member Local Community	Mr. Subba Reddy	Nominee	<i>N. V. Subba Reddy</i>
22	Member Student	Mr. T. Dhanunjai Kumar (16H51A0246)	Nominee	<i>T. Dhanunjai</i>
23	Member Student	Ms. P. Hemalatha (16H51A0447)	Nominee	<i>Hemalatha</i>
24	Coordinator	Prof. G. Devadasu	HOD (EEE)	<i>G. Devadasu</i>