



NARSIMHA REDDY ENGINEERING COLLEGE
UGC AUTONOMOUS INSTITUTION

Maisammaguda (V), Kompally - 500100, Secunderabad, Telangana State, India

UGC - Autonomous Institute
Accredited by NBA & NAAC with 'A' Grade
Approved by AICTE
Permanently affiliated to JNTUH

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of Meeting AY 2023-2024

Second Quarter Meeting



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

NRCM/IQAC/AY 2023-24/4

Date : 15-10-2023

To

The Chairman, IQAC
Narsimha Reddy Engineering College,
Secunderabad.

Respected Sir,

Sub : Permission to conduct IQAC Meeting, AY 2023-24, Second Meeting in NRCM-reg

With reference to this subject cited above, IQAC Meeting is planned to be conducted on 04-10-2023(Wednesday) at 2:00 PM to discuss on the following agenda points. Hence it is requested to accord permission for the same to discuss the following

Agenda:

1. Approval of previous minutes of Meeting held on 23-06-2023(Friday), AY2023-2024 and action taken.
2. Verification and Preparation of NBA Files
3. Preparation of NR23 Syllabus and Conduction of BoS meeting
4. Current and Upcoming Semester's Academic Activities
5. Analysis of Academic Year 2022-23 Second Semester Results
6. Student Counseling Process and Welfare Measures
7. Facilitating Research and Innovation Promotion in the Institute
8. Discussion on Academic and Administrative Documents
9. Discussion on Student Placement and Initiatives
10. Discussion on Competitive Exam Coaching
11. Discussion on Infrastructure facilities and Maintenance
12. Any other matter with the permission of the Chair

Thanking you,

Yours faithfully,


IQAC Coordinator





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INTERNAL QUALITY ASSURANCE CELL (IQAC)

NRCM/IQAC/AY 2023-24/5

Date :19-10-2023

Circular

All members of the IQAC are hereby notified to attend the IQAC Meeting scheduled for 04-10-2023(Wednesday), at 2:00 PM in the IQAC Cell.

Agenda:

1. Approval of previous minutes of Meeting held on 23- 06-2023(Friday),AY2023-2024 and action taken.
2. Verification and Preparation of NBA Files
3. Preparation of NR23 Syllabus and Conduction of BoS meeting
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11. Discussion on Infrastructure facilities and Maintenance
12. Any other matter with the permission of the Chair

IQAC Coordinator

Principal

PRINCIPAL

NARASIMHA REDDY ENGINEERING COLLEGE
Survey No: 616, Maisammaguda (V), Dulapally
Medchal (M), Medchal Dist, Hyderabad-500100

Copy to:

1. The Chairman- For kind information
2. Heads of all Departments
3. Members Concerned
4. Librarian
5. Administrative Officer
6. Accounts officer
7. Physical director



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INTERNAL QUALITY ASSURANCE CELL (IQAC) Minutes of IQAC Meeting, AY 2023-2024 held on 4th, Oct 2023

NRCM/IQAC/AY 2023-24/6

Minutes of the meeting of the "Internal Quality Assurance Cell (IQAC)" of Narsimha Reddy Engineering College, Secunderabad, held on 04-10-2023(Wednesday) at 2:00 PM in the Board Room, Mahatma Gandhi Block.

S.No.	Name of the Person	Position	Designation
1.	Dr.R.Lokanadham	Chairperson: Head of the Institution	Principal
2.	Dr.K Purushotham Prasad	Teachers to represent all levels (3 to 8)	Professor & Head of ECE
3.	Dr.C.Sasikala		Professor & Head of EEE
4.	Dr.A V L N Sujith		Associate Professor & Head of CSE
5.	Dr.M.Ashok Kumar		Professor & Head of Mech.
6.	Dr.T.L.Ramadasu		Professor & Head of CIVIL
7.	Prof.N. Sai Kiranmai		Associate Professor & Head H&S
8.	Dr.Shailendra Yadav		Professor, Head of MBA
9.	Prof.Ch.Srilakshmi		Associate Professor & Dean of FME
10.	Dr.P.Venkat Rao		Professor & Dean-Academic
11.	Sri J.Trishul Reddy		One member from Management
12.	Mr.P.Ramesh	Office Superintendent	Administrative Officer
13.	Mr.M.Srinivas Reddy	Local Society/Trust	Ex. Sarpanch, Maisammaguda
14.	Mr. T.K.Kothandaraman	Industrialists	MD, Orbit Equipment Pvt.Ltd. Hyd.
15.	Erumalla Kartheek	Alumni	CEO,KATE Technologies, Hyderabad
16.	Mr. K. KamshiKrishna	Employer	HR Manager, Danush Engg. Services India Pvt. Ltd.Hyd.
17.	Mr.V.Sai Krishna	Student	III ECE
18.	Mr.J.Karthikeya	Student	II CIVIL
19.	Dr.K.Eswaramoorthy	IQAC Coordinator	Associate Professor, EEE

PRINCIPAL
PRINCIPAL

Copy to :	a) All HODs	CSE	CSE- Emerging	ECE	EEE	CE	ME	MBA	FME
	b) Concern Persons								

NARSIMHA REDDY ENGINEERING COLLEGE
Survey No: 616, Maisammaguda (V), Kompally (P), Secunderabad - 500100

Dr.R.Lokanadham, Chairperson-IQAC and Principal, welcomed all the external and internal members of IQAC meeting.

Dr.R.Lokanadham, strategic plan and initiation taken to achieve them for the AY 2023-2024. He also presented the steps taken for Outcome Based Education, Research & Development, Industry Institute Interaction. He requested Dr.K.Eswaramoorthy, IQAC Coordinator to conduct the meeting.

Dr.K.Eswaramoorthy,Coordiantor-IQAC, welcomed all the external and internal members and highlighted the institute latest achievements. He has presented the opening remarks and shared the remedial measures for the suggestions made by the members in the IQAC meeting held on 04-10-2023.

Item No:1	Approval of previous minutes of Meeting held on 23- 06-2023(Friday),AY2023-2024 and action taken.		
	S.No	Agenda/Minutes of previous meeting	Action Taken
	1	Review of SAR of CSE and MECH department	The SAR for Mechanical and CSE department was reviewed and submitted to the NBA on 11 th ,Sep, 2023.
	2	Conduction Academic Audit	To enhance the overall quality of the institute, the Internal Academic Audit plays a crucial role. IQAC has established committees for both academic and administrative audits of AY 2022-23 related activities. The date for the academic audit has been communicated to all departments and relevant members.
Resolution	The committee approved all the necessary action taken and approved the minute of meeting held on 23- 06-2023(Friday), for the AY2023-2024.		
Item No:2	Verification and Preparation of NBA Files		
	A comprehensive discussion regarding the advancement of NBA preparations transpired. Additionally, a proposal was put forth to organize regular meetings facilitated by departmental NBA coordinators, overseen by the central NBA coordinator.		
Item No:3	Preparation of NR23 Syllabus and Conduction of BoS meeting		
	<ul style="list-style-type: none"> ➤ Dr. Venkata Rao, the Dean of Academics, explained how we should create the NR23 syllabus for each department. He suggested aligning it with the rules of AICTE and JNTUH, considering local, state, and global needs. It's crucial to include input from various people like students, faculty, and industry experts. ➤ Dean of Academics stressed the need to complete the Board of Studies (BoS) meeting by November 2023. This meeting involves experts and department representatives finalizing the syllabus. Meeting this deadline is important to make sure the syllabus is ready on time. 		
Item No:4	Current and Upcoming Semester's Academic Activities		
	The Dean of Academics shared the progress of syllabus completion for each department and urged everyone to ensure timely completion for all subjects.		
	Dr. Venkata Rao, the Dean, also presented student feedback on faculty performance		

	by department. He emphasized the importance of Heads of Departments (HoDs) taking necessary measures to enhance the teaching-learning process based on this feedback.
Item No:5	Analysis of Academic Year 2022-23 Second Semester Results
	Mr. Dinakaran provided a comprehensive department-wise analysis of the results for the second semester of the Academic Year 2022-2023. He also presented a list of students facing potential detention due to insufficient attendance and credits, subject to further approval by the principal and the academic counseling committee.
Item No:6	Student Counseling Process and Welfare Measures
	Dr. T.L. Ramadasu, the Dean of Student Affairs and Head of Civil, briefed about the student counseling process. He directed mentors to regularly counsel students, documenting any issues they may face. Based on these reports, appropriate measures would be taken to address the welfare of the students.
Item No:7	Facilitating Research and Innovation Promotion in the Institute
	In addition, it was agreed to proactively draft proposals in accordance with the guidelines provided by various funding agencies. The initiative involves encouraging both students and faculty members to actively participate in programs such as startup competitions, MSME funding opportunities, and other conduction programs. The aim is to foster a culture of research and innovation within the institute, aligning with the timelines and requirements specified by funding agencies.
Item No:8	Discussion on Academic and Administrative Documents
	The IQAC Coordinator urged the preparation of documents pertinent to the impending AICTE/NIRF/JNTUH ranking and affiliation processes for the academic year 2024-2025.
Item No:9	Discussion on Student Placement and Initiatives
	The Placement Director recommended the implementation of a comprehensive placement training program for all students, starting from the second year, to ensure preparedness for campus placements.
Item No:10	Discussion on Competitive Exam Coaching
	The Academic Dean suggested offering Competitive Exam Coaching on weekends and weekdays after regular class hours to assist students in preparing for exams such as GATE, IELTS, TOEFL, and CAT. These proposals received approval from the academic council, and the classes are scheduled to commence from _____ for the academic year 2023-24.
Item No:11	Discussion on Infrastructure facilities and Maintenance
	Infrastructure facilities committee has monitored the maintenance required electrical, civil and mechanical related works and updated regularly. Drinking water RO system was established and distributed to the all the floors . Canteen and Hostel Committee is monitoring the food quality and facilities are required regularly. The grievances are addressed and rectified on time.

Dr.R.Lokanadham., Principal and Chairperson thanked all the External and Internal Committee members for their valuable suggestions.

The Agenda having been discussed, the Members expressed satisfaction and approved the plans and ongoing activities. The meeting is concluded with vote of thanks by Dr.K.Eswaramoorthy, IQAC Coordinator.

The following members were present in the meeting

S.No.	Name of the Person	Position	Designation	Signature
1.	Dr.R.Lokanadham	Chairperson: Head of the Institution	Principal	
2.	Dr.K Purushotham Prasad	Teachers to represent all levels (3 to 8)	Professor & Head of ECE	
3.	Dr.C.Sasikala		Professor & Head of EEE	
4.	Dr.A V L N Sujith		Associate Professor & Head of CSE	
5.	Dr.M.Ashok Kumar		Professor & Head of Mech.	
6.	Dr.T.L.Ramadasu		Professor & Head of CIVIL	
7.	Prof.N. Sai Kiranmai		Associate Professor & Head H&S	
8.	Dr.Shailendra Yadav		Professor, Head of MBA	
9.	Prof.Ch.Srilakshmi		Associate Professor & Dean of FME	
10.	Dr.P.Venkat Rao		Professor & Dean-Academic	
11.	Sri J.Trishul Reddy		One member from Management	Secretary, NRCM
12.	Mr.P.Ramesh	Office Superintendent	Administrative Officer	
13.	Mr.M.Srinivas Reddy	Local Society/Trust	Ex. Sarpanch, Maisammaguda	
14.	Mr.T.K.Kothandaraman	Industrialists	MD, Orbit Equipment Pvt.Ltd. Hyd.	
15.	Erumalla Kartheek	Alumni	CEO,KATE Technologies, Hyderabad	
16.	Mr. K. KamshiKrishna	Employer	HR Manager, Danush Engg. Services India Pvt. Ltd.Hyd.	
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19.	Dr.K.Eswaramoorthy	IQAC Coordinator	Associate Professor, EEE	