



St. MARTIN'S ENGINEERING COLLEGE

Affiliated to JNTUH & Approved by AICTE
Dhulapally, Secunderabad -14

Ref: SMEC/IQAC /2013-14/04

Date: 23/04/2014

To
Chairman, IQAC
St. Martin's Engineering College,
Secunderabad.

Permitted

Dr
23/4/14

Sir,

Sub: Request for approval of IQAC Meeting – regarding.

It is proposed to conduct the IQAC meeting on 28 April, 2014. The agenda for the meeting is enclosed.

I request your approval

Thanking you,

Yours faithfully

K. Shashidhar Reddy
Coordinator, IQAC



Agenda:

1. Internship for Pre-Final students.
2. Placements for Final Year students
3. Feedback on the Workshops/Conference/FDP conducted in the academic year.
4. Output of R&D
5. Preparation of Annual Report & Conduct of Academic and Administrative Audit (AAA)



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CIRCULAR

Sub: IQAC Meeting – Intimation to the Members of IQAC

An Internal Quality Assurance Cell (IQAC) meeting will be held on 28 April 2014 (Monday) in the IQAC Cell at 4:00 PM.

Coordinator, IQAC

Copy to:

- The Chairman – For kind information
- Executive Director - For kind information
- HODs of all Departments
- IQAC Members





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Dhulapally, Secunderabad -14.

Date: 23/04/2014

Academic Year 2013-14

MINUTES OF THE IQAC MEETING

Date of the Meeting	28 th April,2014	Time:	4:00 to 6:00 PM
Meeting Circular / Ref No	SMEC/IQAC /2013-14/04	Location	IQAC Cell

1. Meeting Agenda:

2. Internship for Pre-Final students
3. Placements for Final Year students
4. Feedback on the Workshops/Conference/FDP conducted in the academic year.
5. Output of R&D

2. Points Discussed During the Meeting:

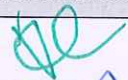
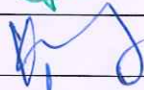


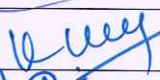
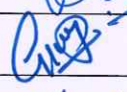
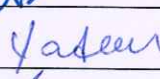
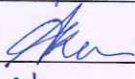
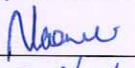
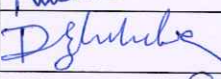
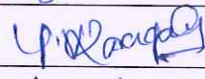
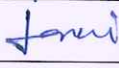
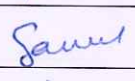
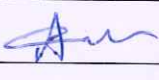
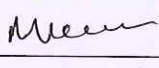
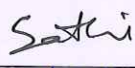

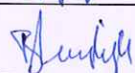
1. The Committee conversed about the different Internship Programmes for Pre-final year students.
2. The Committee scrutinized the MOUs and the proposed placements for the final students.
3. Discussed about the reports and feedback on the Workshops/conferences/ FDPs conducted.
4. The final output of different R&D activities executed were examined.

3. The Attendance of the members attended the meeting is enclosed.


Coordinator, IQAC



**MEMBERS ATTENDED THE MINUTES OF MEETING HELD
ON 28 April 2014**

S.NO	NAME	DESIGNATION	SIGNATURE
1.	Dr. C.V Reddy	Chairman	
2.	Sri. K. Shashidhar Reddy	Coordinator	
3.	Sri. D.Venkata Srikanth	Co- coordinator	
4.	Sri. G. Chandrasekhar Yadav	Management Member	
5.	Sri. V. Keshava Reddy	Senior Staff	
6.	Ms.S.Girija	Senior Staff	
7.	Sri. K. Yadaiah	HOD, ECE	
8.	Dr. Anita Kalgapurkar	HOD, CIVIL	
9.	Dr.R.Appala Naidu	HOD, IT	
10.	Dr. D. B. K Kamesh	HOD, CSE	
11.	Dr.Venkata Rangaiah	HOD, MBA	
12.	Ms.Ch.Laxmi Devender	Local Community	
13.	Mr. Sandeep Reddy, (12K81A0480)	Student member	
14.	Mr. B. Abhinav, (09K81A0507)	Alumni Member	
15.	Sri. Mahender Rakasi	Industry Member	
16.	Sri. Ch.Sathi Reddy	Industry Nominee	
17.	Mr.V.Nagendra Kumar	Parent	
18.	Mr.Bheema Raju	Parent	


Ref: SMEC/IQAC /2013-14/03-AR

Date: 23.03.2014

ACTION TAKEN REPORT

The following actions were taken with respect to the IQAC Meeting reference no. Ref: SMEC/IQAC /2013-14/03 dated 27 January 2014 and will be submitted in next IQAC Meeting for reference.

Sl. No	Points Discussed	Action Taken	Status
1	The committee deliberated on the result analysis of the semester	Results are reviewed	Completed
2	Action plan was discussed to provide remedial measures for the failed students.	Initiated	Completed
3	The committee decided to approve permission for faculty to attend outside college Conference Seminars etc.	Permitted	Closed


Coordinator, IQAC

