



## St. MARTIN'S ENGINEERING COLLEGE

(Affiliated to JNTUH & Approved by AICTE)

Dhulapally, Secunderabad -14

Ref: SMEC/IQAC /2015-16/04

Date: 25/04/2016

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

Sir,

**Sub:** Request for approval of IQAC Meeting – regarding.

It is proposed to conduct the IQAC meeting on 29 April 2016. The agenda for the meeting is enclosed.

I request your approval

Thanking you

Yours faithfully,

K. Shashidhar Reddy  
Coordinator, IQAC

*Permitted*  
*by*

**CHAIRMAN  
IQAC**

St. Martin's Engineering College



**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



**St. MARTIN'S ENGINEERING COLLEGE**  
(Affiliated to JNTUH & Approved by AICTE)  
Dhulapally, Secunderabad -14.

Ref: SMEC/IQAC /2015-16/04

Date: 25/04/2016

**CIRCULAR**

**Sub: IQAC Meeting – Intimation to the Members of IQAC**

An Internal Quality Assurance Cell (IQAC) meeting will be held on 29 April 2016 (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



**St. MARTIN'S ENGINEERING COLLEGE**  
(Affiliated to JNTUH & Approved by AICTE)  
Dhulapally, Secunderabad -14.

**Date:** 25/04/2016

**Academic Year 2015-16**  
**MINUTES OF THE IQAC MEETING**

<b>Date of the Meeting</b>	29 April,2016	<b>Time:</b>	4:00 to 6:00 PM
<b>Meeting Circular / Ref No</b>	SMEC/IQAC /2015-16/04	<b>Location</b>	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:**


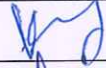



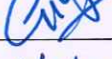
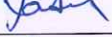


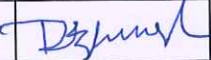



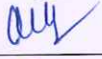
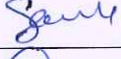


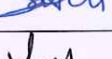

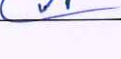
1. Review of progress on minutes of previous meeting.
1. The committee conversed about the different internship programmes pre-final year students
2. The Committee Scrutinized The MoUs and The Proposed Placements For the Final Students.
3. Reports And Feedback on the Workshop/conference/FDP Conducted Were Analysed by The Committee.
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 29 April 2016**

S.NO	NAME	DESIGNATION	SIGNATURE
1.	Dr. K. Sammaiah	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.	Sri. P. Rama Suresh	Administrative officer	
14.	Prof. Veeramani	Local Society member	
15.	Mr. Sandeep Reddy, (12K81A0480)	Student member	
16.	Mr. B. Abhinav, (09K81A0507)	Alumni Member	
17.	Sri. Mahender Rakasi	Industry Member	
18.	Sri. Ch.Sathi Reddy	Industry Nominee	
19.	Mr.A.Suresh Kumar	Parent	
20.	Mr.Appala Raju	Parent	

**ACTION TAKEN REPORT**

The following actions were taken with respect to the IQAC Meeting reference no. Ref: SMEC/IQAC /2015-16/03 dated 21 JAN 2016 and will be submitted in next IQAC Meeting for reference.

Sl. No	Points Discussed	Action Taken	Status
1	Action plan was discussed to provide remedial measures for the failed students.	Initiated	Completed
2	The amount participation by students and the success of the social welfare activities were reviewed.	Initiated	In progress
3	The committee decided to approve permission for faculty to attend outside college Conference Seminars etc	Initiated	In progress
4	The committee deliberated on the result analysis of the semester	Analyzed	Completed

**Coordinator, IQAC**