

St. MARTIN'S ENGINEERING COLLEGE

(Autonomous Institution - UGC, Govt. of India)

| ESTD : 2002 | NAAC (A+) & NBA Accredited | Affiliated to JNTUH
| Approved by AICTE | NIRF & ARIIA Ranked | A Non Minority Institute



Ref: SMEC/IQAC/2022-23/02

Date: 13.12.2022

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

Approved
[Signature]
13/12/22

Respected Sir,

Sub: Request for approval – IQAC Meeting – regarding.

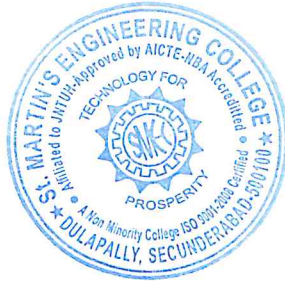
It is proposed to conduct the IQAC meeting on 20th December 2022. The agenda for the meeting is enclosed.

I request your approval.

Thanking you,

Yours faithfully,

[Signature]
13/12/22
Dr. S.V.S. Rama Krishnam Raju
Coordinator, IQAC



Agenda:

1. Review of previous meeting minutes and action taken report
2. Preparation of Time tables, Course Files, Lesson Plans for the next semester.
3. Status of seminars, workshops and FDP's.
4. Review of different committees.
5. Review of academic results.
6. Review of Student attendance.
7. Status of Industrial Visits.
8. Status of NPTEL Courses.
9. Review of Mentor Mentee.
10. Status of Research activities.
11. Review of News Letter.
12. Review of vision, mission and PEOs for various departments.
13. Placement statistics 2021-22.
14. Feedback.





St. Martin's Engineering College

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Dhulapally, Secunderabad-500 100



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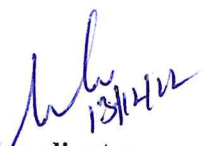
CIRCULAR

Sub: IOAC Meeting – Intimation to the Members of IOAC

An Internal Quality Assurance Cell (IQAC) meeting will be held on 20th December 2022 in the IQAC Cell, MG Block at 4.00 PM. The points to be discussed in the meeting are as follows:

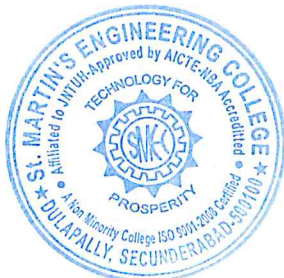
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Coordinator
IQAC

Copy to:

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



Date: 20.12.2022

Academic Year 2022-23

MINUTES OF THE IQAC MEETING

Date of the Meeting	20 th December 2022	Time:	4:00 PM to 6:00 PM
Meeting Circular/ Ref. No	SMEC/IQAC/2022-23/02	Location	IQAC Cell, MG Block

Chairperson welcomed all IQAC members for the IQAC meeting held on the 20th December 2022. Chairperson initiated discussion on the following agenda points.

Agenda Point 1: Review of previous meeting minutes and action taken report

The minutes of the previous meeting were confirmed by the committee members. The report of the action taken after the previous meeting was presented to the committee and approved.

Agenda Point 2: Preparation of Time tables, Course Files, Lesson Plans for next semester

Chairperson suggested to all HOD's to prepare Timetables, Course Files, Lesson Plans etc., for even semester.

Agenda Point 3: Status of seminars, workshops and FDP's

Chairperson reviewed the status of department wise Seminars, Workshops and Faculty development programs conducted so far with all Head of the departments.

Agenda Point 4: Review of different committees

Dean Academics presented the reports of various committees to all the members.

Agenda Point 5: Review of academic results.

Controller of Examinations presented the previous semester results.

Agenda Point 6: Review of Student Attendance

Chairperson reviewed the student attendance improvement measures taken by departments.

Agenda Point 7: Status of Industrial Visits

Chairperson reviewed the status of Industrial Visits department wise.

Agenda Point 8: Status of NPTEL Courses.

Chairperson reviewed the NPTEL Courses registered by faculties in each department.

Agenda Point 9: Review of Mentor-Mentee

Chairperson reviewed the status of Mentor-Mentee meetings conduction in all the departments.

Agenda Point 10: Status of Research activities

Dean-R&D presented the progress of the research activities going on in various departments.

Agenda Point 11: status of News Letter

Head of the departments presented the progress of respective department newsletters.

Agenda Point 12: Review of vision, mission and PEOs for various departments

Chairperson reviewed the Vision, Mission and PEO's of all departments with all Head of the departments.

Agenda Point 13: Placement statistics 2021-22

Director, T&P presented placements statistics of 2021-22

Total students eligible and interested students: 811

Companies visited: 57

Students placed: 617

Agenda Point 14: Feedback

Chairperson suggested to collect feedback from various stakeholders

Chairperson concluded thanking all members for their active participation in the discussion.

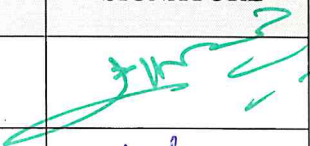
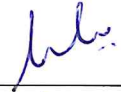
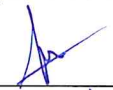

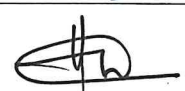


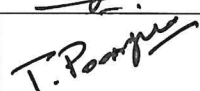
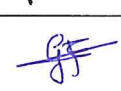

The Attendance of the members attended the meeting is enclosed.

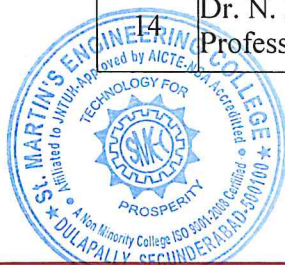


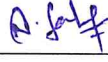
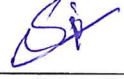
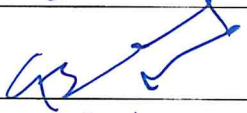


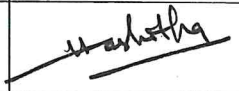
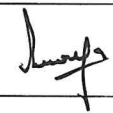









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20/11/22
**Coordinator
IQAC**

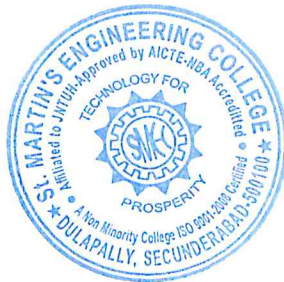


MEMBERS ATTENDED THE MINUTES OF MEETING HELD ON 20th DECEMBER 2022

S.N O	NAME	DESIGNATION	SIGNATURE
1	Dr. P. Santosh Kumar Patra, Principal	Chairman	
2	Dr. S. V. S. Rama Krishnam Raju, Dean Academics	Coordinator	
3	Dr. D. V. Sreekanth, Professor & HOD, ME Dept.,	Co-coordinator	
4	Sri. G. Chandrasekhar Yadav, Executive Director	Management Member	
5	Dr. N. Rama Chandra Professor & HOD, EEE Dept.,	Member	
6	Dr. D. Ranadheer Reddy, Professor & HOD, H&S Dept.,	Member	
7	Dr. B. Harikrishna, Professor of ECE & HOD, ECE Dept.,	Member	
8	Dr. R. Santosh Kumar, Professor & HOD, CSE Dept.,	Member	
9	Dr. R. Nagaraju, Professor & HOD, IT Dept.,	Member	
10	Ms. J. K. Sandhya Kiran, Associate Professor & HOD, CE Dept.,	Member	
11	Dr. T. Poongothai, Professor & HOD, CSE (AI & ML) Dept.,	Member	
12	Dr. G. Govinda Rajulu, Professor & HOD, CSD Dept.,	Member	
13	Dr. B. Rajalingam, Professor & HOD, AI & DS Dept.,	Member	
14	Dr. N. Krishnaiah, Professor & HOD, AI & ML Dept.,	Member	



15	Dr. N. Satheesh, Professor & HOD, M.Tech (AI& DS)	Member	
16	Ms. B. Shravani, Senior Faculty	Member	
17	Dr. G. Jawaharlalnehru Associate Professor of CSE	Member	
18	Mr. Ramesh Reddy G Assistant Professor of ECE	Member	
19	Ms. Ch. Laxmi Devender, Sarpanch, Dhulapally	Member (Local Community)	
20	Ms. T. Harshitha (20K81A0106)	Student Member	
21	Mr. S. Surya Prasad (20K81A0231)	Student Member	
22	Mr. Akash Kumar (20K81A0301)	Student Member	
23	Mr. V. Nithin Reddy (20K81A0407)	Student Member	
24	Ms. K. V. N. Indu (20K81A0583)	Student Member	
25	Mr. Chanda Likith (20K81A12D4)	Student Member	
26	Mr. Ch. Uneendra (18K81A04D5)	Member (Alumni)	
27	Sri. Dharma Rao	Member (Industry)	
28	Sri. Bhanu Chandar	Member (Industry)	
29	Mr. K. V. N. Haribabu	Member (Parent)	
30	Mr. P. A. Kameshwar Raju	Member (Parent)	



ACTION TAKEN REPORT

The following actions were taken with respect to the IQAC Meeting reference no. Ref. No. SMEC/IQAC/2022-23/01 dated 08th August 2022 and will be submitted in next IQAC Meeting for reference.

S. No	Points Discussed	Action Taken	Status
1	Strategic Perspective Plan to be prepared by all departments.	Prepared	Completed
2	Curriculum according to the Academic Calendar to be prepared.	Prepared	Completed
3	Academic activities like Timetables, Course Files, and Lesson Plans should be prepared and submitted to IQAC.	Prepared	Submitted
4	Faculty Recruitment for the Academic Year 2022-23 should be completed.	Planned	Completed
5	Schedule of tentative Guest Lectures/Workshops, Extra Curricular and sports events to be initiated as per the perspective plan.	Finalized & scheduled	Completed
6	Schedule of Industrial Visits	Finalized & scheduled	Completed
7	Social Welfare activities has to be made regularly	Initiated	In Progress


 Coordinator
 IQAC

