



St. MARTIN'S ENGINEERING COLLEGE

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

Ref: SMEC/IQAC /2016-17/03

Date: 24/01/2017

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

Sir,

Sub: Request for approval-IQAC Meeting — regarding.

It is proposed to conduct the IQAC meeting on 27 January 2017. The agenda for the meeting is enclosed.

I request your approval

Thanking you

Yours faithfully

Dr. A. Amarendra Babu
Coordinator,
IQAC

Approved

spurus

CHAIRMAN
IQAC

St. Martin's Engineering College



Agenda:

1. Result Analysis of first semester.
2. Social welfare activities.
3. Workshops, Conferences, Seminar etc. for faculty.

Basu





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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 27 January 2017 (Monday) in the IQAC Cell at 4:00 PM.

Coordinator, IQAC

24.1.2017



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: 24/01/2017

Academic Year 2016-17

MINUTES OF THE IQAC MEETING

Date of the Meeting	27 JAN 2017	Time:	4:00 to 6:00 PM
Meeting Circular / Ref No	SMEC/IQAC /2016-17/03	Location	IQAC Cell

1. Meeting Agenda:

1. Result Analysis of first semester.
2. Social welfare activities.
3. Workshops, Conferences, Seminar etc. for faculty.

2. Points Discussed During the Meeting:

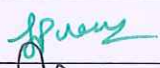
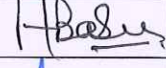


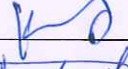
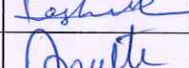
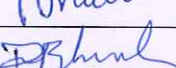
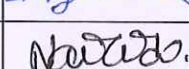
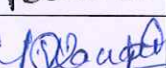
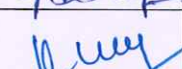
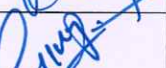
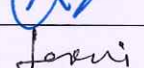
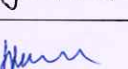
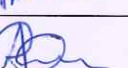
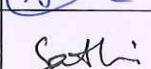
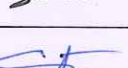
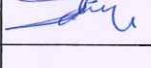
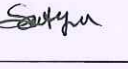

1. The committee deliberated on the result analysis of the semester.
2. Action plan was discussed to provide remedial measures for the failed students.
3. The amount participation by students and the success of the social welfare activities were reviewed.
4. The committee decided to approve permission for faculty to attend outside college Conference Seminars etc.

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

Coordinator, IQAC




**MEMBERS ATTENDED THE MINUTES OF MEETING HELD
ON 27 JAN 2017**

S.NO	NAME	DESIGNATION	SIGNATURE
1.	Dr. SP Venu Madhava Rao	Chairman	
2.	Dr. A. Amarendra Babu	Coordinator	
3.	Sri. D. Venkata Srikanth	Co-coordinator	
4.	Sri. G. Chandrasekhar Yadav	Management Member	
5.	Dr. K. Shashidar Reddy	HOD-EEE	
6.	Dr. DRVA Sharath	HOD-ECE	
7.	Dr. Anita kalgapurkar	HOD-CE	
8.	Dr. DBK. Kamesh	HOD-CSE	
9.	Dr. R. Appala Naidu	HOD-IT	
10.	Dr. Venkata Rangaiah	HOD-MBA	
11.	Dr. V. Keshava Reddy	Senior staff	
12.	Ms. S. Girija	Senior staff	
13.	Ms. Ch. Laxmi Devender	Local Community	
14.	Mr. Harish(15K81A0161)	Student member	
15.	Mr. M.Aravind,(12K81A04F7)	Alumni Member	
16.	Sri. Ch. Sathi Reddy	Industry Nominee	
17.	Sri. Sathya	Industry Nominee	
18.	Mr. P. satyanarayana	Parent	
19.	Ms. K. Umadevi	Parent	

ACTION TAKEN REPORT

The following actions were taken with respect to the IQAC Meeting reference no. Ref: SMEC/IQAC /2016-17/02 dated 28 November 2016 and will be submitted in next IQAC Meeting for reference.

Sl. No	Points Discussed	Action Taken	Status
1	Construction of Time tables completion of Course files and preparation of Lesson plans according to the subjects allocated were finalized	Prepared	Submitted
2	The committee resolved to conduct Guest Lectures and Workshops to enhance the core subject's knowledge levels of students and about the various extracurricular activities and sports events for the students.	Finalized& Scheduled	Completed
3	Exchanged views about the Implementation of the social welfare activities and participation of the students	Initiated	In progress
4	The committee Discussed the issues of the anti ragging and grievance cells	Initiated	Completed
5	Decision was taken to have MoUs with companies	Organized	In progress
6	Coaching plans were discussed to prepare students for placements	Initiated	Completed
7	The list of Research Activities proposed were discussed and checked	Initiated	In progress


Coordinator, IQAC

