



# 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/2023-24/01

Date: 09.08.2023

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

Respected Sir,

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

It is proposed to conduct the IQAC meeting on 16<sup>th</sup> August 2023. The agenda for the meeting is enclosed.

I request your approval.

Approved  
9/8/23

CHAIRMAN  
IQAC  
St. Martin's Engineering College

Thanking you,

Yours faithfully,

Dr. S. V. S. Rama Krishnam Raju,  
Coordinator, IQAC



**Agenda:**

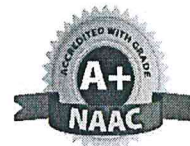
1. Review of previous meeting minutes and action taken report.
2. Preparation of Strategic perspective plan and implementation.
3. Preparation of curriculum planning according to Academic Calendars.
4. Teaching Learning Processes.
5. Implementation of NEP 2020.
6. Review on Infrastructure facilities.
7. Admissions 2023-24.
8. Participate in NIRF & other recognized rankings.
9. Faculty recruitment for the Academic Year 2023-24.
10. Preparation of AQAR 2022-23.
11. Deployment of training platform towards improving quality placements and strengthening of core placements.
12. Preparation of Event Calendars.
13. Review of academic results.
14. Feedback analysis of the previous Academic Year.
15. Social Welfare activities.
16. Research Activities.
17. Any other Points with the permission of the Chair.





# St. Martin's Engineering College

UGC Autonomous  
NBA & NAAC A+ Accredited Dhulapally,  
Secunderabad-500 100



Ref: SMEC/IQAC/2023-24/01

Date: 09.08.2023

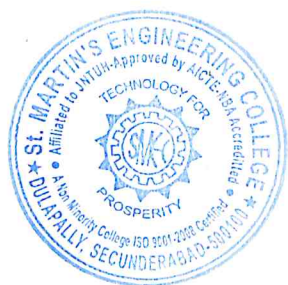
## CIRCULAR

### Sub: IQAC Meeting-Intimation to the Members of IQAC

An Internal Quality Assurance Cell (IQAC) meeting will be held on 16<sup>th</sup> August 2023 in the IQAC Cell, MG Block at 4.00 PM. The points to be discussed in the meeting are as follows:

#### Agenda:

1. Review of previous meeting minutes and action taken report.
2. Preparation of Strategic perspective plan and implementation.
3. Preparation of curriculum planning according to Academic Calendars.
4. Teaching Learning Processes.
5. Implementation of NEP 2020
6. Review on Infrastructure facilities.
7. Admissions 2023-24.
8. Participate in NIRF & other recognized rankings.
9. Faculty recruitment for the Academic Year 2023-24.
10. Preparation of AQAR 2022-23.
11. Deployment of training platform towards improving quality placements and strengthening of core placements.
12. Preparation of Event Calendar.
13. Review of academic results.
14. Feedback analysis of the previous Academic Year.
15. Social Welfare activities.
16. Research Activities.
17. Any other Points with the permission of the Chair.



Copy to:

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

  
Coordinator, IQAC





# 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



Date: 16.08.2023

## Academic Year 2023-24 MINUTES OF THE IQAC MEETING

<b>Date of the Meeting</b>	16 <sup>th</sup> August 2023	<b>Time:</b>	4:00PM to 6:00PM
<b>Meeting Circular/ Ref. No</b>	SMEC/IQAC/2023-24/01	<b>Location</b>	IQAC Cell, MG Block

Chairperson welcomed all IQAC members for the IQAC meeting held on the 16<sup>th</sup> August 2023. 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 Strategic perspective plan and implementation.

Chairperson discussed on preparation of strategic perspective plan for the Academic Year 2023-24 and its implementation.

### Agenda Point 3: Preparation of curriculum planning according to Academic Calendars.

Chairperson discussed on curriculum planning according to the Academic Calendar for the Academic Year 2023-24 and suggested to all HOD's to prepare Time tables, Course Files for coming semester.

### Agenda Point 4: Teaching-Learning Processes

Chairperson reviewed on various teaching-learning processes currently in use and suggested to implement the Smart Panels in the Teaching Learning Process from this academic year 2023-24.

### Agenda Point 5: Implementation of NEP 2020

Chairperson reviewed on implementation of NEP 2020 in the curriculum. Already implemented a part of NEP 2020 in the revised SMEC R22 curriculum. Chairperson



instructed Dean Academics to find the further scope of implementation of NEP 2020.

**Agenda Point 6: Review on Infrastructure Facilities**

Chairperson assessed the current status of infrastructure facilities including classrooms, laboratories, and support services. Areas needing improvement were identified, and it was decided to prioritize infrastructure upgrades based on available resources.

**Agenda Point 7: Admissions 2023-24**

Chairperson reviewed the admissions for the academic year 2023-24 and discussed strategies to enhance the student enrollment for the next academic year.

**Agenda Point 8: Participate in NIRF & other recognized Rankings**

Chairperson emphasized the importance of participating in national and international rankings and suggested to prepare for NIRF, ARIIA, Competition Success Review etc., Rankings.

**Agenda Point 9: Faculty recruitment for year 2023-24.**

Chairperson reviewed the faculty requirement in all the departments and suggested to recruit new faculty to maintain faculty-student ratio (FSR) for the academic year 2023-24.

**Agenda Point 10: Preparation of AQAR 2022-23.**

Chairperson instructed Dean Academics to initiate the process for submission of AQAR 2022-23.

**Agenda Point 11: Deployment of training platform towards improving quality placements and strengthening of core placements.**

Director-T&P presented the details regarding deployment of training platform towards improving quality placements and strengthens of core placements. He also presented the details of the number of core placements and the number of core companies visits for the academic year 2022-23.



**Agenda Point 12: Preparation of Event Calendar**

Chairperson suggested to all HOD's to prepare department wise Event Calendar which includes Seminars, Workshops and FDP's on latest trends in Engineering &

Technology, National & International Conferences, Industrial Visits in reputed organizations etc.

**Agenda Point 13: Review of Academic Results.**

Chairperson reviewed academic results of the previous academic year i.e. 2022-23. Strategies to improve student performance were discussed, including academic support programs and faculty mentoring initiatives.

**Agenda Point 14: Feedback analysis of the previous academic year of different stakeholders.**

Chairperson reviewed feedbacks analysis report from various stakeholders, including students, faculty, and alumni of the previous academic year i.e. 2022-23 and suggested to take appropriate action to address identified concerns and suggestions.

**Agenda Point 15: Social Welfare Activities**

Chairperson discussed about the social welfare activities planned by NSS, Street Cause, helping hands for the academic year 2023-24 and instructed the coordinators to conduct extension & outreach programs very effectively and initiatives aligned with the institution's values and mission.

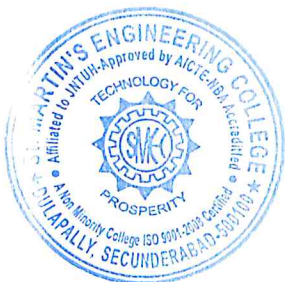
**Agenda Point 16: Research Activities.**

Dean-R&D presented the details about R&D activities planned for the Academic Year 2023-24 and status of on-going Consultancy projects.

**Agenda Point 17: Any other Points with the permission of the Chair.**









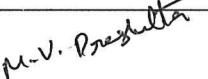




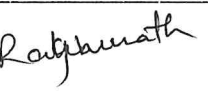
**Chairperson concluded the meeting and thanking all members for their active participation in the discussion.**

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



## MEMBERS ATTENDED THE MINUTES OF MEETING HELD ON 16<sup>th</sup> AUGUST 2023

S.NO	NAME	DESIGNATION	SIGNATURE
1	Dr. P. Santosh Kumar Patra Principal	Chairman	
2	Sri. G. Chandrasekhar Yadav Executive Director	Management Member & Stake holder	
3	Dr. S. V. S. Rama Krishnam Raju Professor & Dean Academics	Coordinator	
4	Dr. D. V. Sreekanth Professor, Dean Administrations & HOD, ME Dept.	Co-coordinator	
5	Dr. N. Ramchandra Professor & HOD, EEE Dept.	Member	
6	Dr. D. Ranadheer Reddy Professor & HOD, H&S Dept.	Member	
7	Dr. B. Harikrishna Professor & HOD, ECE Dept.	Member	
8	Dr. R. Santosh Kumar Professor & HOD, CSE Dept.,	Member	
9	Dr. V. K. Senthil Ragavan Professor & HOD, IT Dept.	Member	
10	Ms. J. K. Sandhya Kiran Associate Professor & HOD, CE Dept.	Member	
11	Dr. K. Srinivas Professor & HOD, CSE (AI & ML) Dept.	Member	
12	Dr. G. Govindarajulu 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	Ms. B. Shravani Senior Faculty	Member	

16	Dr. G. Jawaharlal Nehru Associate Professor of CSE	Member	
17	Mr. Ramesh Reddy Assistant Professor of ECE	Member	
18	Mr. K. Srihari Municipal Commissioner, Kompally	Member (Local Community)	
19	Ms. B. Hamsaskanditha (21K81A0473)	Student Member	
20	Ms. Nadia Shaikh (21K81A0546)	Student Member	
21	Ms. K. Akshaya Kalyani (21K81A1290)	Student Member	
22	Ms. A. Gahana Sree (21K81A6602)	Student Member	
23	Ms. B. Keerthana (21K81A7236)	Student Member	
24	Ms. M. Vishnu Preshitha (21K81A7330)	Student Member	
25	Mr. Ch. Uneendra (18K81A04D5)	Member (Alumni)	
26	Sri. Dharma Rao	Member (Industry)	
27	Sri. Bhanu Chandar	Member (Industry)	
28	Sri. B. R. Santosh Kumar	Member (Parent)	
29	Sri. G.Raghunath	Member (Parent)	





**ACTION TAKEN REPORT**

The following actions were taken with respect to the IQAC meeting with Reference number SMEC/IQAC/2022-23/03 Dated: 18.04.2023 and will be submitted in next IQAC meeting for reference

S. No.	Points Discussed	Action Taken	Status
1	The committee reviewed the Academic Audit Report.	Verified	Completed
2	The committee reviewed the placements for the final year students	Verified	Completed
3	The committee examine final output of different R&D activities executed in the campus	Examined	Completed
4	The committee reviewed the Industrial Visits conducted	Verified	Completed
5	The committee reviewed the social welfare activities conducted	Verified	Completed



*[Signature]*  
Coordinator  
IQAC

