



# NARSIMHA REDDY ENGINEERING COLLEGE

Maisammaguda, Dhulapally, Secunderabad-500100

## Internal Quality Assurance Cell

### Minutes of Meeting for NAAC preparations held in NRCM at 2:00PM on 16.07.2016

The following faculty members and officials were present in the meeting chaired by honorable Principal.

Sl.No	Role	Name of the Person	Designation(s)
1	Chairperson	Dr. C.N.V.Sridhar	Principal & Professor in Mechanical Engineering
2	Member	Mr.Govindarajulu	Admin officer
3	Member	Mrs.D.Latha	Asst. Professor, ECE Department
4	Member	Mr.B.Naresh	Asst. Professor, EEE Department
5	Member	Ms.A.Sravanthi	Associate Professor, CSE Department
6	Member	Mr.G.Satish Kumar	Associate Professor, ME Department
7	Member	G.Nanda Kishore	Asst. Professor, CE Department
8	Member	V.J.Murthy	Associate Professor, H & S Department
9	Management Member	Mr.J.Trishul Reddy	Secretary, Narsimha Reddy Engineering College
10	Management Member	Mr.J.Trilok Reddy	Treasurer, Narsimha Reddy Engineering College
11	Member from Society	Mr.m.Narender Reddy	Lawyer
12	Member from Industry	Mr.K.V.Sreenivasa Rao	AGM,
13	Nominee, Local Society	Mr.M.Srinivas Reddy	Sarpanch, Maisammaguda
14	Alumni	Mr.T.Ravitheja	Asst.Professor, MREC, Hyderabad
15	Student Member	Ms.E.Harika	Student, ECE Department
16	Student Member	Mr.M.Jithendra	Student, ME Department
17	Coordinator	P.Ashok Babu	Professor in ECE Department

Issues related to NAAC Accreditation were discussed in detail and following discussions were taken.

### Academic:

1).To encourage Lecturers from different departments to attend seminars, symposias, workshop, conferences and refresher courses during this session.

2). To encourage teachers to send proposal for UGC sponsored international seminar and for UGC sponsored National seminar.

3). To pursue research and field work based extension programmes.

4). To bring out in house journals.

5).To conduct FDP for staff.

### Introduce SWOT on Faculty, Administration and Institute:

Committee has decided to implement exit feedback system at this institute for next academic year

### Self Study Report (SSR) Preparation:

- a) Preface
- b) Profile of the Institute
- c) Criteria wise
- d) Evaluation Report of the Departments

Coordinator has discussed and presented the contents of Self study report. All the members are approved and accept it.

### Extension Activities:

Red Cross, NSS, NCC, Red Ribbon, Club, Youth Welfare each to carry out their extensive activities planned according to the session.

Remaining points in the agenda will be taken up in the next meeting in Jan-2017.

Meeting ended with thanks to the chairperson.

Coordinator, IQAC