

MEETING NOTICE

Date: 07/12/2017

Subject: Meeting of IQAC Scheduled on 09/12/2017 at 3:00PM
Venue: Board Room

Dear Sir/Madam,

You are cordially invited for the 4th IQAC meeting, the agenda for meeting is as follows:

1. Confirmation of Minutes of 3rd meeting held on 10/10/2017.
2. To review the action taken report of 3rd meeting.
3. Review the progress of NAAC required documents from view point of IQAC.
4. To take Review on Progress of National Conference
5. Review report of Program Assessment Committee (PAC).
6. To review of preparation for even semester (Review of subject allotments, course files, academic facilities for 2017-18).
7. Any other points with the permission from chair.

You are kindly requested to confirm your presence as it will help us to make further Provisions.
Looking forward to hear from you.

Thanking you in anticipation




Yours faithfully
M.N.Narsaiah
Coordinator, IQAC

COORDINATOR, IQAC
KG Reddy College of Engineering & Technology
Chilkur (V), Moinabad (M),
Ranga Reddy Dist., Telangana

Minutes of the 4th Meeting

The IQAC 3rd meeting was held on 9th December 2017 at 3:00 P.M. at the Institute Board room
Members Present:

S.no	Name	Designation	Position
1	Dr. R.S.Jahagirdar	Principal, KGR CET	Chairman
2	Ln. K. Krishna Reddy	Chairman, KGR CET	Member, Representative from Management
3	Prof. M.N.Narsaiah	HOD ECE, KGR CET	Coordinator
4	Ms. K. Sandhya Reddy	Industrialist, KENRA Technology Hyderabad	Member
5	Dr. Dilip Kumar Sahu	Professor, Dept of Mech, KGR CET	Member
6	Prof. M. Saidi Reddy	HOD CSE, KGR CET	Member
7	Prof. Mahesh Reddy	HOD MECH, KGR CET	Member
8	Prof. K. Syed	HOD EEE, KGR CET	Member
9	Prof. K.Umashankar	HOD, H&S, KGR CET	Member
10	P.Usha	Assistant Professor, Dept of ECE	Members
11	A.Nandini	Assistant Professor, Dept of CIVIL	Members
12	N.Harini	Assistant Professor, Dept of Mech	Members
13	V. Shailaja	Assistant Professor, Dept of EEE	Members
14	S. Krushima	Assistant Professor, Dept of CSE	Members
15	Mr. B. Ravi Kiran	Office Superintendent, KGR CET	Member, Administration
16	Mr.D.Vinay	Alumni	Member, Representative from Alumni
17	Mr. A. Manish Chandra	Chairman, Student Council, KGR CET	Member, Representative from Student Council
18	Mr. G.Vikram reddy	General Secretary, Student Council	Member, Representative from Student Council
19	Mr. S. Samba Shivan	General Secretary, Student Council	Member, Representative from Student Council


 M.N.Narsaiah
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The following points are discussed in 4th IQAC meeting.

1. Confirmation of Minutes of 3rd meeting held on 10/10/2017.

MOM is circulated to all the members of IQAC and Action Taken Report is accepted and recommended to the Governing Body.

2. To review the action taken report of 3rd meeting.

Action taken report is circulated to all the committee members.

- First phase of external audit for the NAAC work have been conducted. Different Coordinators submitted the report of work criteria wise. The report is accepted and it is directed to appoint phase wise external auditor.

I-Phase : Dr. Usha Patil

- Review on Progress of National Conference. Facilities for the National level conference have been reviewed.
- Report of Program Assessment Committee (PAC) has been reviewed.

3. Review the progress of NAAC required documents from view point of IQAC.

Phase II and III NAAC reviews has been scheduled and informed to the third party (six sigma and ISO certified experts)

II-Phase from 23/12/17 to 25/12/17 :Dr. Ganesh Rajgopal and Ms. Swarupama Raskar

III-Phase from 6/01/18 to 8/01/18 :Dr. Ganesh Rajgopal and Ms. Swarupama Raskar

4. To take Review on Progress of National Conference

The conclude view of confirmation for appointment of peers, delegates for National conference to be held on 21st, 22nd of December 2017 has been discussed.

5. To review of preparation for even semester (Review of subject allotments, course files, academic facilities for 2017-18).

Recommended to conduct demo of the faculty before allotting subjects.

6. Any other points with the permission from chair.

As there is no point raised by any member of committee, the meeting ended up by giving vote of thanks to the chairman.



Chairman, IQAC
Dr. R.S. Jahagirdar

CHAIRMAN, IQAC
KG Reddy College of Engineering & Technology
Chilkur (V), Moinabad (M),
Ranga Reddy Dist., Telangana



Coordinator, IQAC
M.N. Narsaiah

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