MVR COLLEGE OF ENGINEERING & TECHNOLOGY
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Besides Hanuman Statue, NH9, Paritala, Kanchikacherla (M), Krishna (dt), A.P. Pin : 521 180. Ph : 08678 - 201155,66,77,
Email : principal@mvrcoe.ac.in URL : www.mvrcoe.ac.in

Ref: MVR/IQAC/CIR-1/2019-2020 **Date: 07/06/2019**

CIRCULAR

All the IQAC members are hereby informed that meeting of IQAC is scheduled on 17/06/2019 at 11.00 AM in IQAC chamber to discuss the following agenda.

AGENDA:

1. Teaching & Learning.
2. Workshops/FDPs/Seminars/Conferences conducted and attended.
3. Research & Development activities.
4. Co-Curricular& Extra Curricular Activities.
5. Industry Participation.
6. Department Budget.
7. Placement Activities.
8. Any other item with the permission of chair.

All the members are requested to attend the meeting.

IQAC Coordinator

Copy to:
The Chairperson
Mr. Ch.Kiran Kumar — IQAC Coordinator
The Principal Office File
All Members of IQAC, Staff, Students and Notice Board

Administrative office
Swarna Academy of Sciences, Hotel Swarna Palace, Governerpet, Vijayawada, A.P - 520 002, India.
Ph : 0866 - 2577222, Fax : 0866 - 2574602 Email : mvrcoe@gmail.com

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Internal Quality Assurance Cell (IQAC) committee members

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2	Mr. D. Srinivas	HOD-CSE	IQAC Coordinator	
3	Mr. A. Jayaram	Executive Director	Member	
4	Mr. Ch. Naga Raju	Industry Representative	Member	
5	Dr. Rushi Santhosh Singh Tagore	HOD-EEE	Member	
6	Mr. M. Rajesh	HOD-MECH	Member	
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8	Dr. Ch. Sudheer Kumar	HOD-BS&H	Member	
9	Mr. K. Syam babu	HOD-ECE	Member	
10	Mr. A. Kalyan Kumar	OIE	Member	
11	Mr. Bhaskar	Administrative Officer	Member	
12	Mr. Efraeem Kumar	Librarian	Member	
13	Mr. G. Kishore	Training &Placement Officer	Member	
14	Mrs. Bindhu	Alumni	Member	
15	Mr. M. Anjaneyulu	Student	Member	
16	Mr. K. Koteswara Rao	Parent	Member	
17	Mr. K. Vijaya Kumar	Physical Director	Member	

IQAC Coordinator

Principal

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Ref: MVR/IQAC/MOM-1/2019-2020 Date: 19/06/2019

MI NUTES OF MEETING

The IQAC review meeting was held on 17/06/2019 at 11.00 A M in IQAC Chamber

- ✓ Resolved to maintain proper documents for the implemented ICT.
- ✓ Resolved to register as many candidates as possible for N PTEL /MOOC courses, from all departments.
- ✓ Resolved to prepare plan of action for R 19 curricul
- ✓ um. Resolved to maintain records as per the institute
- ✓ requirements. Resolved to conduct remedial classes for slow learners.
- ✓ Resolved to prepare Time tables and also instruct faculty to prepare coutse files for the coming semester.
- ✓ Resolved to plan FDPs / Workshops and submit proposals in the prescribed format.
- ✓ Resolved to encourage faculty to attend workshop/FDP conducted by eminent institutes / organizations.
- ✓ Resolved to increase number of consultancy projects.
- ✓ Resolved to prepare plan of action and schedule for co-curricular and extracurricular activities department wise for proper implementation in the college.
- ✓ Resolved to motivate the students to increase the participation rate in all the activities.
- ✓ Resolved to have industry personnel participation in academic institute activities to bridge the gap between industry and institute with guest lecturers by industry experts and MOU fot the exchange of knowledge through industry internship, industry project works.

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Resolved to invite industry experts to teach a few selected topics of curriculum at least one course in the program.

Resolved to utilize the amount allocated in the budget to the maximum extent.

Resolved to review budget utilization on quarters y basis and to take initiatives to augment the utilization of the budget, if they are lagging behind.

Resolved to improve communication skills, aptitude skills of the students, and to give more focus on Quantitative ability, Logical reasoning, Interpersonal skills, English language, Grammar, Vocabulary, Group Discussion & Personal Interview techniques etc.., to improve student placements.

Resolved to conduct the administrative academic audit and to table the report on next meeting.

Resolved to extend the librar y facility and also to improve the ambience for students preparing for competitive exams.

IQAC Coordinator

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The Principal Office File All Members
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Ref: MVR /IQAC/CIR-2/2019-2020 **Date: 17/08/2019**

CI RCU LAR

All the IQAC members are hereby informed that the mecting of IQAC is scheduled on 19/08/2019 at 03.00 PM in IQAC chamber to discuss the following agenda.

AGENDA:

1. Action taken report on minutes of meetings held on 17/06/201 9
2. Review on stakeholdcr's feedback.
3. Increasing the activities under OSS unit.
4. Enhancement of internet speed.
5. Discussion on effective utilization of ICT tools.
6. Review on student's higher education through career counseling.
7. Review on Result Analysis.
8. Duties of student counsellors.
9. Any other item with the permission ofchair.

All the members are requested to attend the meeting.

IQAC Coordinator

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IQAC Coordinator **Principal**

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Ref: MVR/IQAC/MOM-2/2019-2020 Date: 21/08/2019

MINUTES OF MEETING

The IQAC review meeting was held on 19/08/201 9 at 03.00 PM in IQAC Chamber.

Discussion on the agenda:

1. Resolved to conduct remedial or extra classes to improve the pass percentage.
2. Resolved to increase the speed of internet connectivity to the computer labs from 30 mbps to 45 MBPS by Net links internet provider.
3. Resolved to encourage faculty members in using ICT tool to enhance the teaching quality.
4. Resolved to submit the branch wise analysis and also identify the toppers list of the results of IV B. Tech -II Sem was released department wise.
5. Resolved to assign 20 student's responsiblity to each counsellor for collecting fee and to minimize their absence.
6. Resolved to introduce waste management system to maintain the campus dust free and pollution free.

IQAC Coordinator

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Ref: MVR/IQAC/MOM-6/2019-2020 **Date: 16/04/2020**

MINUTES OF MEETING

The IQAC review meeting was held on 20/04/2020 at 03.00 PM in IQAC Chamber.

1. Resolve to monitor on Proper Dress Code and ID Cards for both by staff and students.
2. Resolved to include the modules of lab details, fee concession details, bus transportation details
3. Resolved to establish a separate room for playing indoor games like Table tennis, Caroms and chess.
4. Resolved to celebrate farewell party in the month of April, 2020.
5. Physical attendance of staff at college.
6. Schedule for HOD's meeting and Staff meeting.
7. Plan to initiate online webinars for staff and students through Zoom, Cisco WebEx, and Google meet applications

IQAC Coordinator

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Ref: MVR/IQAC/CIR-6/2019-2020 **Date: 17/04/2020**

CIRCULAR

All the IQAC members are hereby informed that the meeting of IQAC is scheduled on 20/04/2020 at 03.00 PM through Google meet to discuss the following agenda.

Agenda:

1. Action taken report on minutes of meetings held on 17/02/2020
2. Release of Schedule for Online Class work.
3. Physical attendance of staff at college.
4. Schedule for HOD's meeting and Staff meeting.
5. Plan to initiate online webinars for staff and students through Zoom, Cisco WebEx, and Google meet applications.
6. Review on NAAC SSR submission related work.
7. Any other item with the permission of chair.

IQAC Coordinator

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