

Minutes of the IQAC meeting of Methodist College of Engineering and Technology held on 7th May 2021

After the accreditation by NAAC, IQAC was constituted on 1st May, 2021 as per the guidelines prescribed by NAAC. The first IQAC meeting was held on 7th May, 2021 at 9.30 am in the Board Room. The following members have attended the meeting.

Sl. No	Name	Nature	Present / Absent
1	Dr Prabhu G Benakop Prof of EEE, MCET	Chairman	Present
2	Dr M Lakshmipathi Rao Director	Member	Present
3	Dr S Venkateswar Dean	Member	Present
4	Sri K Krishna Rao Secretary & Correspondent	Member	Present
5	Dr S Yella Reddy Sapala Organics	Member	Present
6	Dr A Rajashekar Professor, ME	Member	Present
7	Dr B Krishna Kumar Professor, ECE	Member	Present
8	Dr P. Lavanya Professor, CSE	Member	Present
9	Dr M Sharada Varalaxmi Professor, CSE	Member	Present
10	Dr Akshay S K Naidu Professor, CV	Member	Present
11	Smt. Y Mastanamma Asso. Professor, EEE	Member	Present
12	Dr K Anuradha Reddy Asso. Professor, Physics	Member	Present
13	Smt Rani Rajan Asso. Professor, BM	Member	Present
14	Dr John William Carey Medithe Asso. Professor, ECE	Member	Present
15	Mr A Sachendranath Administrative Officer	Member	Present
16	Mr. K Veerabhadra Rao COE	Member	Present
17	Mr T Shyam Sunder TPO	Member	Present
18	Mr Mir Mahboob Ali Khan Parent	Member	Present
19	Ms. Priyaa Pottipalli ECE Aluminus	Member	Present
20	Mr. Mohammed Adnan CSE Student	Member	Present
21	Mr. T V S S Satyendra HR Manager, Hitachi Vantara	Member	Present
22	Dr Ravi M Yadahalli Professor, ECE	Member	Present

Following is the Agenda for the Meeting:

1. Welcome by Principal / Chairman –IQAC
2. Discussion on NAAC Peer Team Report on Institutional Accreditation
3. Conduct of online classes and Internal Examinations
4. Conduction of Internal academic audits in all Departments
5. Incentives to faculty and students to encourage and promote Research activities and patent culture.
6. Organisation of Webinars/symposium/ technical events through online during pandemic
7. Any other issue with the permission of chairman.

Prof Prabhu G Benakop, Principal, MCET has welcomed all the members and introduced the external members . Then the Principal asked Prof Ravi M Yadahalli, Coordinator, IQAC to take up the items as per agenda.

Agenda Item 2: Discussion on NAAC Peer Team Report on Institutional Accreditation

The IQAC coordinator congratulated all the members for securing A+ grade in NAAC accreditation with a CGPA of 3.32 and conveyed thanks for their support and contribution in achieving the unique milestone. He also expressed the opinion that all the stakeholders will be looking to us for good quality initiative benefitting the students. He also informed the members that the online NBA accreditation held during 16-18 April went off well and the result is awaited. He said all the HODs are confident that all the five departments would be accredited by NBA. NAAC.

Then the members took up the NAAC observations and recommendations. It is suggested that all the aspects of the NAAC report may be brought to the notice of all the faculty to make them aware of the SWOC analysis. As stated in the recommendations of the NAAC peer team report it is decided to give more preference to alumni activities, R&D activities and student centric activities to promote and enhance quality.

The IQAC coordinator is advised to formulate different committees to look into the recommendations of the Peer Team and work out modalities for their implementation.

Agenda Item 3: Conduct of online classes and Internal Examinations

In view of the pandemic and prevalent lock downs that may be prolonged for a long period, it is suggested by the members to plan for the conduct of online classes for the academic year

2020-2021. The coordinator is advised to explore the possibilities, in consultation with the CSE department and identify a suitable platform for the conduct of online classes. The Management may also be requested to provide all the facilities required for the conduct of classes and also conduct of online Internal examinations at a later date. After identifying the platform training programmes may be organised on online activities both for faculty and students.

Agenda Item 4: Conduction of Internal academic audits in all Departments

It is decided to conduct two internal academic audits from the academic year 2020- 2021, one in odd semester and one in even semester. The IQAC coordinator in consultation with the Principal may appoint a committee, evolve standard formats and undertake the academic audit and place the reports for the consideration of IQAC.

Agenda Item 5: Incentives to faculty and students to promote Research activities and patent culture.

It is suggested to promote quality research by offering certain incentives to the faculty. The faculty may be advised to publish their research papers in peer reviewed and UGC approved/ Scopus indexed Journals for getting good recognition for their research work. The culture of carrying out innovative research that lead to filing of patents is also to be encouraged. To achieve this objective the management may be advised to offer financial support and also certain incentives. The IQAC coordinator is requested to work out the modalities for the incentives and the Principal is requested to submit the same to the Management for its consideration.

Agenda Item 6: Organisation of Webinars/symposium/ technical events through online during pandemic

Keeping the pandemic situation in view the HODs are requested to conduct a number of online webinars/ symposia / workshops and also encourage the faculty to attend all such online programmes to keep pace with the latest trends in the areas of their interest.

Agenda Item 7. Any other issue with the permission of chairman

Under this item the Principal informed all the members informed that the management has decided to apply to UGC for grant of Autonomous Status with effect from the academic year 2021-2022. As per this decision the application is ready and will be submitted to UGC very

shortly. He thanked all the HODs and faculty for providing the required information at a very short notice for the submission of the application to UGC in the prescribed format. The IQAC coordinator is requested to keep all the records ready and sought the cooperation of all the HODs to gear up for the inspection by UGC committee.

Following are the resolutions made:

- To Constitute various committees to look into the recommendations of the Peer Team and work out modalities for their implementation.
- Identify a suitable platform in consultation with the CSE department for the conduct of online classes.
- Organise training programmes to faculty and students on online classes and examinations.
- Submit a proposal to the management with a request to provide all the facilities required for the conduct of classes and also for the conduct of online Internal examinations
- Organise Internal academic audit in all Departments, at least twice in an year
- Work out modalities for offering incentives and faculty to promote quality research and to submit a proposal to the Management for consideration.
- Plan for the organisation of Webinars/symposium/ technical events, in various departments, through online during the pandemic

Finally while thanking all the members for their active participation in the discussions and also for their useful suggestions, he requested the cooperation of all the members in the preparations for the Autonomy inspection.



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METHODIST COLLEGE OF ENGG. & TECH.
King Koti Road, Abids, Hyderabad