



# TKR COLLEGE OF ENGINEERING & TECHNOLOGY

(Sponsored by TKR Educational Society, Approved by AICTE, Affiliated to JNTUH)

AN AUTONOMOUS INSTITUTION

Accredited by NBA and NAAC with 'A' Grade

Medbowli, Meerpet (V), Balapur (M) Ranga Reddy (D), Hyderabad, Telangana - 500097

Mobile: 9100377790, E-mail: info@tkrcet.ac.in, Website: www.tkrct.ac.in



College Code: K9

## IQAC(2018-19)

### Members

1.	Dr. D.V. Ravi Shankar, Principal, TKRCET.	Principal	Chairperson
2.	Dr.A.Suresh Rao,	Dean -Academics	Co-ordinator
3.	Mr.B. Shankaraiah	Representative of EEE	Member
4.	Mr.K.V.R. Satya sai	Representative of Civil	Member
5.	Mr.K.Ramesh	Representative of CSE	Member
6.	Mr. V. Ravi Kumar	Representative of IT	Member
7.	Mr.M.Venkat Reddy	Representative of Mech.	Member
8.	Mr. M. Venkateshwarlu	Representative of H&S	Member
9.	Ms. P. Gayathri	Representative of ECE	Member
10.	Mrs. A. Meena Kumari	Representative of H&S	Member
11.	Mr. Raj Kumar	Representative of H&S	Member
12.	Ms. Priyanka Margret	Representative of H&S	Member
13.	Ms. K. Gyaneswari	Representative of MBA	Member
14.	Dr. P. Rami Reddy	Educationist	Member

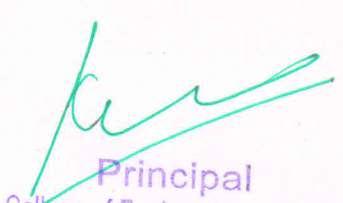
### Meeting Schedule:-

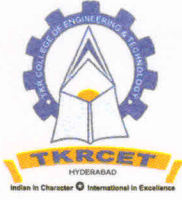
Minimum two times in an academic year.

### Functions:

1. Prepares annual calendar events of the institution.
2. Conducts periodical meetings.
3. Organizes capacity building programme.
4. Feedback analysis.
5. Departmental action plan and report.
6. Committees' action plan and report.
7. Co-ordinate the preparation of individual timetable & lesson plan.
8. Extends support for organizing the programs.
9. Encourages faculty's research activities.
10. Students' progress and support services.
11. Benchmarks.



  
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## INTERNAL QUALITY ASSURANCE CELL MEETING

<b>VENUE</b>	<b>BOARD ROOM</b>	
<b>CONVENED ON 21-08-2018</b>	<b>TIME: FROM 10.00 Hrs TO 12.00 Hrs</b>	
<b>List Of Members Attended</b>	Dr. D.V. Ravi Shankar, Dr.A.Suresh Rao, Mr.B. Shankaraiah Mr.K.V.R. Satya sai Mr.K.Ramesh Mr. V. Ravi Kumar Mr.M.Venkat Reddy Mr. M. Venkateshwarlu Ms. P. Gayathri Mrs. A. Meena Kumari Mr. Raj Kumar Ms. Priyanka Margret Ms. K. Gyaneswari Dr. P. Rami Reddy	
<b>List Of Members Unable To Attend</b>	-	
<b>Agenda Points</b>	<b>Details Of Discussion</b>	<b>Action Taken</b>
1. Monitoring of course contents and deliverables.	1. Periodic reviews by class teachers along with class review committee members to monitor academic progress.	
2.Preparation of Coursefiles.	Coursefiles are to be prepared for each subject including laboratories by the concerned staff.	<b>Verified by the DAC</b>



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3.Promotion of placement and EDC cell.	The placement and EDC cell to promote start-ups among the students.All possible help will be extended by the management to the students coming up with start-up's.	
4. Feedback analysis	<ol style="list-style-type: none"><li>1. Feedback from all the sections are collected and summarized with respect to faculty.</li><li>2. Committee suggested best practices to improve the quality of teaching.</li><li>3. Suggested to conduct orientation classes for all the faculty who secure &lt;65% feedback.</li></ol>	
5. Conducting remedial class	<ol style="list-style-type: none"><li>1. Advised to conduct remedial classes for students who got below 12 marks in their mid exams and committee suggested to prepare remedial class time table.</li></ol>	
6. Subject allocation and time table preparation	<ol style="list-style-type: none"><li>1. Committee suggested to all the HOD's to allot the subjects to the faculty and prepare the time table accordingly.</li><li>2. Instructed the faculty to prepare the Course handouts.</li><li>3. Suggested the Departments to conduct the Departmental Festivals (Technical and Non Technical events).</li></ol>	



  
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## INTERNAL QUALITY ASSURANCE CELL MEETING

<b>VENUE</b>	<b>BOARD ROOM</b>	
<b>CONVENED ON 15-02-2019</b>	<b>TIME: FROM 10.00 Hrs TO 12.00 Hrs</b>	
<b>List Of Members Attended</b>	Dr. D.V. Ravi Shankar, Dr.A.Suresh Rao, Mr.B. Shankaraiah Mr.K.V.R. Satya sai Mr.K.Ramesh Mr. V. Ravi Kumar Mr.M.Venkat Reddy Mr. M. Venkateshwarlu Ms. P. Gayathri Mrs. A. Meena Kumari Mr. Raj Kumar Ms. Priyanka Margret Ms. K. Gyaneswari Dr. P. Rami Reddy	
<b>List Of Members Unable To Attend</b>	-	
<b>Agenda Points</b>	<b>Details Of Discussion</b>	<b>Action Taken</b>
1. Updation of lab coursework.	1. The Lab coursework and list of experiments are to be updated in need according to the industry	



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2. Promotion of ICT.	1. Promote the use of ICT for effective teaching. Increase the number of ICT classrooms.	
3. Student, faculty seminars & workshops.	1. Suggested HOD's to encourage the faculty and students to attend workshops and seminars conducted national and international level.	
4. Preparing academic calendar	To prepare an academic calendar for the Academic year 2018-19.	Academic calendar is approved in governing body meetings for the Academic year 2018-19.



  
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