



DR. V.R.K WOMEN'S COLLEGE OF ENGINEERING AND TECHNOLOGY

Approved by AICTE & Premitted by Government of Telangana State
Affiliated to Jawaharlal Nehru Technological University Hyderabad

Aziznagar (V), Moinabad (M), R.R. Dist. 500 075 - T.S.

Contact No. 7893044962 / 08413235962

Website : www.drvrkwomenscollege.com

Internal Quality Assurance Cell

Academic Year: 2018-19

S.No.	Name	Designation	Category	Position
1	Dr. B.Sasi Kumar	Principal	Head of the Institution	Convenor
2	Dr. Aleemuddin Ghouri	Professor	Teaching Faculty	Coordinator
3	Dr. L.C. Manikandan	Professor	Teaching Faculty	Deputy Coordinator
4	Dr.Prasanakumar.R	Professor/CSE	Teaching Faculty	Member
5	Dr. G. Kalaimani	Professor & H.O.D/ CSE	Teaching Faculty	Member
6	Dr.ShaikSaidulu	Professor & H.O.D/ ECE	Teaching Faculty	Member
7	Dr.K.Premlatha	Professor & H.O.D/ EEE	Teaching Faculty	Member
8	Dr. Touseef Humaira	Professor & H.O.D / H&S	Teaching Faculty	Member
9	Mrs. Shaheena Kamrani	Assistant Professor Exam Cell Incharge	Teaching Faculty	Member
10	Mrs.Mubeena Anjum	Head Training, Placement and Corporate Affairs	Teaching Faculty	Member
11	Mr.Shaik Nagur Basha	Assistant Professor/EEE. Alumni Association	Teaching Faculty	Member
12	Mr. Md Aqeel Ahmed	Administrative Officer	Senior Administrative Officer	Member
13	Mr. M.A. Lateef	Chief Librarian	Librarian	Member
14	Mr. Srinivasulu	Physical Director	Physical Education	Member
15	Ms.Tehniyat Jahan	Student	Student Nominee	Member
16	Mr. Abdul Rahman Shareef	Industrial Expert	Local Society Nominee	Member
17	Mr. Syed Azaz-ur Rahman	Administrative Expert	Local Society Nominee	Member
18	Mrs.Birjis Fatima	Entrepreneur	Alumni Nominee	Member



PRINCIPAL
Dr. VRK Womens College of Engg. & Tech.
Aziz Nagar, Moinabad, R.R. Dist.



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Internal Quality Assurance Cell

Ref: DRVRKWCET/IQAC/CIR/2018-19/01

Date: 07/07/2018

CIRCULAR

The first IQAC Meeting of the year 2018-19 will be conducted in the principal's cabin on 19/07/2018 at 11:30 am. All the IQAC members are informed to attend the meeting without fail.

Agenda for the Meeting

1. Review of last meeting minutes
2. Review of Academic Audit report for 2017-2018 Second Semester
3. Review of Results of University Examination APR / MAY 2018
4. Review of feedback of Students, Faculty, Alumni and Employers and Action Taken
5. Review of effectiveness of Student Counselling
6. STTP on Women Empowerment
7. Review of curriculum planning, course outcome and program outcome attainment.
8. Plan for orientation day of first year students

IQAC Deputy Coordinator

IQAC Coordinator



Copy to

- 1) Principal
- 2) IQAC File
- 3) Office File
- 4) All members of IQAC



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Internal Quality Assurance Cell

Ref: DRVRKW CET/IQAC/CIR/2018-19/01

Date: 21/07/2018

Minutes of the Meeting

The first IQAC meeting of DRVRKW CET for the academic year 2018-2019 was held on 19/07/2018 at 11:30 am in Principal's Ccabin.

Dr. Prasana Kumar, Member IQAC, welcomed all the members of the IQAC. The meeting started with a permission of the Head of the Institution.

1. Review of last meeting minutes

The last meeting minutes were reviewed and the status of the same was discussed.

2. Review of Academic Audit report for 2017-2018 Second Semester

Dr. Aleemuddin Ghouri, who is a member of the Internal Quality Assurance Cell (IQAC) and also serves as the coordinator for the academic audit of the second semester of 2017-18, presented the audit report encompassing all departments audited in July 2017, thereby initiating the ensuing discussion. During the deliberations, members proposed the inclusion of CO-PO (Course Outcomes-Program Outcomes) attainment calculation and the consideration of departmental strength in the audit process. The Head of the institution, Dr. B. Sasi Kumar, granted approval for the suggested enhancements to be incorporated starting from the subsequent audit cycles.

3. Review of Results of University Examination APR / MAY 2018

The individual in charge of the Examination Branch, Mrs. Shaheena Kamrani, provided a presentation on the outcomes of the university examination conducted in the month of APR/MAY 2018. In response, committee members put forth several ideas aimed at enhancing the pass percentage. These suggestions included the adoption of new methods and strategies, as well as the implementation of motivational initiatives for the students.

4. Review of Feedback of Students, Faculty, Alumni and Employers and Action Taken

The members were presented with an analysis report on the feedback obtained from students, faculty, alumni, and employers. The report included details about the actions taken in response

to the feedback received from these stakeholders. The efforts made by the institution to implement the suggestions provided by stakeholders for the enhancement of the teaching-learning process, measurement of learning outcomes, and improvement of operational structures and methodologies were acknowledged and appreciated by the members of the Internal Quality Assurance Cell (IQAC).

5. Review of effectiveness of Student Counselling

The institution has shown a strong commitment to implementing a mentor-mentee scheme. The counselling format for students utilized in previous years was showcased to the members. Upon review, members recommended the inclusion of a psychiatrist within the group of counselors to address the psychological issues faced by students. This addition aims to provide appropriate guidance to students, helping them overcome challenges and avoid distractions from their studies.

6. STTP on Women Empowerment

The institution has scheduled a three-day Short Term Training Programme on Women Empowerment for all students in September 2018. The primary objective of the program is to motivate students to establish their own companies and foster entrepreneurial skills among them.


7. Review of curriculum planning, course outcome and program outcome attainment

The Coordinator of the IQAC submitted a comprehensive report on curriculum planning and implementation, the measurement of course and program outcome attainment, and the department's endeavor and methodologies. The report outlined the department's substantial contributions to institutionalizing quality assurance strategies and processes.

8. Plan for orientation day of first year students

A request was made to the Head of the Department to formulate a plan for orienting newly enrolled first-year students. The objective is to facilitate the transition of their mindset from the school level to the college level.

Meeting ended with Vote of Thanks by IQAC member Mrs. Mubeena Anjum.


IQAC Deputy Coordinator

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Ref: DRVRKWCET/IQAC/CIR/2018-19/01 Date: 19/07/2018

ATTENDANCE SHEET

S.No.	Name	Designation	Signature
1	Dr. B.Sasi Kumar	Principal	
2	Dr. Aleemuddin Ghouri	Professor	
3	Dr. L.C. Manikandan	Professor	
4	Dr.Prasanakumar.R	Professor/CSE	
5	Dr. G. Kalaimani	Professor & H.O.D/ CSE	
6	Dr.ShaikSaidulu	Professor & H.O.D/ ECE	
7	Dr.K.Premalatha	Professor & H.O.D/ EEE	
8	Dr. Touseef Humaira	Professor & H.O.D / H&S	
9	Mrs. Shaheena Kamrani	Assistant Professor Exam Cell Incharge	
10	Mrs.Mubeena Anjum	Head Training, Placement and Corporate Affairs	
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14	Mr. Srinivasulu	Physical Director	
15	Ms.Tehniyat Jahan	Student	
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18	Mrs.Birjis Fatima	Entrepreneur	

IQAC Deputy Coordinator



IQAC Coordinator