



# 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.

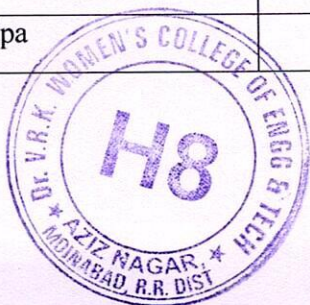
Contact No. 7893044962 / 08413235962

Website : www.drvrkwomenscollege.com

## Internal Quality Assurance Cell

Academic Year: 2023-24

S.No.	Name	Designation	Category	Position
1	Dr. B.Sasi Kumar	Principal	Head of the Institution	Convenor
2	Dr. E. Seshatheri	Professor	Teaching Faculty	Coordinator
3	Dr. L.C. Manikandan	Professor	Teaching Faculty	Deputy Coordinator
4	Dr. G. Kalaimani	Professor & H.O.D/ CSE	Teaching Faculty	Member
5	Dr.Shaik Saidulu	Professor & H.O.D/ ECE	Teaching Faculty	Member
6	Dr.K.Premlatha	Professor & H.O.D/ EEE	Teaching Faculty	Member
7	Dr. Touseef Humaira	Professor & H.O.D /H&S	Teaching Faculty	Member
8	Mrs. Shaheena Kamrani	Assistant Professor/ECE Exam Cell	Teaching Faculty	Member
9	Mr. Syed Riyaz Ahmed	Head Training, Placement and Corporate Affairs	Teaching Faculty	Member
10	Mr. Syed Mudassir Zeeshan	Assistant Professor/EEE. Alumni Association	Teaching Faculty	Member
11	Mr. Md Aqeel Ahmed	Administrative Officer	Senior Administrative Office	Member
12	Mr.M. A. Lateef	Chief Librarian	Librarian	Member
13	Mr. Srinivasulu	Physical Director	Physical Education	Member
14	Syeda Irum Fatima	Student	Student Nominee	Member
15	Mr. Abdul Rahman Shareef	Industrial Expert	Local Society Nominee	Member
16	Mr. Syed Azaz-ur Rahman	Administrative Expert	Local Society Nominee	Member
17	Ms. Shilpa	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/2023-24/CIR-01

Date: 07.08.23

### CIRCULAR

The first IQAC meeting for the academic year 2023-2024 will be conducted in Principal's Chamber on 17.08.23 at 10.30 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 2022-2023 Second Semester
3. Review for result analysis of JUNE/JULY 2023
4. Submission of IIQA
5. Submission of Self Study Report
6. Plan for Placement and Training Activities 2023-2024
7. Plan for Sports and Cultural Activities 2023-2024

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



*[Signature]*  
IQAC Coordinator

*[Signature]*

IQAC Deputy Coordinator

Copy to

- 1) Principal
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- 3) Office File
- 4) All Members of IQAC





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## Internal Quality Assurance Cell

Ref: DRVRKWCET/IQAC/2023-24/CIR-01

Date: 21.08.23

## MINUTES OF THE MEETING

The first IQAC meeting for the academic year 2023-2024 was conducted in Principal's Chamber on 17.08.23 at 10.30 AM. Dr. Shaik Saidulu, IQAC, welcomed all the members of the IQAC. The meeting started with the permission of Head of the Institution.

### **1. Review of Last Meeting Minutes**

The last meeting minutes were reviewed and all points are completed.

### **2. Review of Academic Audit Report for 2022-2023 Second Semester**

Dr. E. Seshatheri, Member of IQAC and Coordinator of 2022-2023 Second Semester Academic Audit. Coordinator presented audit report of all departments conducted during July 2023 and initiated the discussion. The members appreciated the effort taken by the IQAC for conducting audit to improve teaching-learning process.

### **3. Review for result analysis of JUNE/JULY 2023**

Mrs. Shaheena Kamrani, Member IQAC and Examination Branch In-charge presented the report on analysis of university examination result held in the month of JUNE/JULY 23. The members suggested HoDs to take extra steps and motivate the students to concentrate more on studies. They are suggested to conduct some motivational lectures and Yoga programs to improve the concentration of students in studies.

### **4. Submission of IIQA**

All members of IQAC unanimously recommended applying for NAAC accreditation. In response, the Principal directed the IQAC Head to formulate a plan outlining the activities to be undertaken for the NAAC SSR process, and he approved the necessary funds for its execution. The IQAC Head assured the committee members that all preliminary work would be completed, and the IIQA would be submitted before the end of the semester.



## 5. Submission of Self Study Report

Following the submission of the IIQA, the next step involves preparing and uploading the self-study report to the NAAC portal. The IQAC Head has been instructed to provide a list of team members responsible for the SSR preparation. The IQAC Head assured the members that the SSR would be submitted before Jan 2024

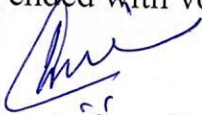
## 6. Plan for Placement and Training Activities 2023-2024

Mr. Syed Riyaz Ahmed, Member of IQAC and Placement Officer presented the plan of Placement and Training activities to be carried out during 2023-2024. The members reviewed the previous year activities and the effectiveness of this activities in enhancement of better placement. The members informed to the placement Coordinator to involve some experts from leading industries/institutes to provide training to the students.

## 7. Plan for Sports and Cultural Activities 2023-2024

Mr. Srinivasulu, Member of IQAC and Physical Director presented the plan of Sports and Cultural Activities to be carried out during 2023-2024. Members appreciated the efforts taken by the physical education department and cultural activities club for getting more prizes and certificates.

Meeting ended with vote of thanks by IQAC Member Ms. Shilpa.



IQAC Deputy Coordinator

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- 4) All members of IQAC



IQAC Coordinator





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## Internal Quality Assurance Cell

Ref: DRVRKWET/IQAC/2023-24/CIR-01

Date: 17.08.23

## ATTENDANCE SHEET

S.No.	Name	Designation	Signature
1	Dr. B.Sasi Kumar	Principal	
2	Dr. E. Seshatheri	Professor	
3	Dr. L.C. Manikandan	Professor	
4	Dr. G. Kalaimani	Professor & H.O.D/ CSE	
5	Dr. Shaik Saidulu	Professor & H.O.D/ ECE	
6	Dr.K.Prem latha	Professor & H.O.D/ EEE	
7	Dr. Touseef Humaira	Professor & H.O.D /H&S	
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17	Ms. Shilpa	Entrepreneur	

IQAC Deputy Coordinator

IQAC Coordinator

