



**Bhoj Reddy Engineering College for Women**  
(Sponsored by Sangam Laxmibai Vidyapeet, approved by AICTE and affiliated to JNTUH)  
Vinaynagar, IS Sadan Crossroads, Saidabad, Hyderabad – 500 059, Telangana, www.brecw.ac.in

Dr J Madhavan  
Principal

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1 December 2023

**Internal Quality Assurance Cell**  
Academic Year – 2023-24

S No	Members of the Committee	Department	Designation
1	Dr S Asha Kiranmai, Associate Professor	EEE	Coordinator
2	Dr P Sumalatha, Associate Professor	CSE	Member
3	Dr M Sandhya Rani, Associate Professor	IT	Member
4	Mr K Ashok Kumar, Associate Professor	ECE	Member
5	Ms G Vijayalaxmi, Associate Professor	Physics	Member
6	Ms K Sandhya, Associate Professor	Chemistry	Member
7	Ms V Pushparani, Assistant Professor & HoF	GE	Member
8	Ms S Jyotsna Devi, Assistant Professor	English	Member
9	Ms Shugufta Nishat, Assistant Professor	Management	Member

Coordinator is expected to perform the following functions from time to time with the help of mentors.

- Development and application of quality benchmarks/parameters for various academic and administrative activities of the institution
- Facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process
- Arrangement for feedback response from students, parents and other stakeholders on quality-related institutional processes.
- Dissemination of information on various quality parameters of higher education
- Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles
- Documentation of the various programmes/activities leading to quality improvement.
- Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices.
- Development and maintenance of institutional database through MIS for the purpose of maintaining /enhancing the institutional quality.
- Development of Quality Culture in the institution.
- Preparation of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC, to be submitted to NAAC

Schedule to meet: **Fourth Tuesday** of every month at 15:45 hrs onwards, Principal's Office.

- 1) Agenda is to be prepared ahead of the meeting and sent to Principal and all members
- 2) Attendance to be obtained in the Committee Register.
- 3) Minutes of the Meeting to be noted and circulated to all members, HODs, HOFs and Principal.
- 4) Filing: Minutes copy to be pasted/filed in the committee register.
- 5) At the end of semester, report should be submitted to Principal

  
Principal

Copy to: Vice Principal/All HODs, HOFs, Head-A&E Section and concerned members for information and circulation.

