



Bhoj Reddy Engineering College for Women

(Sponsored by Sangam Laxmibai Vidyapeet, approved by AICTE and affiliated to JNTUHH)
Vinayanagar, IS Sadan Crossroads, Saidabad, Hyderabad – 500 059, Telangana. www.brecw.ac.in

File No: BRECW/IQAC/AY2019-20/01


5 July 2019

INTERNAL QUALITY ASSURANCE CELL (2019-20)

All the members of IQAC are here by informed to attend the meeting scheduled on 9 July 2019 at 15.45 Hrs at IQAC Cell (WB-307).

Agenda:

1. Commencement of academic year 2019-20
2. CRT classes
3. Lab stock verification
4. Academic audit
5. IOMP and Seminars
6. Conduction of workshops and guest lectures
7. Additional infrastructure requirements


Mrs K Usha Rani
Coordinator

Copy to:

1. Secretary
2. Principal
3. All the Concerned Members


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Bhoj Reddy Engineering College for Women
Vinaynagar, Santoshnagar Crossroads
Hyderabad-500 059, Telangana.



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10 July 2019

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1. Commencement of academic year 2019-20
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Members Present:

1	Mr M Rama Reddy	Secretary
2	Dr C Berin Jones	Principal
3	Mrs K Usha Rani	Coordinator
4	Mr N Satyanandam	Head A&E Section
5	Mrs M Vineela	Associate Professor, CSE
6	Mrs S Manjula	Associate Professor, ECE
7	Mrs M Sandhya Rani	Associate Professor, IT
8	Mrs S Deepti	Associate Professor, EEE
9	Ms Ch Padma	I/C Admin & Estt Section
10	Ms P Sujatha	Senior Assistant, Estt Section
11	Mr Richard King	HR, TCS

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Hyderabad-500 059, Telangana.

- 12 Mrs Sama Swapna Sunder Reddy Corporator, I S Sadan
13 Ms Haleema Sadiya 16321A0210, II EEE

Member Absent:

1. Ms B Tejaswi Technology Analyst, Infosys

The following points were discussed along with the action to be taken:

1. As 2019-20 academic year is about to start on 15 July 2019, the coordinator instructed to prepare class, lab and individual timetables by 12 July 2019. HoDs are also asked to go through the mentor reports of the past semester.
2. CRT classes are planned for III and IV students to get trained for the placements in a better way. It is proposed to have 3 hours session per week for the training. Students should be instructed to attend the classes regularly.
3. The status of lab stock verification from all the departments is taken. Departments are instructed to put a note for equipment repairs and procurement of new equipment if needed in any lab.
4. Coordinator suggested all the departments to schedule and complete the academic audit of previous academic year as early as possible.
5. IV year students should be guided to choose latest industry oriented projects to be completed in the first semester. Students should be encouraged to take advanced technical topics in the relevant field of engineering to deliver the seminars.
6. The departments are instructed to conduct minimum one workshop and one guest lecture for the students in each semester. The faculties are also requested to participate in various FDPs and workshops conducted in various colleges.
7. It has been informed to submit the required consumables and non-consumables in labs, books in library and other infrastructural requirements for the academic year 2019-20.

W

Mrs K Usha Rani
Coordinator

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2. Principal
3. All HoDs, HoFs & Members of the Committee


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