



# Bhoj Reddy Engineering College for Women

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

File No: BRECW/IQAC/AY2019-20/02


20 January 2020

## INTERNAL QUALITY ASSURANCE CELL (2019-20)

All the members of IQAC are here by informed to attend the meeting scheduled on 23 January 2020 at 15.45 Hrs at IQAC Cell (WB-307).

### Agenda:

1. Course file updation
2. Usage of ICT tools for teaching
3. Discussion on results
4. Question banks and class tests
5. Discussion on feedback
6. Technical day

  
Mrs K Usha Rani  
Coordinator

### Copy to:

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



**PRINCIPAL**  
Bhoj Reddy Engineering College for Women  
Vinayanagar, Santoshnagar Crossroads  
Hyderabad-500 059, Telangana.



# Bhoj Reddy Engineering College for Women

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

File No: BRECW/IQAC/AY2019-20-MOM/02

25 January 2020

## INTERNAL QUALITY ASSURANCE CELL (2019-20)

IQAC meeting was held on 23 January 2020 at 15.45 Hrs in IQAC Cell (WB-307).

### Agenda:

1. Course file updation
2. Usage of ICT tools for teaching
3. Discussion on results
4. Question banks and class tests
5. Discussion on feedback
6. Technical day

### 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 Deepthi	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
13	Ms Haleema Sadiya	16321A0210, IIEEE

**PRINCIPAL**


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

Member absent:

1. Mrs Sama Swapna Sunder Reddy Corporator, I S Sadan

The following points were discussed in the meeting:

1. The course files for semester I and II of the previous academic year are discussed to verify and file. It is also instructed to maintain the course file for the earlier academic years properly. The course files of the current semester have to be maintained and produced to the department at the end of the semester. The course file update status was noted from every department.
2. It is advised to use more ICT tools for teaching and found that it is important in covering syllabus on time and provide additional information to the students beyond syllabus.
3. The I semester results of all the departments are discussed in the meeting. The result analysis was done and discussion was held to improve the results.
4. Faculty are suggested to prepare question bank of their subjects, covering unit wise short and long answer questions. Class tests are recommended to be conducted regularly to assess and improve the students' performance.
5. The feedback analysis from different stakeholders was received and filed. The individual subject/lab feedback is received from the students and are distributed to the relevant faculty for their analysis.
6. Annual Technical day is planned to be conducted for all the branch students in the month of March. All the departments are instructed to plan for various technical events and encourage the students to participate in large number.

  
Mrs K Usha Rani  
Coordinator

Copy to:

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

  
**PRINCIPAL**  
Shoj Reddy Engineering College for Women  
Vinaynagar, Santoshnagar Crossroads,  
Hyderabad-500 059, Telangana.