



## 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/AY2020-21/01

17 August 2020

### INTERNAL QUALITY ASSURANCE CELL (2020-21)

All the members of IQAC are hereby informed to attend the meeting scheduled on 20 August 2020 at 15.30 Hrs through Zoom meeting.

#### Agenda:

1. Commencement of academic year 2020-21
2. Conduction of online classes
3. Discussion on results
4. Discussion on feedback from stakeholders
5. Conduction of webinars
6. Any others

Mrs G Srilakshmi

Coordinator

#### Copy to:

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

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



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21 August 2020

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IQAC meeting was held on 20 August 2020 at 15.30 Hrs through Zoom meeting.

Agenda:

1. Commencement of academic year 2020-21
2. Conduction of online classes
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Members Present:

1	Mr M Rama Reddy	Secretary
2	Dr J Madhavan	Principal
3	Mrs G Srilakshmi	Associate Professor, ECE
4	Mr M Vinod	Head A&E Section
5	Mrs M Vineela	Associate Professor, CSE
6	Mrs B Jyothsna	Associate Professor, ECE
7	Mrs M Sandhya Rani	Associate Professor, IT
8	Mrs S Deepti	Associate Professor, EEE
9	Mrs E Vijaya Lakshmi	Executive Officer
10	Ms Ch Padma	I/C Admin & Estt Section
11	Ms B Sony Reddy	Software Developer, TCS
12	Mr Richard King	HR, TCS

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

- 13 Mrs J Swetha Madhukar Reddy Corporator, I S Sadan  
14 Ms P Himanya 17321A0214, III EEE

The following points were discussed in the meeting:

1. As the academic year 2020-21 is about to start on 24 August 2020, the coordinator asked about the preparation of online class timetables for the first semester. It is advised to have 4 online class hours per day with a gap of 15 minutes between the classes.
2. The HODs are instructed to monitor the conduction of online classes. Faculty are advised to prepare subject PPTs to be presented online for students. It is also suggested to prepare lab experiments' videos for explaining to the students.
3. The results of the academic year 2019-20 were discussed and measures to increase the pass percentage for the fore-coming semesters were proposed.
4. The feedbacks from different stakeholders were received and the consolidated analysis was done. The feedback analysis for alumni is also taken and duly filed. The feedback from the current students are planned to be completed in this month.
5. Each department is hereby informed to conduct atleast one online webinar for the current academic year.

Mrs G Srilakshmi  
Coordinator

Copy to:

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

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