



LORDS INSTITUTE OF ENGINEERING & TECHNOLOGY

Approved by AICTE /Affiliated to JNTUH /Estd.2002.



Accredited 'A' grade by NAAC



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Sy.No:32, Himayathsagar, Golconda Post, Near TSPA Junction, Hyderabad-500 091

Ph: 6309012442/43, Fax: 040-6625 3642, Website: www.lords.ac.in, Email: principal@lords.ac.in

INTERNAL QUALITY ASSURANCE CELL Minutes of the Meeting

Venue: Principals Boardroom

Date: 09-06-2018

Time: 2 pm

Members Present:

No	NAME	DESIGNATION	POSITION
1.	Dr Altaf Hussain	Principal	Chairperson
2.	Mr Syed Touseef Ahmed	Management Representative	Member
3.	Dr. Mohammed Masood	Director	Member
4.	Dr Azam Pasha Quadri	Professor, ME	Member
5.	Dr. Basavaraj Paruti	Professor, CE	Member
6.	Mr Shaik Vaseemuddin	Administrative Officer	Member
7.	Dr Rajasree Rao	Professor, ECE	Coordinator
8.	Dr Swarnalatha	Professor, S&H	Member
9.	Dr. Mohammed Imthathullah khan	Associate Professor, CE	Member
10.	Dr. Anwarullah	Professor, ME	Member
11.	Dr N. Badrinath	Professor, CSE	Member
12.	Ms Swetha	Assistant Professor, EEE	Member
13.	Mr Md Shaik Rasool	Assistant Professor, ECE	Member
14.	Dr Nagi Reddy	Professor, IT	Member
15.	Ms E.K.Sridevi	Assistant Professor, MBA	Member
16.	Mr Prasad Reddy	Assistant Professor, Petroleum Engg	Member
17.	Mr. Jawaad Patel	Alumni Representative	Member
18.	Mr Kranthi	Student Representative	Member
19.	Mr Syed Parvez	Employer Representative	Member

Agenda:

1. Research Initiatives
2. Induction program
3. Seminars, Conferences & Workshops
4. Mentorship & Counseling
5. ERP for College
6. Faculty Development
7. Requirements for New & Existing Courses
8. Student Placements, Higher Education & Entrepreneurship
9. NSS Activities

Resolution:

No	POINTS DISCUSSED	ACTION PLAN
1.	Review of the previous IQAC cell meeting	Members noted the Actions taken on the previous meeting
2.	Research Initiatives	Papers published by Faculty and Students were reviewed. It was noted that more efforts to be made to publish papers in SCOPUS/SCI journals. Also resolved to provide training on Patenting and IPR to faculty members. Members also advised on steps to improve the quality of student projects
3.	Induction program	Members were briefed about the 2 week Induction program that is planned for the new batch. Recommendations were noted and approved for implementation.
4.	Seminars, Conferences & Workshops	It was resolved that the Institution will host an International Conference in this academic year. Further it is resolved to conduct seminars, workshops, guest lectures and other events on latest technologies for the benefit of students and faculty.
5.	Mentorship & Counseling	Existing Mentor Mentee activity was reviewed; Suggestions from members were taken to further

		improve and refine the process. Mentors were also advised to take initiatives to motivate the students
6.	ERP for College	Existing ECAP software was reviewed and it was decided to add more modules such as Finance and Accounts into the Software
7.	Faculty Development	Members discussed about the various online options such as NPTEL, COURSERA, SWAYAM available for Faculty Development and advised upon their implementation
8.	Requirements for New & Existing Courses	New course and additional section has been approved by AICTE for B.Tech. Planning with respect to Additional infrastructure and Faculty requirements were discussed.
9.	Student Placements, Higher Education & Entrepreneurship	Members were briefed about the statistics of 2017-18 Academic Year graduating students. Further steps to improve the numbers for 2018-19 batch were reviewed.
10.	NSS Activities	NSS activities were noted and further events were suggested by the committee.

Lajaree
IQAC Coordinator



S. Alga
Principal
PRINCIPAL

Lords Institute of Engineering & Tech
Sy.No. 32,Hansyath Sagar, Hyderabad-600 091.

ACTION TAKEN REPORT

NO	DECISION	ACTION INITIATED
1	Preparation for re-accreditation	Orientation program was conducted
2	Committees	Functioning of various cells was reviewed
3	Filing	All departments improved filing of all the documents
4	Research	Staff were encouraged to register for Ph.D program



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INTERNAL QUALITY ASSURANCE CELL Minutes of the Meeting

Venue: Principals Boardroom

Date: 24-11-2018

Time: 10 AM

Members Present:

No	Name	Designation	POSITION
1.	Dr Altaf Hussain	Principal	Chairperson
2.	Mr Syed Touseef Ahmed	Management Representative	Member
3.	Dr Syed Azam Pasha Quadri	Professor, ME	Member
4.	Dr. Basavaraj Paruti	Professor, CE	Member
5.	Mr Shaik Vaseemuddin	Administrative Officer	Member
6.	Dr Rajasree Rao	Professor, ECE	Coordinator
7.	Dr Swarnalatha	Professor, S&H	Member
8.	Dr. Mohammed Imthathullah khan	Associate Professor, CE	Member
9.	Dr. Anwarullah	Professor, ME	Member
10.	Ms Swetha	Assistant Professor, EEE	Member
11.	Mr Md Shaik Rasool	Assistant Professor r, ECE	Member
12.	Dr Nagi Reddy	Professor, IT	Member
13.	Ms E.K.Sridevi	Assistant Professor, MBA	Member
14.	Mr Kranthi	Student Representative	Member
15.	Dr Hafeez Basha	Industry Representative	Member

Agenda:

1. Research Activities
2. Review of the academic results
3. Faculty Recruitment & Training
4. Student Projects
5. Industry Institute Interaction
6. Student Discipline & attendance
7. Infrastructure
8. Administrative and academic audit

Resolution:

NO	POINTS DISCUSSED	ACTION PLAN
1.	Review of the previous meeting held on June 9, 2018	Members noted the Actions taken on the previous meeting
2.	Research Activities	It was decided to apply for ISBN and best papers would be published in the journals. Also advised on training students and faculty members on publishing papers
3.	Review of the academic results	Focus needs to be on improving the attendance. Weak students are to be identified on the basis of the class tests and performance. Detention of students has also been discussed and steps have been proposed to tackle this problem. Members also advised upon initiatives to improve the Laboratory utilization.
4.	Faculty Recruitment & Training	Review of faculty recruitment was done and faculty development programs on outcome based education and Research orientation were proposed.
5.	Student Projects	Review of projects were done and it was proposed to increase awareness of students in using the college laboratory for their projects. It was also proposed to organize an intercollege competition at the end of second semester in the form of a project exhibition
6.	Industry Institute Interaction	Review of MOUs undertaken was done and it was proposed to further efforts in collaborative activities with other industries

7. Student Discipline & Attendance	The status of students attendance was deliberated upon. Instructions were given to improve the mentor-mentee model for further improving the discipline and attendance. Also it was resolved to award students for their Academic and Non Academic Achievements during Republic Day/Annual Day celebrations
8. Infrastructure	The improvement in infrastructure was discussed such as renovation of main seminar hall, up gradation of Wi-Fi in the campus and sports.
9. Administrative and academic audit	It was decided to conduct administrative and academic audit during the semester break

Rajasree
IQAC Coordinator



S. A. G.
Principal
PRINCIPAL
Lords Institute of Engineering & Tech.
Sy.No. 32,Himayath Sagar, Hyderabad-500 091.

ACTION TAKEN REPORT

NO	DECISION	ACTION INITIATED
1	Research Initiatives	Seminar on Patenting and IPR was conducted.
2	Induction Program	Induction program for new UG entrants was conducted successfully
3	Seminars, conferences and workshops	Every department conducted seminars and workshops. International Conference is scheduled in March /April 2019 and work is in progress
4	Mentoring and Counseling	Mentors motivated students to pay attention towards their studies
5	Requirements for new courses	Additional infrastructure has been procured and recruited new faculty as per requirement
6	Student Placements	CRT classes were taken for final year students
7	NSS activities	Numbers of events were organized by NSS committee



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INTERNAL QUALITY ASSURANCE CELL MINUTES OF THE MEETING

Venue: Principals Boardroom
Members Present:

Date: 25-01-2019

Time: 10 AM

No	Name	Designation	POSITION
1.	Dr. Mohammed Yousuf Ali	Principal	Chairperson
2.	Mr Syed Touseef Ahmed	Management Representative	Member
3.	Dr Altaf Hussain	Director	Member
4.	Dr Azam Pasha Quadri	Professor, ME	Member
5.	Dr. Basavaraj Paruti	Professor, CE	Member
6.	Mr Shaik Vaseemuddin	Administrative Officer	Member
7.	Dr Rajasree Rao	Professor, ECE	Coordinator
8.	Dr Swarnalatha	Professor, S&H	Member
9.	Dr. Mohammed Imthathullah khan	Associate Professor, CE	Member
10.	Dr. Anwarullah	Professor, ME	Member
11.	Ms Swetha	Assistant Professor, EEE	Member
12.	Mr Md Shaik Rasool	Assistant Professor r, ECE	Member
13.	Dr Nagi Reddy	Professor, IT	Member
14.	Ms E.K.Sridevi	Assistant Professor, MBA	Member
15.	Mr Prasad Reddy	Assistant Professor, PE	Member
16.	Mr. Jawaad Patel	Alumni Representative	Member
17.	Mr Kranthi	Student Representative	Member

Agenda:

1. Administrative and Academic Audit
2. Research & Consultancy
3. Achievements and recognition
4. Professional societies memberships
5. Faculty Development
6. Student Discipline
7. Event Calendar
8. Student Placement, Higher Education & Entrepreneurship
9. Stakeholders feedback

Resolution:

S.No	Points discussed	Action plan
1.	Review of previous IQAC meeting	Members noted the Action taken on the previous meeting. Dr. Yousuf Ali was briefed about the previous activities done by IQAC by the Coordinator and welcomed him to the committee.
2.	Administrative and Academic Audit	Report on Administrative and Academic audits done during the break were discussed
3.	Research & Consultancy	A review of ongoing research and consultancy activities was done. Steps to improve the quality of papers were proposed.
4.	Achievements and Recognition	Members appreciated the efforts of all the stake holders for getting recognition's and advised to continue the same. The award received by Student at International level was very well appreciated. The members proposed to further motivate students and faculty members for participation in various activities by further incentivizing them.
5.	Professional societies memberships	Coordinator is advised to conduct activities in association with various professional bodies and also motivate students and faculty members for taking memberships
6.	Faculty Development	Members proposed to increase exposure of faculty members towards the e-learning opportunities
7.	Student Discipline	Members noted the current attendance and academics of students. They proposed to conduct more motivational events to improve discipline of students

8.	Event Calendar	Event Calendar for the semester was reviewed. Conduct of Annual Day, Project expo & Graduation Day was reviewed and plan was further streamlined. Finishing School program and its schedule was also discussed
9.	Student Placements, Higher Education & Entrepreneurship	Placements and Higher Education performance of students were reviewed. Members proposed for more efforts towards training our students and including the aptitude training module in Finishing School. It was also resolved to conduct awareness programs on Higher education opportunities to our students
10.	Stakeholders Feedback	Feedback from all stakeholders needs to be taken for the current Academic Year and steps needed to complete the analyzing of feedback were discussed.

Rajasree
IQAC Coordinator



[Signature]

Principal
PRINCIPAL
Lords Institute of Engineering & Technology
Sy.No. 32, Himayath Sagar, Hyderabad-500 081

ACTION TAKEN REPORT

NO	DECISION	ACTION INITIATED
1	Research activities	Application for subscription of ISBN numbers has been submitted
2	Review of academic results	Remedial classes and mentoring has been strengthened.
3	Student projects	Good projects have been published in journals and project expo has been conducted.
4	Industry Institute Interaction	Departments collaborated activities with industries.
5	Student discipline and attendance	Parents were informed through SMS and phone calls about their ward absence to classes. Departments submitted the toppers list who will be awarded during annual day function
6	Administrative and Academic Audit	Schedule for the academic audit was informed to all the departments.



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INTERNAL QUALITY ASSURANCE CELL

Minutes of the Meeting

Venue: Principals Boardroom

Date: 13-04-2019

Time: 10 AM

Members Present:

No	Name	Designation	POSITION
1.	Dr. Mohammed Yousuf ali	Principal	Chairperson
2.	Mr Syed Touseef Ahmed	Management Representative	Member
3.	Dr Azam Pasha Quadri	Professor, ME	Member
4.	Mr Shaik Vaseemuddin	Administrative Officer	Member
5.	Dr Rajasree Rao	Professor, ECE	Coordinator
6.	Dr Swarnalatha	Professor, S&H	Member
7.	Dr. Mohammed Imthathullah khan	Associate Professor, CE	Member
8.	Dr. Anwarullah	Professor, ME	Member
9.	Ms Swetha	Assistant Professor, EEE	Member
10.	Mr Md Shaik Rasool	Assistant Professor r, ECE	Member
11.	Dr Nagi Reddy	Professor, IT	Member
12.	Ms E.K.Sridevi	Assistant Professor, MBA	Member
13.	Mr Prasad Reddy	Assistant Professor, PE	Member
14.	Mr Kranthi	Student Representative	Member
15.	Dr Hafeez Basha	Industry Representative	Member

Agenda:

1. Osmania University
2. Collaborative Activities
3. Maintenance of facilities
4. Teaching Learning Process
5. Counselling & Mentorship
6. Placements
7. Summer Break

Resolution:

No	POINTS DISCUSSED	ACTION PLAN
1.	Review of the previous meeting held on Jan 25, 2019	Members reviewed and proposed further improvements
2.	Osmania University	Members were informed that Institution is once again trying for Osmania University Affiliation and that Inspection by the University is expected soon. Necessary arrangements in terms of Curriculum requirements for first year students were discussed
3.	Collaborative Activities	Members reviewed the collaborative activities with other academic organizations and industries and insisted on improving them during the summer break
4.	Maintenance of facilities in the college	Proper maintenance of all facilities is necessary and it was decided that the Principal shall entrust the job accordingly
5.	Teaching Learning Process	Members discussed about the online resources available to augment the teaching learning process in college and resolved to use the Summer break for training faculty members about the new tools and technologies.
6.	Counselling & Mentorship	It was informed that the advertisement for the counselor was released. Efforts are being made to identify suitable counselor through informal sources such as Alumni, Parent and Student Network.

		Mentorship was reviewed and new format for mentoring record keeping was proposed.
7.	Placements	Review of Placements done for the current academic year was done. For the next academic year it was proposed to start training students during the summer break and prepare them before recruitment in first semester of 2019-20
8.	Summer break	Activities were planned for Summer Break for faculty and students and also efforts for increasing Admissions for the next Academic Year were proposed. Audit activities for the break were also planned.

Rajasree
IQAC Coordinator



[Signature]

Principal

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ACTION TAKEN REPORT

NO	DECISION	ACTION INITIATED
1	Administrative and Academic Audit	Report on the Administrative and Academic Audit was discussed and steps taken to get the equipment repaired.
2	Research and Consultancy	Papers published by staff and students was reviewed
3	Achievements and Recognition	Student of Mechanical Engg won best paper award for the paper presented in International Conference held in Malaysia
4	Professional Societies Memberships	Activities conducted under professional Societies was reviewed
5	Faculty Development	Staff enrolled for NPTEL courses
6	Student Discipline	Motivation lectures conducted to improve discipline of students.
7	Event Calendar	Event Calendar was reviewed
8	Students Placements ,Higher studies and Entrepreneurship	Final years attended Finishing school for 15 days and awareness program for higher studies was conducted.
9	Stakeholders feedback	Feedback from mall stakeholders was taken and report was submitted to the cell.