



LORDS INSTITUTE OF ENGINEERING & TECHNOLOGY

(UGC AUTONOMOUS INSTITUTE)

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INTERNAL QUALITY ASSURANCE CELL

Minutes of the Meeting

Venue: IQAC Room

Date: 3:30 P.M.

Time: 04/03/2021

Members Present:

S.No	Name	Designation	Position
1	Dr. C.V. Narasimhulu	Principal	Chairperson
2	Mr. Syed Touseef Ahmed	Management Representative	Member
3	Dr. Altaf Hussain	Director	Member
4	Dr.Syed Azam Pasha Quadri	Professor, ME	Member
5	Dr. Anisuddin	Professor, CE	Member
6	Dr.Nagi Reddy	Professor, IT	Member
7	Dr.Rajasree Rao	Professor, ECE	Coordinator
8	Dr.Swarnalatha	Professor, S&H	Member
9	Dr.N.Badrinath	Professor, CSE	Member
10	Dr. Mohammed Imathathullah Khan	Associate Professor, CE	Member
11	Dr. R. Hafeez Basha	Industry Representative	Member
12	Mr. Parvez Akhtar	Administrative Officer	Member
13	Mr.V.Karthik	Assistant Professor, EEE	Member
14	Mr.Shaik Md Rasool	Assistant Professor, ECE	Member
15	Mr.Mohammed Khalid Ahmed	Assistant Professor, ME	Member
16	Ms.E.K.Sridevi	Assistant Professor, MBA	Member
17	Mr.Md. Khaja Muzzafaruddin	Assistant Professor, PE	Member
18	Ms.K.Aparna	Alumni Representative	Member
19	Mr.Gulshan Sharma	Student Representative	Member
20	Mr.Rahul	Employer Representative	Member
21	Mr.Mudasir Ahmed	Parent Representative	Member

AGENDA

1. Review of Minutes of Meeting
2. To work out the mechanism for ensuring timely, efficient and periodic Progressive performance of academic, administrative, research and extension activities on regular basis.
3. Planning to conduct parent teacher Meeting.
4. To make regular follow up of departmental activities.
5. To discuss about the placement activities by strengthening the corporate relations.
6. Review of Academic results

Resolutions:

S. No	POINTS DISCUSSED	ACTION PLAN
1	Review of Previous Meeting	Members noted the Action Taken on the previous meeting tasks completed and those not completed were noted and resolved to complete them before next meeting
2	To work out the mechanism for ensuring timely, efficient and periodic Progressive performance of academic, administrative, research and extension activities on regular basis	Dr. C.V. Narasimhulu, Chairperson of IQAC is emphasized on academic mechanism required for efficient and periodic progress. All committee members discussed the current status of administrative processes and recommended strongly the decentralization of academics and administrative activities. Members also stressed on enhancing teaching-learning process in various departments. Mentor faculty members need to attend personal problems of students along with their academic problems. The members suggested designating Deans and functioning heads for Academics, Administrative, Students Affairs and Research and Development committees.
3	Planning to conduct parent teacher Meeting	Principal instructed to conduct parent teacher meeting, and it was decided by IQAC Members to conduct it in 2 nd week of March for First Year students and 3 rd week of March for second year students.
4	To conduct regular departmental activities for students and faculty development	Various events were planned by departments like "Boot camp on coding with "C", webinar on Kick Start Google Developer Student Club, National Level Faculty Development Program on Research Methodology, Non Destructive Testing for Concrete

		Structures, Art of Project Report Writing, FDP on Research Report Writing, International-E-Seminar on Managerial Opportunities and Challenges in New Normal.
5	To discuss about the placement activities by strengthening the corporate relations.	Director Training and placement is planning various Training Programs like “how to face the interview and aptitude test” and to arrange lecture series for spoken English to our students
6	Review of Academic results	It was decided to make a regular review of academic results to improve teaching learning process and to improve the performance of students.

ACTION TAKEN REPORT

NO	DECISIONS	ACTIONS INITIATED
1	Framing of Research policies for promoting research culture	Has Suggested by Dean R&D the faculties members are applying for various research agencies for funding and also Publishing Articles in reputed journals
2.	To create Awareness about NPTEL Courses	The faculty and students are registering for NPTEL Courses in Each Semester
3	To Plan Industrial Visit to Students	Has planned MBA Department Organized Industrial Visit to Masquati Dairy Product in February
4	To decide about activities of EDC Cell / Incubation Centre	Has planned Two events were conducted by EDC cell one is on Social Entrepreneurship and other one is on Awareness on National Innovation and Startup Policy.
5	To organize events like Conferences/Workshops/FDP's/Seminars/STTP's	The programs were conducted one is on ATAL Sponsored FDP for faculty members to train them on basic skills of additive manufacturing technologies and applications. MBA Department is also conducted two Guest Lectures one is on “Supply Chain Management with special reference to post covid scenario” by Dr. Nawazish Mahedi and second one is on “Essential of MBA Vis- A-Vis Marketing” by Prof Nomaan Majeed.


Dr. C. Venkata Narasimhulu
 Principal