LORDS INSTITUTE OF ENGINEERING &TECHNOLOGY
(UGC AUTONOMOUS INSTITUTE)
Approved by AICTE/Affiliated to OSMANIA UNIVERSITY /Estd.2002.

Accredited 'A' grade by NAAC   Accredited by NBA

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INTERNAL QUALITY ASSURANCE CELL

Minutes of the Meeting

Venue: IQAC Room   **Date: 2:30 P.M.**   **Time: 10/09/2020**

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. Framing of Research policies for promoting research culture
3. To create Awareness about NPTEL Courses.
4. To Plan Industrial Visit to Students
5. To decide about activities of EDC Cell / Incubation Centre.
6. To organize events like Conferences/Workshops/FDP's/Seminars/STTP's

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	Framing of Research policies for promoting research culture	Dean R&D suggested to plan workshops, seminars and apply for R&D sponsored projects; all hod's agreed to it and decided to encourage faculties to apply to various research agencies for funding and also for publication of research articles in reputed journals.
3	To create Awareness about NPTEL Courses.	It was decided by the Members of IQAC to create awareness about NPTEL Courses to improve the Teaching Learning Process (TLP) among faculty members.
4	To Plan Industrial Visit To Students	Industrial visits were planned by all departments so that students can be imparted with practical knowledge. HOD-MBA mentioned that their department is planning for a trip to Masquati.
5	To decide about activities of EDC Cell / Incubation Centre.	To encourage students towards innovation and entrepreneurship, the EDC Cell was asked by IQAC to plan few events at campus.

6	To organize events like Conferences/Workshops/FDP's/Seminars/STTP's	It was decided to organize a Faculty Development Program (FDP) for the staff members. MBA Department is also Planning to conduct two Guest Lectures

ACTION TAKEN REPORT

NO	DECISIONS	ACTIONS INITIATED
1	New UG Courses	As per the instructions given in previous meeting members submitted the list of the new equipment to be procured for new UG Courses
2.	Online Classes	As per the university norms online classes were conducted for the students
3	MOODLE or other Software Tools	Faculties are using BEES software to update attendance, tests, assignments, quizzes and presentations.
4	NPTEL and other SWAYAM Portal	Faculty and students are registering for NPTEL Courses
5	Placements	Training and Placement is Conducting Training Programs to students to improve their potentiality comparing to last year this year placements increased
6	Faculty Training	Faculty members are trained for taking online classes and also for engaging students.

Dr. C. VenkataNarasimhulu

Principal