

Est'd. 2008

# MALINENI LAKSHMAIAH WOMEN'S ENGINEERING COLLEGE

(AUTONOMOUS)



(Accredited by "NBA" for CSE & ECE Programmes and NACC A+ Grade)

(Approved by AICTE, New Delhi & Affiliated to JNTUK, Kakinada)

Pulladigunta (Vil), Vatticherukuru (Md), Prathipadu Road, GUNTUR - 522 017, A.P.



Ph & Fax : 0863-2286126, 97031 44772, E-mail : principal\_ke@yahoo.com, www.mlewguntur.com

College Code : KE

Eamcet & ICET Code : MLEW

Ref :

Date : .....

No. MLEW/Admn/IQAC/2025/1

Date: 24-07-2025

## OFFICE ORDER

SUB: Constitution of Internal Quality Assurance Cell (IQAC) Reg.

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It is informed that Internal Quality Assurance Committee (IQAC) was formed for the academic year 2025-26 for guiding, monitoring quality assurance and quality enhancement activities of the college. The following are the members of the Committee w.e.f. 24-07-2025.

### Committee Members of Internal Quality Assurance Cell

S.No.	Name	Designation	Composition	Role of Member
1.	Dr. J. Appa Rao	Principal	Head of the Institution	Chairman
2.	Dr. D. Vijaya Saradhi	HOD,ECE Dept.	Faculty Representatives	Member
3.	Dr. G. Ramaswamy	HOD,CSE Dept.		Member
4.	Dr. K. Sunitha	HOD, IT Dept.		Member
5.	Dr. A.S.K. Chaitanya	HOD,S&H Dept.		Member
6.	Dr. N. CharlesJayaRao	HOD, AI&DS		Member
7.	Prof. N. HariKrishna	HOD,CSE(DS)		Member
8.	Dr. D. Ravi Kiran	HOD,CSE(AI&ML)		Member
9.	Dr. K. Swetha	T.P.O		Member
10.	Mrs. M. Madhurima	Controller of Finance, MLEW	Management Representative	Member
11.	Dr. K. Gouthami	Professor, Dean R&D	Senior Administrative Faculty	Member
12.	Dr. P. Srinivasa Rao	Professor, S&H Dept.		Member
13.	Mrs. M. Prathyusha	Assistant Professor	Female faculty Representative	Member
14.	Mr. K.SrinivasaRao	Private Employer	Nominee from Local Society	Member
15.	Mrs. Thirupathamma	Secretary, Alumni Association	Nominee from Alumni	Member

16.	Mr. Santhosh Chaluvadi	CEO, Supraja Technologies,Pvt.Ltd., Vijayawada	Nominee from Employers	Member
17.	Mr.Parvathaneni Madhusudhan	Director & CEO Madblocks Technology Pvt. Ltd., Vijayawada	Nominee from Industry	Member
18.	Garine Bhanu Sri Suvani	Student	Student Representative	Member
19.	P Lakshmi Pravallika	Student	Student Representative	Member
20.	V Pallavi	Student	Student Representative	Member
21.	Dr. Chiluka Ramesh	Professor, ECE	Coordinator of IQAC	Member Secretary

*T. Arund* 24/7/25  
PRINCIPAL

PRINCIPAL  
MALINENI LAKSHMAIAH  
WOMEN'S ENGINEERING COLLEGE  
PULLENTI, GUNTA, GUNTUR-522017.

Copy to:

1. Chairman
2. All members concerned
3. All HODs
4. Admin office
5. All Notice Boards
6. Exam cell
7. PD/Library

## Objectives

The primary aim of IQAC is,

- To develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution.
- To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.

## Strategies:

IQAC shall evolve mechanisms and procedures for,

- Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks
- The relevance and quality of academic and research programmes.
- Optimization and integration of modern methods of teaching and learning.
- The credibility of evaluation procedures.
- Ensuring the adequacy, maintenance and proper allocation of support structure and services.
- Sharing of research findings.

## Functions & Responsibilities:

- Development and application of quality benchmarks/parameters for various academic and administrative activities of the institution.
- Facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process;
- Arrangement for feedback response from students, parents and other stakeholders on quality-related institutional processes;
- Dissemination of information on various quality parameters of higher education;
- Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles;
- Documentation of the various programmes/activities leading to quality improvement;
- Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices;
- Development and maintenance of institutional database through MIS for the purpose of maintaining enhancing the institutional quality;
- Development of Quality Culture in the institution;
- Preparation of the Annual Quality Assurance Report (AQAR) which is need to be submitted to NAAC.

## Benefits:

IQAC will facilitate,

- Ensure highest level of clarity and focus in institutional functioning towards quality enhancement.
- Ensure internalization of the quality culture.
- Ensure enhancement and coordination among various activities of the institution and institutionalize all good practices.
- Provide a sound basis for decision-making to improve institutional functioning.
- Act as a dynamic system for quality changes in the institution.
- Build an organized methodology of documentation and internal communication.

  
PRINCIPAL 24/7/25  
PRINCIPAL

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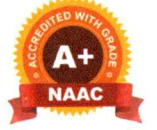
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Date : .....

Ref no.: MLEW/2025-26 /IQAC

Date: 11-08-2025

## CIRCULAR

It is hereby informed that a meeting of the IQAC will be convened on 18<sup>th</sup> August, 2025, at 2.00 PM in Board Room.

All IQAC members are requested to make it convenient to attend the meeting. The agenda for the meeting is as follows:

### Agenda

1. Confirmation of Minutes of the Previous Meeting
2. Agenda Review and Approval.
3. Admissions, Results, and Academic Performance Review.
4. Placements, Internships, and Training Activities.
5. Research and Development Activities.
6. Memoranda of Understanding (MoUs).
7. Stakeholder Feedback Analysis and Action Plan.
8. Infrastructure Development and Facilities Management.
9. Student Mentoring and Support Systems.
10. Accreditation and Quality Assurance Initiatives.
11. NSS & NCC Extension Activities
12. Student Associations & Club Activities
13. Any Other Item with the Permission of the Chair

  
IQAC Coordinator

**IQAC**  
**MALINENI LAKSHMAIAH**  
**WOMEN'S ENGINEERING COLLEGE**  
**PULLADIGUNTA, GUNTUR-522017.**

  
Principal

**PRINCIPAL**  
**MALINENI LAKSHMAIAH**  
**WOMEN'S ENGINEERING COLLEGE**  
**PULLADIGUNTA, GUNTUR-522017.**

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1. Committee members
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Date : .....

Ref: MLEW/IQAC/2025-26/ MoM/1

Date: 18-08-2025

## Minutes of Meeting of the Internal Quality Assurance Cell (IQAC)

(A.Y. 2025-2026)

Date: 18-08-2025, Time: 2.00 PM to 4.00 PM, Venue: Board Room.

### Agenda for IQAC Meeting – Academic Year 2025–2026

- 1. Confirmation of Minutes of the Previous Meeting**  
Review and confirmation of the minutes of the previous IQAC meeting to ensure accuracy, completeness, and approval.
- 2. Agenda Review and Approval**  
Brief overview of the proposed agenda items to ensure comprehensive coverage of all planned topics and to incorporate any necessary modifications.
- 3. Admissions, Results, and Academic Performance Review**  
Discussion on admission procedures, enrollment targets, student results, and overall academic performance, including analysis of assessment outcomes, performance trends, challenges, and improvement strategies.
- 4. Placements, Internships, and Training Activities**  
Review of initiatives and outcomes related to student placements, internships, skill development programs, and training activities, including industry collaborations and partnerships.
- 5. Research and Development Activities**  
Review of ongoing and proposed research projects, faculty and student research initiatives, funding opportunities, publications, patents, and collaborative research efforts.
- 6. Memoranda of Understanding (MoUs)**  
Review of existing MoUs and consideration of new MoUs with academic institutions, industries, research organizations, and other stakeholders for collaborative activities.
- 7. Stakeholder Feedback Analysis and Action Plan**  
Review and analysis of feedback received from stakeholders including students, faculty, staff, parents, alumni, and employers, along with discussion on corrective actions and quality enhancement measures.

**8. Infrastructure Development and Facilities Management**

Updates on infrastructure development, maintenance, modernization, ICT facilities, laboratory upgrades, library resources, and campus expansion initiatives.

**9. Student Mentoring and Support Systems**

Review of student mentoring programs, counseling services, academic advising, career guidance initiatives, and measures for holistic student development.

**10. Accreditation and Quality Assurance Initiatives**

Updates on NIRF/NAAC/NBA accreditation status, preparedness, compliance with quality benchmarks, AQAR activities, and continuous quality improvement strategies.


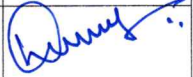

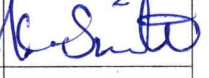
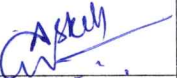




**11. NSS & NCC Extension Activities**




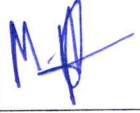





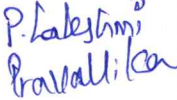

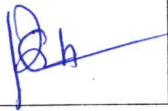
**12. Student Associations & Club Activities**

**13. Any Other Item with the Permission of the Chair**

Discussion on additional matters relevant to institutional quality enhancement.

**Members Present**

S.No.	Name	Designation	Composition	Role of Member	Sign
1.	Dr. J. Appa Rao	Principal	Head of the Institution	Chairman	
2.	Dr. D. Vijaya Saradhi	HOD,ECE Dept.	Faculty Representatives	Member	
3.	Dr. G. Ramaswamy	HOD,CSE Dept.		Member	
4.	Dr. K. Sunitha	HOD, IT Dept.		Member	
5.	Dr. A.S.K. Chaitanya	HOD,S&H Dept.		Member	
6.	Dr. N. CharlesJayaRao	HOD, AI&DS		Member	
7.	Prof. N. HariKrishna	HOD,CSE(DS)		Member	
8.	Dr. D. Ravi Kiran	HOD,CSE(AI&ML)		Member	
9.	Dr. K. Swetha	T.P.O		Member	

10.	Mrs. M. Madhurima	Controller of Finance, MLEW	Management Representative	Member	
11.	Dr. K. Gouthami	Professor, Dean R&D	Senior Administrative Faculty	Member	
12.	Dr. P. Sreenivasa Rao	Professor, S&H Dept.		Member	
13.	Mrs. M. Prathyusha	Assistant Professor	Female faculty Representative	Member	
14.	Mr. K.SrinivasaRao	Private Employer	Nominee from Local Society	Member	
15.	Mrs. Thirupathamma	Secretary, Alumni Association	Nominee from Alumni	Member	
16.	Mr. Santhosh Chaluvadi	CEO, Supraja Technologies,Pvt.Ltd. , Vijayawada	Nominee from Employers	Member	
17.	Mr.Parvathaneni Madhusudhan	Director & CEO Madblocks Technology Pvt. Ltd., Vijayawada	Nominee from Industry	Member	
18.	Garine Bhanu Sri Suvani	Student	Student Representative	Member	
19.	P Lakshmi Pravallika	Student	Student Representative	Member	
20.	V Pallavi	Student	Student Representative	Member	
21.	Dr. Chiluka Ramesh	Professor, ECE	Coordinator of IQAC	Member Secretary	

## Agenda Points Discussed and Resolutions

### Agenda Item 1: Confirmation of Minutes of the Previous Meeting

The minutes of the previous IQAC meeting held on 31<sup>st</sup> March, 2025 were presented by the IQAC Coordinator. Members reviewed the minutes for accuracy and completeness.

**Resolution:**

The minutes of the previous IQAC meeting were unanimously **approved and confirmed**.

**Agenda Item 2: Agenda Review and Approval**

The proposed agenda for the current meeting was presented. Members suggested minor sequencing improvements to enhance clarity and focus.

**Resolution:**

The agenda was **approved with minor modifications** and adopted for discussion.

**Agenda Item 3: Admissions, Results, and Academic Performance Review**

A detailed discussion was held on academic results for the year 2024–25, focusing on overall pass percentage and subject-wise performance across all departments. The committee noted the institute's consistent academics.

Notable achievements were reviewed in the following areas:

- Institution-wide academic performance
- Faculty achievements
- Student achievements
- Placement statistics
- Research and Development milestones
- Co-curricular and Extra-curricular activities

The committee reviewed:

- Admission procedures and enrolment targets for UG and PG programs
- Student results and pass percentages
- Course-wise academic performance analysis
- Identification of slow learners and advanced learners

Key challenges such as performance gaps in certain courses and absenteeism were discussed. Improvement strategies including remedial classes, bridge courses, and mentoring were suggested.

**Resolutions / Action Points:**

- Strengthen remedial teaching and tutorial sessions
- Implement result analysis at department level every semester
- Enhance academic monitoring through mentoring records

**Responsibility:** HODs

**Timeline:** Ongoing (Each Semester)

#### **Agenda Item 4: Placements, Internships, and Training Activities**

The Training and Placement Cell presented updates on:

- Placement statistics and trends
- Internship opportunities and participation
- Skill development and employability training programs
- Industry interactions and certifications

#### **Resolutions / Action Points:**

- Increase industry-driven training programs
- Encourage mandatory internships for all students
- Strengthen industry partnerships for placements

**Responsibility:** TPO / Department Placement Coordinators

**Timeline:** Throughout the Academic Year

#### **Agenda Item 5: Research and Development Activities**

The committee reviewed:

- Ongoing research projects and proposals
- Publications, patents, and consultancy activities
- Research funding opportunities and collaborations

The importance of improving research culture among faculty and students was emphasized.

#### **Resolutions / Action Points:**

- Encourage faculty to apply for funded research projects
- Promote student research and innovation activities
- Organize workshops on research methodology and IPR

**Responsibility:** R&D Cell / IQAC

**Timeline:** AY 2025–26

## **Agenda Item 6: Memoranda of Understanding (MoUs)**

MoUs can be signed with academic institutions, research organizations, and industries to support curriculum development, internships, training, and placements. The institution has already signed MoUs with several reputed companies and industries. However, monitoring and strengthening outcomes of existing MoUs was emphasized

Existing MoUs were reviewed for effectiveness. Proposals for new MoUs with industries, academic institutions, and research organizations were discussed.

### **Resolution:**

- All Heads of Departments were instructed to establish effective communication mechanisms with MoU partners, define collaboration activities clearly, and monitor outcomes regularly. Provisions for renewal or extension of MoUs will be incorporated to ensure continuity and sustained collaboration.
- Renew active MoUs and discontinue inactive ones
- Initiate new MoUs focusing on internships, research, and training

**Timeline:** Within AY 2025–26

## **Agenda Item 7: Stakeholder Feedback Analysis and Action Plan**

Feedback collected from students, faculty, alumni, parents, and employers was analyzed. Key observations and improvement areas were discussed.

### **Resolutions / Action Points:**

- Implement feedback-based corrective actions
- Communicate improvements to stakeholders
- Conduct feedback analysis at regular intervals

**Responsibility:** Feedback Committee

**Timeline:** Each Semester

## **Agenda Item 8: Infrastructure Development and Facilities Management**

The committee reviewed updates related to:

- Classrooms, laboratories, and ICT facilities
- Library resources and digital access
- Campus maintenance and expansion plans

**Resolution:**

- Upgrade laboratories and ICT infrastructure
- Enhance digital learning resources
- Ensure timely maintenance of facilities

**Responsibility:** Administration / IQAC

**Timeline:** As per approved schedule

**Agenda Item 9: Student Mentoring and Support Systems**

The mentoring process at Malineni Lakshmaiah Women's Engineering College involves pairing experienced faculty members with students to provide academic guidance, personal support, and career advice. Mentors assist students in addressing academic challenges and setting goals for holistic development.

The mentoring system, counseling services, and student support initiatives were reviewed. The role of mentors in academic and personal guidance was emphasized.

**Resolutions / Action Points:**

- It was resolved that all faculty members shall actively participate in the mentoring process. Each mentor is allotted **20 students**. Mentors are responsible for academic monitoring, career counseling, remedial coaching, motivation, and parent interaction whenever required.
- Strengthen mentor-mentee interactions
- Maintain mentoring records systematically
- Provide career guidance and emotional support

**Responsibility:** Mentors / Student Welfare Committee

**Timeline:** Ongoing

**Agenda Item 10: Accreditation and Quality Assurance Initiatives**

NAAC and NBA accreditation were discussed as essential for improving quality, recognition, employability, funding opportunities, research, institutional identity, accountability, and rankings. The Chairperson emphasized the timely completion of the **AQAR for the previous academic year**.

Updates on NAAC/NBA compliance, AQAR preparation, and quality benchmarks were discussed. Departments were advised to maintain documentation and evidence.

The Principal highlighted challenges in achieving NIRF ranking and discussed institutional efforts to overcome them.

Departments were advised to improve data quality, research output, innovation, and stakeholder perception parameters to strengthen future NIRF submissions.

#### **Resolutions / Action Points:**

- Criteria Coordinators were instructed to complete AQAR documentation and review work at the earliest. Periodic AQAR review meetings were planned to ensure timely submission and compliance.
- Ensure timely submission of AQAR
- Strengthen documentation for accreditation
- Conduct internal academic and administrative audits

**Timeline:** AY 2025–26

#### **Agenda Item 11: NSS & NCC Extension Activities**

NSS and NCC units organize various outreach and community service programs. Students and faculty actively participate in extension activities.

NSS and NCC activities are conducted regularly to promote social responsibility, leadership, and civic engagement among students. Participation records are maintained by the respective coordinators.

#### **Agenda 12: Student Associations & Club Activities**

The Chairperson discussed strengthening student associations and clubs to enhance participation in technical, cultural, and professional activities.

Student associations and clubs were encouraged to organize technical events, competitions, and co-curricular activities to promote leadership, teamwork, and innovation.

#### **Agenda 13: Cultural and Wellness Activities**

Students are encouraged to participate in cultural events conducted during annual day celebrations and club activities. Professional choreographers are engaged to train students.

Various cultural clubs organize events throughout the year. Students are encouraged to actively participate in cultural programs and wellness activities such as yoga to support holistic development.

## Agenda Item 14: Any Other Item with the Permission of the Chair

No additional items were proposed.

### Conclusion

The Chairperson appreciated the active participation of all members and emphasized the importance of continuous quality improvement. The meeting concluded with a vote of thanks to the Chair.

S. No.	Agenda Item	Decision / Resolution	Action Taken	Responsibility	Timeline	Status
1	Confirmation of previous minutes	Minutes to be approved and circulated	Approved minutes circulated to members and archived	IQAC Coordinator	Immediate	Completed
2	Agenda review and approval	Agenda approved with minor modifications	Revised agenda finalized and adopted	IQAC	Immediate	Completed
3	Admissions, results & academic performance	Strengthen result analysis and remedial measures	Department-wise result analysis done; remedial classes and mentoring initiated	HODs / Academic Coordinators	Each Semester	In Progress
4	Placements, internships & training	Enhance employability and industry exposure	Skill training programs initiated; internships encouraged; placement drives planned	TPO / Placement Cell	AY 2025-26	In Progress
5	Research & development activities	Promote research culture and funded projects	Faculty motivated for proposals; workshops on research & IPR planned	R&D Cell / IQAC	AY 2025-26	In Progress
6	MoUs	Review existing MoUs and initiate	Existing MoUs reviewed; discussions	HODs/IQAC	AY 2025-26	In Progress

S. No.	Agenda Item	Decision / Resolution	Action Taken	Responsibility	Timeline	Status
		new ones	initiated for new MoUs			
7	Stakeholder feedback	Analyze feedback and implement improvements	Feedback collected, analyzed, and corrective actions communicated	IQAC / Feedback Committee	Each Semester	Completed
8	Infrastructure & facilities	Upgrade infrastructure and ICT facilities	Lab upgradation planned; ICT facilities reviewed; library resources enhanced	Administration / IQAC	AY 2025-26	In Progress
9	Student mentoring & support	Strengthen mentoring and counseling	Mentor-mentee allocation done; mentoring sessions conducted	Mentors	Continuous	Ongoing
10	Accreditation & quality assurance	Ensure NAAC/NBA compliance/ NIRF	AQAR preparation initiated; departments instructed to maintain documentation	IQAC / Departments	AY 2025-26	In Progress

Dr. Ch.Ramesh, IQAC Coordinator, proposed the vote of thanks. The IQAC Coordinator expressed sincere gratitude to all the IQAC members for their active participation and valuable contributions during the deliberations. The Coordinator also requested the members to continue providing guidance to the IQAC and to actively participate in all future quality enhancement initiatives and endeavours of the Institution. The next IQAC meeting is unanimously proposed in the month of March 2026.

  
IQAC Coordinator

Dr. Ch. Ramesh

**CC: MALINENI LAKSHMAIAH  
WOMEN'S ENGINEERING COLLEGE  
VILLADIGUNTA, GUNTUR-522017.**

1. All committee members
2. Office

  
Chairman, IQAC & Principal

Dr. J. Appa Rao

**PRINCIPAL  
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