



MALINENI LAKSHMAIAH WOMEN'S ENGINEERING COLLEGE (AUTONOMOUS)

(Accredited by "NBA" & NACC A+ Grade | Approved by AICTE, New Delhi & Affiliated to JNTUK, Kakinada)
Pulladigunta (Vil), Vatticherukuru (Md), Prathipadu Road, Guntur – 522 017 A.P.



Ref no.: MLEW/2023-24 /IQAC

Date: 21-03-2024

CIRCULAR

It is hereby informed that a meeting of the IQAC will be convened today, 21st March, 2024, 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 the Minutes of the Previous Meeting
2. Review of Action Taken Reports (ATR)
3. Academic Quality Assurance
4. Faculty Development Programs (FDPs)
5. Student Support and Progression
6. Infrastructure Development Updates
7. Research and Development Initiatives
8. Strengthening Industry-Institute Interaction
9. Quality Enhancement Strategies
10. Feedback Mechanism and Analysis
11. Documentation and Reporting
12. Planning for the Next Academic Year
13. Digital Transformation Initiatives
14. Community Engagement and Social Responsibility
15. Alumni and Stakeholder Engagement
16. Best Practices and Innovations
17. Any Other Matters with the Permission of the Chair


IQAC Coordinator

IQAC

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


Principal

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

Copy to:

1. Principal, MLWEC
2. Committee members



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Ref: MLEW/IQAC/2023-24/ MoM/2

Date: 21-03-2024

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

(A.Y. 2023-2024)








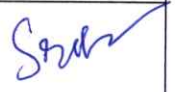



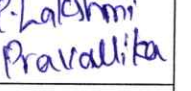


Date: 21-03-2024, Time: 2.00 PM to 4.00 PM, Venue: Board Room.

Agenda

1. Confirmation of the Minutes of the Previous Meeting
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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. 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	-AB-
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

Dr. J. Appa Rao, Chairman, IQAC, welcomed all members of the IQAC, for the first meeting of 2023-2024 academic year and followed by a review presentation made by Dr. Ch.Ramesh, Coordinator of IQAC.

The following points were discussed and resolved in the meeting:.

1. Confirmation of the Minutes of the Previous Meeting

- The minutes of the previous meeting held on 31st Oct, 2023 were reviewed and confirmed without changes.

2. Review of Action Taken Reports (ATR)

- Updates on actions taken from resolutions in the previous meeting were presented.

3. Academic Quality Assurance

- **Performance Analysis:** A detailed review of semester results and course-specific outcomes was conducted. Departments were advised to focus on courses with low pass percentages.
- **OBE Framework:** The current status of Outcome-Based Education implementation was shared. Faculty training sessions on outcome mapping were proposed.
- **Audit Gaps:** Measures to bridge identified gaps in academic audits were discussed.

4. Faculty Development Programs (FDPs)

- The progress of faculty participation in recent workshops and training programs was shared.
- Emphasis was placed on encouraging research collaborations.

5. Student Support and Progression

- Feedback on mentoring and counseling services was reviewed, with plans to expand these initiatives.
- Skill development programs and scholarships for disadvantaged students were discussed and prioritized.

6. Infrastructure Development Updates

- Departments were requested to submit detailed proposals for specific infrastructure needed to enable resource allocation and planning.

7. Research and Development Initiatives

- Plans to foster a stronger research culture among faculty and students were outlined, including workshops on writing research proposals.

8. Strengthening Industry-Institute Interaction

- The outcomes of existing MoUs were reviewed, and new collaborations were proposed.

- Updates on internship placements and industry expert guest lectures were shared.

9. Quality Enhancement Strategies

- **Accreditation (NBA):** Progress on recommendations for B.Tech. (CSE & ECE) NBA accreditations was discussed. Deadlines were set for documentation preparation and compliance reports.
- **NIRF Rankings:** Initiatives to participate in NIRF rankings and strengthening alumni engagement.

10. Feedback Mechanism and Analysis

- Stakeholder feedback from students, faculty, and alumni was presented. Action plans to address key issues were developed.
- Suggestions for improving the feedback collection process were proposed.

11. Documentation and Reporting

- The preparation of the **AQAR 2023-24** was discussed, and responsibilities were assigned for data collection and reporting.

12. Planning for the Next Academic Year

- The draft academic calendar for 2024-25 was reviewed, and objectives were set for upcoming academic and administrative activities.
- Proposals for workshops and student-centric programs were finalized.

13. Digital Transformation Initiatives

- Updates on the integration of Learning Management Systems (LMS) and ERP tools were presented.
- New e-learning content development initiatives were proposed.

14. Community Engagement and Social Responsibility

- Outreach programs under NSS/NCC were reviewed, and plans for new community development projects were discussed.

15. Alumni and Stakeholder Engagement

- Updates on upcoming alumni meet planning and strategies to enhance alumni contributions were discussed.

16. Best Practices and Innovations

- Departments shared successful practices, and new strategies for academic and administrative innovation were proposed.

17. Any Other Matters with the Permission of the Chair

As no other point was raised for discussion the meeting came to an end.

Dr. Ch.Ramesh, IQAC Coordinator, proposed the vote of thanks. The next IQAC meeting is unanimously proposed in the month of October 2024. Coordinator- IQAC solicited the continued support of the members for sharing their rich knowledge and wide experience for furthering the mission of the IQAC.


IQAC Coordinator

Dr. Ch. Ramesh

CC: All committee members


Chairman, IQAC & Principal
Dr. J. Appa Rao

PRINCIPAL

MALINENI LAKSHMAIAH

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