



MOTHER THERESA INSTITUTE OF ENGINEERING AND TECHNOLOGY

Melumoi (Post), Palamaner-517408.

(Approved by AICTE, New Delhi and Affiliated to JNTUA, Anantapuramu-515002)

(An ISO 9001:2015 Certified Institute)

(Email: mtieat@gmail.com Website: www.mtieat.com)

[COLLEGE CODE: HR]



INTERNAL QUALITY ASSURANCE CELL

Academic Year 2021-22

Minutes of Meeting

Dated: 11.02.2022

The 04th meeting of Internal Quality Assurance Cell (IQAC) was held in the Board Room (Ground Floor) on Thursday, 10.02.2022 at 03:00 PM.

Members Present:

Sri M.R. Sunil - Chairman, Dr. R. Rajendra Reddy - Academic Director, Dr. M. Lakshmikantha Reddy – Principal, Sri K. Lokesh – Co-Ordinator IQAC, Sri A. Reddy Prasad – T&PO, Sri B. Venkatesh – HoD CE, Sri N.V. Kishore Kumar – Ic. HoD EEE, Dr. R.T. Sharath Babu – HoD ME, Sri L. Rama Murthy – HoD ECE, Dr. U. Kumaran – HoD CSE, Dr. C.S. Dwaraka Viswanath – HoD H&S, Sri S. Ramachandra – Controller of Examinations, Dr. P.C. Prabhu Kumar.

The Co-Ordinator, Mr. K. Lokesh, welcomed the members as well as invited members to the fourth meeting for the academic year 2021-22.

1. Approval of Agenda:

Accepted.

2. Confirmation of minutes of the third IQAC meeting:

It was resolved that minutes of the second IQAC meeting are confirmed.

3. NACC Status – Criteria Wise:

The Chairman has called the NAAC criteria co-ordinators to explain the work progress in their respective allotted criteria. All the seven criteria co-ordinators have explained their criteria work status among which the following points were discussed for further updation:

- i. Chairman has recommended for BoS meeting other institutions.
- ii. It was informed by the Chairman & Principal to develop an Academic Activity chart year-wise for the activities to be carried out through out academic year.
- iii. Recommendation for conduction of Extension Activities and collection of proofs with initial & seal from government officials on their letter heads.
- iv. To capture geo-tagged photos with the suitable devices for the infrastructure available in the institution.



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Ref. 05/2021-22/IQAC

Date: 23.02.2022

INTERNAL QUALITY ASSURANCE CELL

NOTICE

It is hereby informed that, the meeting of Internal Quality Assurance Cell (IQAC) is planned on 24th February 2022 in the Board Room (Ground Floor) at 03:00 PM.

All the IQAC members should attend this meeting without fail. The Agenda of the meeting is attached with this notice.

Please go through it and all concerned are required to take necessary action in this regards.


Co-Ordinator IQAC

CO-ORDINATOR
INTERNAL QUALITY ASSURANCE CELL
Mother Theresa Institute of
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Principal

PRINCIPAL
Mother Theresa Institute of
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INTERNAL QUALITY ASSURANCE CELL

Meeting Agenda

Date: 24.02.2022

Location: Board Room

Time: 03:00 PM

Called by: IQAC Co-Ordinator

Attendees: IQAC Committee Members

Meeting Agenda:

1. Approval of Agenda
2. Confirmation of minutes of the fourth IQAC meeting
3. NAAC Status
4. Any other item with the permission of Chairman

CO-ORDINATOR
INTERNAL QUALITY ASSURANCE CELL
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- v. It was informed by the Chairman to maintain a copy of faculty achievements in the library.
- vi. After discussion with the committee members it was decided to open few bank accounts for; such as: Alumni, Examination Branch, Placements & Departments to implement & maintain financial transparency.
- vii. It was discussed to purchase and deploy sensor based lights in the campus at appropriate places.
- viii. Later it was informed by the Chairman that, there shall be a review meeting on 15.02.2022 ie., Tuesday, about status of Criteria work.
The Criteria co-ordinators shall explain the criteria wise data available and any requirements with proper solution for the required data.

4. Campus App:

The Chairman has observed that the campus is not properly utilized among the faculty members and instructed the Head of the Departments to strictly monitor it. The Principal has instructed that all the faculties handling subjects for B.Tech I & II years should post the attendance without fail.

5. NPTEL Certifications:

It was observed that few faculties are not interested in getting NPTEL certification. So, Chairman has informed the head of the departments to take responsibility and ensure that all the faculty members in their concerned department gets NPTEL certification. Also it is informed to the faculty to register and get certification in advance courses through NPTEL so that the faculty can in turn share the knowledge among the students which can be converted as Add on Courses implemented for each semester.

6. Mini Projects:

The Chairman & Principal has suggested to implement mini projects for all the all years among the departments. The best projects get rewarded and the same can be extended further in the next semester as a Major Project.

Date of next meeting:

After discussion with the members, the next meeting was scheduled on Tuesday, 15th February 2022 at 03:00 PM in the Board Room.

The meeting ended at 04:30 PM with the permission of the Chairman.

Prepared by
IQAC Co-Ordinator


Approved by:
PRINCIPAL
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