



Shadan Women's College of Engineering and Technology

6-2-980, Raj Bhavan Road, Khairatabad, Hyderabad, Telangana – 500 004

Approved by AICTE & Permitted by the Government of Telangana
Affiliated to Jawaharlal Nehru Technological University, Hyderabad
A Minority Institution - Established by Shadan Educational Society

Internal Quality Assurance Cell

Ref: SWCET/IQAC/CIR/ 2022-2023/ 02

Date: 02.03.2023

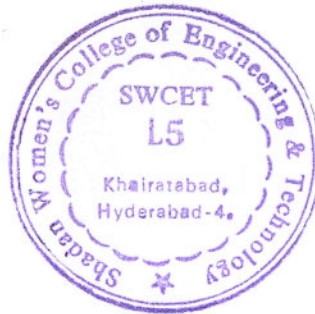
CIRCULAR

The second IQAC meeting for the academic year 2022-2023 will be conducted in Conference Hall on 11.03.2023 at 11.00 AM. All the IQAC members are informed to attend the meeting without fail.

Agenda for the Meeting

1. Review of last meeting minutes
2. Review of Academic Audit report for 2022-2023 First Semester
3. Review of Placement Activities for the year 2022-2023
4. Review of course implementation and monitoring activities
5. Review of Result analysis of DEC 22 / JAN 23
6. Plan for submission of Autonomous Application
7. Plan for NBA accreditation for CSE (UG)
8. Review of Report of the Mentor Mentee System
9. Review of Alumni meeting
10. Review of Sports / Cultural activities


IQAC Deputy Coordinator




IQAC Coordinator

Copy to

1. The Principal
2. IQAC file
3. Office file
4. All members of IQAC



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Date: 12.03.2023

Minutes of the Meeting

The second IQAC meeting of SWCET for the academic year 2022-2023 was held on 11.03.2023 at 11.00 AM in Conference Hall. Dr M Pavithra Jyothi, Member IQAC, welcomed all the members of the IQAC. The meeting started with a permission of the Head of the Institution.

1. Review of last meeting minutes

The last meeting minutes were reviewed and all points are completed.

2. Review of Academic Audit report for 2022-2023 First Semester

Dr Mohd Abdul Khader Khan, Member IQAC and Coordinator of 2022-2023 First semester academic audit coordinator presented audit report of all departments conducted during December 2022 and initiated the discussion. The members appreciated the efforts taken by the IQAC for conducting Audit with the help of Senior Professors from various colleges located in around Hyderabad.

3. Review of Placement Activities for the year 2022-2023

Dr M Pavithra Jyothi, Member IQAC and Head Training, Placement and Corporate Affairs presented the detailed report on various placement training programs, skill development programs. She also presented the report on details of student's placement through placement and training cell. She also presented various steps taken by the placement and training cell with the support of management for improves the placement. The committee members suggested making more MOUs with leading industries for campus placement and training the students in the latest trends in industry scenario.

4. Review of course implementation and monitoring activities

The course implementation and monitoring activities report is presented to the members of IQAC. The members prized the effort taken by IQAC to improve the teaching learning process and learning outcomes.

5. Review of Result analysis of DEC 22 / JAN 23

Ms. M Sireesha, Member IQAC and Examination Branch In charge presented the report on analysis of university examination results held in the month of DEC 22 / JAN 23. The members suggested HODs to take extra steps and motivate the students to concentrate more on studies. They are suggested to conduct some motivational lectures and yoga programs to improve the concentration of students in studies.

6. Plan for submission of Autonomous Application

The institution had taken up initiative to submit application for autonomous status for the institution. Principal approved the proposal made by the committee members and directed IQAC to constitute a committee to prepare and submit the application to UGC for autonomous application before July 2023.

7. Plan for NBA accreditation for CSE (UG)

The members of IQAC directed the HoD – CSE and HoD – H&S to constitute a committee to prepare an action plan to prepare and submit Self-Assessment Report (SAR) for B.Tech – Computer Science and Engineering before September 2023.

8. Review of Report of the Mentor Mentee System

The report on mentor-mentee system is presented to the members by Dr P Nithyanantham Deputy Coordinator IQAC. The members suggested streamline the counselling system adding some professional counsellors basically a doctor along with faculty members to identify the students' personal and mental problems. They are also requested the counselling team members are provided with special training to tackle all the issues of students and improve their career through proper guidance and counselling.

9. Review of Alumni meeting

The alumni meeting conducted during December 2022 are reviewed. The suggestions and comments pointed out by the alumni members are taken up for the discussion.

10. Review of Sports / Cultural activities

The Physical Education Director presented a report on sports / cultural activities carried out during the year 2022-2023. The members suggested taking necessary steps and motivating the students to participate in the events organized national / university level.


Meeting ended with IQAC Member Ms. K. Bhagyalakshmi thanking the members for their contribution during the meeting


IQAC Deputy Coordinator




IQAC Coordinator

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Internal Quality Assurance Cell – AY 2022-2023

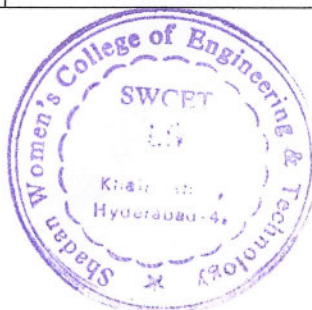
Attendance Sheet

Ref: SWCET/IOAC/ATT/ 2022-2023/ 02

Date: 11.03.23

S.No	Name	Designation	Signature
1.	Dr K. Palani	Principal	
2.	Dr P Hima Bindu	Vice Principal	
3.	Dr P Nithiyanantham	Professor/ECE	
4.	Dr P Ramasubramanian	Professor & HoD / CSE	
5.	Dr S K Harikarthik	Associate Professor & HoD /IT	
6.	Dr M A Khader Khan	Professor & HoD / ECE	
7.	Prof C B V Subbarayudu	Associate Professor & HoD / EEE	
8.	Dr S Mohan Babu	Professor & HoD / H&S	
9.	Dr S Susi	Professor & HoD / MBA	
10.	Dr M Pavithra Jyothi	Associate Professor/ECE, Head Training, Placement and Corporate Affairs	
11.	Ms. M Sireesha	Assistant Professor/ CSE, Exam Cell	
12.	Ms. K. Bhagyalakshmi	Assistant Professor/ ECE, SWCET Alumni Association	
13.	Mr. Md Aqeel Ahmed	Administrative Officer	
14.	Ms. C HimaBindu	Chief Librarian	
15.	Mr. Siddique Hassan	Physical Director	
16.	Ms. Syeda Summayya	Student, III Year / IT/ SWCET	
17.	Mr. Abdul Rahman Shareef	Industrial Expert	
18.	Er Syed Azoz-ur Rahman	Administrative Expert	
19.	Ms. Hasfa Begum	Entrepreneur	
20.	Ms. Megha	Assistant Professor	

IQAC Deputy Coordinator



IQAC Coordinator