



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/ 2021-22/ 02

Date: 16.08.2022

CIRCULAR

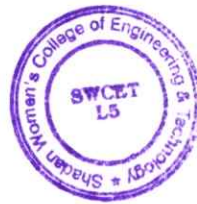
The second IQAC meeting for the academic year 2021-2022 will be conducted in Principal Chamber on 20.08.2022 at 10.00 AM. All the IQAC members are informed to attend the meeting without fail.

Agenda for the Meeting

1. Review of Previous minutes of meeting
2. Review of Add-on / Certificate / Value Added Programs for the year 2021-22
3. Review of Project work / Field work / Internships for the year 2021-22
4. Review of feedback analysis for the year 2021-22
5. Review of University Examination Results of Final Year Students
6. Review of Research and Development activities for the year 2021-22
7. Review of NSS Activities for the year 2021-22
8. Review of the expenditure on Infrastructure developments during the year 2021-22
9. Review of Scholarship / Freeships
10. Review of placement activities
11. Review of the performance in Competitive examinations
12. Review of students performance in Sports / Cultural Activities
13. Review of Report on Alumni meeting
14. Review of faculty development programs / Conferences / Workshops Organized / Attended
15. Review of Quality initiative programs organized by IQAC – 2021-22
16. Review of Report on Celebration of National / International Commemoration Days – 2021-22
17. Academic and Administrative Audit for Semester I
18. Other points, if any


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: 22.08.22

Minutes of the Meeting

The second IQAC meeting of SWCET for the academic year 2021-2022 was held on 20.08.22 at 10.00 AM in Principal Chamber. Dr P Nithiyantham, Deputy Coordinator IQAC, welcomed all the members of the IQAC. The meeting started with a permission of the Head of the Institution.

1. Review of previous Minutes of Meeting

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

2. Review of Add-on / Certificate / Value Added Programs for the year 2021-22

Dr M.K. Nizamuddin, Member IQAC presented the report on Add-on / Certificate / Value Added programs organized during the year 2021-22. The members suggested HODs to take extra steps to conduct more programs on recent industrial development areas.

3. Review of Project work / Field work / Internships for the year 2021-22

Prof C V B Subbarayudu, Member IQAC presented the detailed report on Project Work / Field Work / Internships carried by the students during 2021-22. The members appreciated the efforts taken by all departments to make the students to participate in the events.

4. Review of feedback analysis for the year 2021-22

The feedback Collection, analysis and action taken report of Students / Alumni / Faculty / Employer are reviewed.

5. Review of University Examination Results of Final Year Students

Ms. M Sireesha, Exam Cell Incharge presented the report on university examination results June 2022 of final year students. The members advised the HoDs to take more steps to increase the pass percentage.

6. Review of Research and Development activities for the year 2021-22

Dr M A Khader Khan, Member IQAC presented the report on grants received from government / non-government agencies, workshops conducted on research and development, no of research papers / books / book chapters published by the students and staffs during the year 2021-22. All the members congratulated the efforts taken by the research and development cell for promoting research culture in the institution.

7. Review of NSS Activities for the year 2021-22

Mr Siddique Hassan, Member IQAC presented the report on NSS Activities carried out during the year 2021-22. The members suggested to adopt some villages for promoting the activities like Swachh Bharat, AIDS awareness etc among the people.

8. Review of the expenditure on Infrastructure developments during the year 2021-22

Mr. Md Aqeel Ahmed, Member IQAC and Administrative officer presented the detailed report on the expenditure made on the development of infrastructure. All members prized the efforts taken by the management to increase the facilities for better teaching learning process.

9. Review of Scholarship / Freeships

Dr M Pavithra Jyothi, Member IQAC presented the detailed report on scholarships / Freeships received by the students during the academic year 2021-22. All the members are appreciated the efforts taken by the scholarship section to provide financial assistance to students. They are also valued the contribution of management in the form of fees reduction to the economically weaker section students.

10. Review of placement activities

Dr M Pavithra Jyothi, Member IQAC and Placement officer presented the report on student's placement / higher studies / no of skill enhancement programs organized. The members directed the placement and training cell to take more steps to place the students in multinational companies.

11. Review of the performance in Competitive examinations

Dr. S Susi, Member IQAC presented the report on student's performance in Competitive examinations during the year 2021-22. All the members suggested conducting more awareness programs on how to clear competitive examinations like GATE, GMAT/CAT/ GRE / TOFEL / IELTS etc.

12. Review of students performance in Sports / Cultural Activities

Mr Siddique Hassan, Member IQAC and Physical Director presented a report on students performance in Sports / Cultural events organized both in college and other institutions. The members directed the physical education department to motivate the students to take part in cultural / sports activities.

13. Review of Report on Alumni meeting

Ms. K. Bhagyalakshmi, Member IQAC and Coordinator Alumni Welfare Association presented the report on Alumni meeting held during December 2021. The members suggested the Alumni association should take necessary steps to help of paasout students in skill development / placement tips programs.

14. Review of faculty development programs / Conferences / Workshops Organized / Attended

Dr S K Harikarthik, Member IQAC presented report on faculty development programs, conferences, workshops organized / attended during 2021-22. All the members appreciated the efforts taken by the institution for organizing more FDP/STTP/Hands-on Training/Administrative Training/Professional Development Programs in latest technological development areas.

15. Review of Quality initiative programs organized by IQAC – 2021-22

Dr P Nithiyantham, Deputy Coordinator IQAC presented the report on Quality initiative programs organized by IQAC. The members suggested to conduct more programs on quality aspect.

16. Review of Report on Celebration of National / International Commemoration Days – 2021-22

The report on celebration of national / international commemoration days during 2021-22 is presented by Dr S. Susi. The members prized the efforts taken by the institution for organizing events on the national importance day to motivate the students to become a good citizen.

17. Academic and Administrative Audit for Semester I

Dr P Hima Bindu, Coordinator IQAC presented report on Academic and Administrative Audit (AAA) for the year 2021-22 (Semester I) which was conducted in the month of May 2022.

Meeting ended with IQAC Member Dr S. Susi thanking the members for their contribution during the meeting


IQAC Deputy Coordinator




IQAC Coordinator

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Internal Quality Assurance Cell – AY 2021-2022

Attendance Sheet

Ref: SWCET/IQAC/ATT/ 2021-22/ 02

Date: 20.08.22

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

[Signature]
IQAC Deputy Coordinator



[Signature]
IQAC Coordinator