SHADAN COLLEGE OF ENGINEERING AND TECHNOLOGY
An ISO 9001:2015 Certified Institution Permitted by Govt. of Telangana. Approved by AICTE. Affiliated to JNTUH.
Peerancheruvu, Himayatsagar Road, Telangana, India

Ref: *SCET/IQAC/2022-23/02*

Date: 01/07/2023.

To
The Principal,
Chairperson-IQAC,
Shadan College of Engineering and Technology,
Hyderabad.

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Sir,

Sub: Request for approval-IQAC Meeting - regarding.

It is proposed to conduct the IQAC meeting on 07/07/2023. The agenda for the meeting is enclosed.

I request your approval.

Thanking you

Yours faithfully

Dr. M. Subburaj,
Coordinator IQAC

Dr. Afroz Mehar
Dy. Coordinator IQAC

Enclosure:

1. Agenda

Shadan College of Engineering & Technology
College Code: 08
Hyderabad-86, T.S.
Peeran Cheru

Signature Not Verified
Md Ateeq Ur Rahman
27.02.2024 10:48

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Date: 01/07/2023

CIRCULAR

Sub: IQAC Meeting - Intimation to the Members of IQAC

The Internal Quality Assurance Cell (IQAC) meeting will be held on 07/07/2023 in the Board Room at 3.00 PM. The points to be discussed in the meeting are attached herewith.

Dr. M. Subburaj,
Coordinator IQAC

Dr. Afroz Mehar
Dy. Coordinator-IQAC

Principal
Chairperson-IQAC

Copy to:
The Principal, Chairperson IQAC
HODs of all Departments
IQAC Members.
Chairman Office Khairtabad

Encl: Meeting Agenda.

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Ref: *SCET/IQAC/2022-23/02*

Date: 01/07/2023

Agenda

1. Review of the previous IQAC meeting.
2. Academic calendar 2023-24.
3. Updating students' counseling records.
4. CO, PO, PSO mapping & attainment up to 2021-22 passed out students.
5. Achievements of R & D/EDC/Incubation center.
6. Submission of the action plan for the year 2023-24.
7. Submission of annual departmental-level report by HODs for the academic year 2022-23.
8. Annual report by the Librarian.
9. Achievement for the previous academic year and action plan for the upcoming year 2023-24 by the coordinators of Placement cell, competitive exam/Higher studies.
10. Submission of faculty performance appraisal form by HOD.
11. Review all cell activities and goal setting for the AY: 2022-23.
12. NPTEL, SWAYAM, MOOC participation and achievements.
13. FDP to be organized and participated by the faculty.
14. Strengthening of micro-teaching and evaluation.
15. Academic Audit for the AY:2022-23.
16. Any other points with the permission of chairperson IQAC/Principal.

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Academic Year 2022-23
MINUTES OF THE IQAC MEETING

Date of the Meeting: 07/07/2023 **Time:** 3.00 PM
Meeting Circular / Ref: *SCET/IQAC/2022-23/02* **Venue:** Board Room

1. Dr. Afroz Mehar, Dy. Coordinator IQAC has given a welcome address.
2. The previous IQAC meeting minutes were reviewed, and submitted by Dr. M. Subburaj IQAC-Coordinator.
3. The SCET conferred with Autonomous status by UGC for a period of 10 years.
4. The New Curriculum / syllabus has to designed as per recent advancement – Industry 4.0.
5. Academic Calendar has to be finalized on 16/08/2023.
6. All the HOD were asked to prepare & submit Action Plan for AY 2023-24.
7. All the HODs were asked to update the student's counseling records/CO-PO-PSO etc. and department-level achievement report AY:2022-23.
8. Coordinator R& D has presented the progress report (2022-23) .
9. Decided to take more efforts to score higher rank in NIRF .
10. All the cell coordinators have presented the progress report of their respective cells (AY 2022-23)
11. HODs were asked to encourage their faculty & students to participate in NPTEL/Online Courses/FDP/ Value added certificate Programs.
12. It has been decided that:
    a. The micro level Teaching evaluation should be completed by all the departments on time.
    b. The Academic Audit by IQAC should be completed on Time.
13. The Principal-Chairperson appreciated all the stakeholders for their contribution and requested them to prepare well for the NAAC & NBA accreditation process as per requirements.
14. Dr. K.M. Subramaniam, Prof-CSE Member-IQAC proposed a vote of thanks.

Dr. M. Subburaj,
Coordinator IQAC

Dr. Afroz Mehar
Dy. Coordinator IQAC

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MEMBERS ATTENDED THE IQAC MEETING HELD ON 07/07/2023

S.NO.	NAME	DESIGNATION	CATEGORY	POSITION	SIGNATURE
1.	Dr. Md Ateeq ur Rahman	Principal	Head of the Institution	Convener/ Chairperson	
2.	Er. Syed Azaz-ur-Rahman	Vice-Chairman, Shadan Educational Society	Member from Management	Member	
3.	Dr. M. Subburaj	Professor	Teaching Faculty	Coordinator	
4.	Dr. Afroz Mehar	Professor	Teaching Faculty	Member, Dy.Coordinator	
5.	Dr. K. M. Subramaniam	Professor	Teaching Faculty	Member	
6.	Dr. Amairullah Khan Lodhi	Associate Professor	Teaching Faculty	Member	
7.	Dr. Mohd Abdul Qadeer	Professor & HOD / Civil	Teaching Faculty	Member	
8.	Dr. G. Sridhar	Professor & HOD / CSE	Teaching Faculty	Member	
9.	Mr. Amer Ali Khan	Professor & HOD / EEE	Teaching Faculty	Member	
10.	Dr. Md. Ilyas	Professor & HOD / ECE	Teaching Faculty	Member	
11.	Dr. Mohammed Sirajuddin	Professor & HOD / IT	Teaching Faculty	Member	
12.	Dr. Naseeb Khan	Professor & HOD / Mechanical	Teaching Faculty	Member	
13.	Dr. M. Ikramullah khan Aman	Professor and Head of Training, Placement and Corporate Affairs	Teaching Faculty	Member	
14.	Mrs. Amtul Fatima Asra	Associate Professor/S&H	Teaching Faculty	Member	
15.	Mr. Shaik Zameer	Assistant Professor Convener, Exam Cell	Teaching Faculty	Member	
16.	Dr. Shaik Saidulu	Professor / ECE; President, SCET Alumni Association	Teaching Faculty	Member	
17.	Mrs. Shaik Nazeera Sultana	Administrative Officer	Senior Administrative Officer	Member	
18.	Mr. Ibrahim Basha	Chief Librarian	Librarian	Member	
19.	Mr. Anwar bin Yousuf	Physical Director	Physical Education	Member	
20.	Mr. Osaid Ahmed Sharif	Student, IV Year / ECE / SCET	Students Nominee	Member	
21.	Mr. Abdul Rahman Shareef	Industrial Expert	Local Society Nominee	Member	
22.	Syed Imran Ali Khatib	Entrepreneur	Alumni Nominee	Member	
23.	Md Riyaz	Entrepreneur	Alumni Nominee	Member	
24.	P. Bhagvan Rao	Asst. Professor	Teaching Faculty	Supporting Staff	

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Md Ateeq Ur Rahman
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