SHADAN COLLEGE OF ENGINEERING & TECHNOLOGY

Accredited by NAAC with A+ Grade, Accredited by NBA, Approved By AICTE, Affiliated to JNTUH, permitted by Govt of T.S, ISO Certified Institution, RECOG Under 2(f) by UGC.

Ref: *SCET/IQAC/2023-24/01* Date: 06-11-2023

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

Sub: Request for approval-IQAC Meeting - regarding.

It is proposed that the IQAC meeting be held on 16 Nov 2023 (Thursday). The agenda for the meeting is enclosed.

I request your approval.

Thanking you

Yours faithfully

Coordinator
IQAC
Dr. M. Subburaj

Dy.coordinator
IQAC
Dr. Afroz Mehar

Enclosure:

1. Agenda

Signature Not Verified
Md Ateeq Ur Rahman
20.01.2025 11:32

Ref: *SCET/IQAC/2023-24/01* Date: 06-11-2023

Agenda

1. Review of the previous IQAC meeting.
2. Academic calendar 2023-24.
3. The department's action plan for the AY 2023-24 (odd/even semester) is separately attached.
4. AY: 2023-24, Ist year Induction Program.
5. Updating students' counseling records.
6. CO, PO, PSO mapping & attainment up to 2023-24 passed out students.
7. Achievements of R & D/EDC/Incubation center.
8. Submission of the action plan for the year 2023-24.
9. Submission of annual departmental-level report by HODs for the academic year 2023-24.
10. Stock verification submission report as of Oct 31st, 2023.
11. Annual report by the Librarian.
12. Submission of student's scholarship report as of Oct 2023.
13. 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.
14. Submission of faculty performance appraisal form by HOD.
15. Review of all the cell activities and goal setting for the AY: 2023-24.
16. NPTEL, SWAYAM, MOOC participation and achievements.
17. FDP to be organized and participated by the faculty.
18. Strengthening of micro-teaching and evaluation.
19. Academic Audit for the AY:2023-24.
20. Any other points with the permission of chairperson IQAC/Principal.

Coordinator
IQAC

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Dy.coordinator
IQAC

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Ref: *SCET/IQAC/2023-24/01* Date: 06-11-2023

CIRCULAR

Sub: IQAC Meeting - Intimation to the Members of IQAC

The Internal Quality Assurance Cell (IQAC) meeting will be held on 16 Nov 2023 (Thursday). in the Board Room at 3.00 PM. The points to be discussed in the meeting are attached herewith.

Coordinator
IQAC

Dy.coordinator
IQAC

Principal
Chairperson-IQAC

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

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

Encl: Meeting Agenda.

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Md Ateeq Ur Rahman
20.01.2025 11:32

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Academic Year 2023-24
MINUTES OF THE IQAC MEETING

Date of the Meeting: 16 Nov 2023 (Thursday). **Time:** 3.00 PM
Meeting Circular / Ref: *SCET/IQAC/2023-24/01* **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.
    a. Four Professional bodies namely CSI, SAE, ISTE & IGBC were established.
3. Dr. Md. Ilyas, HOD-ECE has prepared & submitted the academic calendar for AY:2023-24.
4. All the HODs were asked to prepare & submit an Action Plan for AY 2023-24, on or before 15-11-2023.
5. All the HODs were asked to update the student's counseling records/CO-PO-PSO and department-level achievement report AY:2023-24.
6. Coordinator R& D has presented the progress report (2022-23) and action plan (2023-24).
7. All the HODs were asked to complete the stock verification on or before 31-11-2023.
8. All the cell coordinators have presented the progress report of their respective cell (AY 2022-23) and prepared an action plan for AY: 2023-24.
9. All the HODs were asked to complete the faculty performance appraisal before 30-11-2023.
10. HODs were asked to encourage their faculty & students to participate in NPTEL/Online Courses/FDP/ Value added certificate Programs.
11. 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' contributions 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.

Coordinator
IQAC

Dy.coordinator
IQAC

Principal
Chairperson-IQAC

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

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20.01.2025 11:32

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MEMBERS ATTENDED THE IQAC MEETING HELD

On 16 Nov 2023 (Thursday).

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	
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	
23.	Syed Imran Ali Khatib	Entrepreneur	Alumni Nominee	Member	
24.	Md Riyaz	Entrepreneur	Alumni Nominee	Member	
25.	P. Bhagvan Rao	Asst. Professor	Teaching Faculty	Supporting Staff	

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MEMBERS ATTENDED THE IQAC MEETING HELD
16 Nov 2023 (Thursday).

S.NO.	NAME	DEPARTMENT	SIGNATURE
1.	Dr. AFROZ MEHAR	Mech	
2.	Dr. K.M. Subramanian	CSE	
3.	K.S. Icamal Kumar	CSE	
4.	Dr Jethu kumar	CSE	
5.	Dr. M. Ravichandran	CSE	
6.	M. Yugandhar	H&S	
7.	Mrs Amtul fatima Alia	H & S	
8.	Mrs Sameera Sultana	H & S	
9.	Mrs. Sameera Begum	H & S	
10.	Rizwana Khatoon	CSE	
11.	Rukhsana Begum	H & S	
12.	M.A. Bari	H&S	
13.	Prumnath Gurde	H & S	
14.	Sadanandam	H & S	
15.	Anjum Farooq Nizami	H&S (PED)	
16.	Shaik Kalesha	H & S	
17.	MD. Jani	H & S	
18.	S Ashakiranmayi	H&S	
19.	Dr. NASEER KHAN	HOD/MECH	
20.	Raja Srikanth	Mech	
21.	G. Yadaiah	Mech	
22.	D. Dinesh yadav	Mech	
23.	Abdul Rahman	Mech	
24.	Shaik Ameer Hussain	civil	
25.	Md. Areemul Hussain	Civil	
26.	Dr. MD. Sirajuddin	C. I. T	
27.	Dr G Sridhar	CSE	
28.	Dr M Raju	CSE	
29.	Dr Md Waheeduddin	IT	
30.	Dr Md. Nizam	H&S	
31.	M.D. Mubeen	ECE	
32.	Md Mukarram Ali	ECE	
33.	MD. ABDUL HASEEB	ECE	
34.	H A Mateen Samad	ECE	
35.	RAVINDER NILAWAR	MECH	
36.	WASIM HUSSAIN	ECE	
37.	Md. MAKHDOOM M	MECH	
38.	Md Saad Afzal	ECE	

Signature Not Verified
Md Ateeq Ur Rahman
20.01.2025 11:32