

Minutes of the Meeting

A meeting of the internal quality assurance cell (IQAC), MLR Institute of Technology, Dundigal, Hyderabad was held at 10.30 am on 30/09/2022 in the principal's conference hall, AK block on the campus.

Members Present:

| S. No. | Name | Member Details |
|--------|------------------------------|--|
| 1. | Dr. K. Srinivas Rao | Principal & ex officio member |
| 2. | Prof. S. Srinath | External member, Director IQAC, University of Hyderabad |
| 3. | Mr. Shanthi Kumar | External member, Vice President, EPAM |
| 4. | Mr. Narender Reddy | External member, Industrialist, SVS Pipes |
| 5. | Prof. D. B. Ramachary | External member, Prof. of Chemistry, University of Hyderabad |
| 6. | Mr. Dwijesh | Student Nominee, Deptt. Of Aeronautical Engg. |
| 7. | Mr. Akhilesh | Alumni Nominee |
| 8. | Ms. Shreya Reddy | Member, Management |
| 9. | Dr. Radhika Devi | Director & Member Secretary, IQAC |
| 10. | Dr. M. S. N. Gupta | Member, Dept. of Aero |
| 11. | Mr. K Sai Prasad | Member, Dept. of AIML |
| 12. | Dr. E. Anupriya | Member, Dept. of CSE |
| 13. | Dr. P. Subhashini | Member, Dept. of CSE & IT |
| 14. | Dr. S V S Prasad | Member, Dept. of ECE |
| 15. | Dr. A. Sudhakar | Member, Dept. of EEE |
| 16. | Dr. N. V. Raja Shekhar Reddy | Member, Dept. of IT |
| 17. | Prof. M. Venkateswar Reddy | Member, Dept. of ME |
| 18. | Dr. M. V. Narasimha Rao | Member, Dept. of MBA |
| 19. | Dr. Ch. Achi Reddy | Member, Dept. of H&S |
| 20. | Prof. G. Prabhakara Reddy | Ex officio member, Controller of Examinations |
| 21. | Dr. Likha Chandran | Member, Dept. of H&S |
| 22. | Dr. Rajan Singh | Ex officio member, Associate Director, IQAC |

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| 23. | Dr. P. Pramod | Ex officio member, Associate Director, IQAC |
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At the onset of the meeting, Director IQAC introduced every member to the external members. The meeting started with the Chairman’s welcome to all members in the IQAC meeting. Following this, the chair briefed external members about the institute, recent developments in curriculum revision and introduction of innovative courses like IoT and 3-D printing for 21-22 batch onwards.

The Chair also mentioned important steps being taken by IQAC to meet the goals of quality education in accordance to the NEP-2020 guidelines. The Chair congratulate the Director, IQAC for arranging the present meeting which aims to take various inputs from academia and industry to identify the gaps, introduce new courses as per the demand to make the graduates more employable.

The director presented a report of the actions taken:

IQAC meetings held during 2021-22

1. 28-1-2022
2. 30-5-2022
3. 24-7-2022
4. 30-9-2022

Significant contributions made by IQAC during the year 2021-22

- Mandatory faculty induction program (FIP) for the newly recruited faculty.
- Re-initiation of the audit of course files across all branches and all years.
- Ensuring monthly feedback on teaching and learning from students and implementation of remedial measures.
- Faculty development programs on Bloom’s taxonomy, OBE, Framing effective questions.
- Initiation of TED (Teaching Evaluation and Development) talks in the departments.
- Initiation of quarterly performance review of departments.
- Stronger emphasis on student mentoring.

- IQAC-Department Interface Meetings.
- Green audit of the campus by Lee Shreyus Foundation.

Faculty Empowerment / Development programmes organized

| Programs | Title of the Program | No.of participants | Dates |
|---|---|--------------------|--|
| Faculty Induction Program for newly recruited faculty | All the recruited faculty were trained on six modules: 1. Effective teaching pedagogies. 2. Active learning strategies 3. OBE 4. Effective assessment techniques. 5. Framing rubrics. 6. Importance of R & D activities | 32 | 6 th -15 th Sept.2021 |
| | | 21 | 7 th -12 th Oct.2021 |
| | | 51 | 25 th Aprl-2 nd May 2022 |
| | | 41 | 11 th -17 th May 2022 |
| | | 25 | 26 th sep- 1 st Oct 2022 |
| Faculty Empowerment program | 1. Workshop on Machine Learning | 15 | 09/01/2021 to 10/01/2021 |
| | 2. SWOT-You version 2.0 | 76 | 1/8/2021 to 1/8/2021 |
| | 3. Life Cycle of startup | 50 | 1/23/2021 to 1/23/2021 |
| | 4. Entrepreneurs Journey | 23 | 1/23/2021 to 1/23/2021 |
| | 5. Introduction to Geographical Indication | 16 | 21.01.2021 to 21.01.2021 |
| | 6. Legal and IPFC | 32 | 3/12/2021 to 3/12/2021 |
| | 7. Startup Lab | 20 | 3/26/2021 to 3/26/2021 |
| | 8. "Startup Opportunities in Data Science" | 12 | 3/6/2021 to 3/6/2021 |
| | 9. Mentor Talk | 25 | 4/3/2021 to 4/3/2021 |
| | 10. IP Strategy for MSME, Startups and | 18 | 26.04.2021 to |

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| | Academic Institutions | | 26.04.2021 |
| | 11. IPR Innovation Ambassador | 30 | 03/04/2021-04/04/2021 |
| | 12. IPR for Academic Institutions | 24 | 4/26/2021 to 4/26/2021 |
| | 13. Machine Learning and deep learning for real time applications | 22 | 8/22/2022 to 9/2/2022 |
| | 14. Engineering Graphics using Auto CAD | 12 | 10/26/2022 to 11/31/2022 |
| | 15. Assessment - The Bridge Between Teaching and Learning | 45 | 18/6/2022 |
| | 16. Designing Course Outcomes and Outcomes-focused questions | 10 | 11/4/2022 |
| | 17. Preparing Learner's for 21 st Century | 9 | 12/16/2022 |
| Gender Equity Promotion Programs | Gender equality | 130 | |
| Sensitization to the constitutional obligations | Voter's day, Indian Constitution Day, | 167 | 11/26/2022 |
| Professional Ethics Programs | Human Values and Ethics - Positive Thinking | 145 | 28/03/2022 |

Value-added courses for imparting transferable and life skills offered to students:

| Name of the value-added courses offered | Duration of course (in hours) | No. of students who completed the course |
|--|-------------------------------|--|
| Finite Element Analysis of Composite Materials | 36 | 59 |
| 3D Modeling using SolidWorks | 39 | 57 |
| Bigdata Hadoop | 36 | 351 |
| Mobile Application and Development | 36 | 340 |

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| Big Data-beyond the hype | 30 | 125 |
| Internet of things | 30 | 133 |
| IoT using Audino and Raspberrypi | 30 | 162 |
| Analog & Digital IC Design Using CADENCE | 30 | 215 |
| English and its role in Competitive Exams | 30 | 278 |
| Value Education and Professional Ethics | 30 | 290 |
| Matlab Simulink | 36 | 84 |
| Creo Parametric 3.0 | 36 | 126 |

Activities towards building an inclusive environment

1. An online JAM session to students on “The Essence of Happy Living”
2. A Webinar on “Diversity in India - But a United Spirit”
3. A Webinar on “Communal Harmony - The need of the hour”

Guest lectures arranged:

1. “The Future of Cyber Security” by Mr.Akhilesh Kanduri, CEO Z9 Labs on 09-3-2021.
2. “Career Development in Data Science” by Mr.Nagarjuna Malladi , Business Unit Head, Tech Mahindra on 06-3-2021.
3. A guidance program on “Career Opportunities after B.Tech” by Mr.P.Ramesh, ACE Engineering academy, on 28-11-2022.
4. Management of Change, Innovation and Technology by Shanthikumar Chilumula, Director, Workforce Planning & Management at EPAM Systems on 30-9-2022.
5. Insight on the “Emerging Technologies” and inputs on “How to crack jobs with higher packages” by Mr. Naren Allam, Head of Engineering at Ikionz Studios on 19-11-2022.

Conferences Organized

1. The 5th International Conference on Advancements in Materials and Manufacturing 2022 (ICAAMM-2022) scheduled on 16-17th December 2022
2. The International Conference on Advanced Materials for Innovation and Sustainability organized by Department of Science and Humanities from February 18-19th, 2022
3. Organized AICTE-ISTE Sponsored Induction/Refresher program on “Python Programming for 5G communication” by Department of Electronics and Communication during 14 - 22nd February 2022
4. The 4th International Conference on Advancements in Materials and Manufacturing 2022 (ICAAMM-2022) was organized by Department of Aeronautical Engineering and Department of Mechanical Engineering from 27-28th August 2021

Projects Submitted and waiting approval

1. *To develop a machine to manufacture hybrid thermoplastic filaments. Composite Filaments that are not yet commercialized in India”*

Proposal was submitted to the Department of Science & Technology (DST) for financial support under Advanced Manufacturing Technologies (AMT) Programme

2. “Development of Composite Multilayer Thermal Barrier Coatings (TBCs) with Improved Thermal Properties for Aerospace Applications”
Under DRDO-CARS scheme

Publications

- i) Total no of papers published: 1116
- ii) Total Citations: 2912
- iii) Open Access: 273
- iv) Total no of papers published in 2022: 149
- v) h-index = 21
- vi) Citation in 2022:702

Funds received during F.Y. 2022-2023

DST-SERBSponsored research projects Dr KarthikRajendran - **Rs. 5, 67, 200/-** on 26/08/2022

Action taken report up on the minutes of IQAC meetings held in the year 2021-22

| AGENDA | ACTION TAKEN |
|---|--|
| Course file audit | To ensure quantum and quality of teaching/assignments/tutorials/miniprojects / question papers etc. Reinitiated the course file audit. Every month the course file audit is done across all departments and all years. |
| Examination Reforms | From time to time as per the guidelines issued by the JNTUH the question paper pattern is revised and awareness workshops are conducted for the faculty. |
| Monthly meetings of various committees | In order to ensure effective decentralization of administrative works monthly review of major committees are conducted and reviewed. |
| Proposal to initiate PBI - Performance Based Incentives | Shall be implemented from the calendar year 2023. |
| Department Audit | Initiated the quarterly department audit. Two audits completed for 2021-22. From 2023 year onwards quarterly audit for calendar year will be done. |
| AICTE schemes - submission of proposals | From each department two proposals are submitted to AICTE. Waiting for the approvals. |
| Curriculum revision | New subjects are introduced a. Basics of IT b. Elements of Artificial Intelligence c. Basics of Cyber Security |
| AQAR preparation | AQAR for the A.Y.2018-19,2019-20, 2020-21 are submitted. For the yr.2021-22, Dec 31 st is the target date. |
| Updating of ICT facilities | Each department is issued with a smart TV to conduct interactive sessions. The smart TV is in addition to the projectors in each class room. |
| Result analysis | The detailed result analysis for the semester 1&2 of all the four years is done and remedial actions initiated department wise. |

After the presentation of action taken report the meeting was continued with agenda points:

Agenda No.1

To consider the AQAR submitted for 2019-2020

All the points submitted in AQAR for 2019-20 were discussed.

Agenda No. 2

To discuss the existing systems and measures to bring quality in:

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| i. Curriculum Design and Development | vii. Infrastructure and Learning Resources |
| ii. Curriculum Enrichment | viii. Student Support system and their participation in activities |
| iii. Feedback System | ix. Faculty Empowerment Strategies |
| iv. Teaching-Learning Process | x. Institutional Values and Best Practices |
| v. Evaluation Process and Reforms | |
| vi. Research, Innovations and Extension activities | |

To address the above-mentioned points, Director, IQAC along with Head, CSE and Head Aero shared the following major steps and initiatives already practiced by the institute:

- a) introduction of value-added courses to the curriculum on a yearly basis.
 - b) various institute initiated ongoing different SERB projects funded by various departments of Government of India.
 - c) ongoing research incentive scheme worth up to rupees one lakh for faculty members regarding journal publications.
 - d) course audit focusing subject course-files audit on the parameters including Bloom's level taxonomy, real-time applications, and concept-oriented tutorials.
 - e) existing provision for seed money in the ration of 30 % by the students and 70 % by the institute.
- Both the experts expressed their satisfaction over the measures already taken the institute. They also told that syllabus revision should be done on actual audit points followed by necessary approval from board of governors/studies.
- Expert 2 (----) put his strong views in support of computer science and related branches as these disciplines are continuously penetrating in all other areas, specifically in the automation. The expert suggested following of best coding practices/principles, optimization of codes, training of faculty members, automation courses for all branches, development of foundation courses on cloud and other emerging fields. Expert 2 also promised to offer

human resource and on-site training for the faculty members, nominated by the institute, to fill the academic-industry gap.

- Experts suggested promotion of behavioural aspect of learning which aims communication beyond language specific in the field of development and testing. The experts emphasized early identification of these capabilities among students to learn and present themselves in a more effective manner. This will make students more employable.

Subsequently, Director, IQAC requested experts for their comments and suggestions on the following points:

- a) declining trend of new admissions in the core branches like mechanical and electrical engineering.
 - b) improvement of retention rate of the faculty members,
 - c) ways to improve delivery to the students from the already trained faculty members.
 - d) Resource persons for academic audit
- The experts also expressed their concern regarding the trend and also underlined a similar finding by a professor from IIT Delhi. Experts added that curriculum focused on research and projects, and measures like promotion and monetary benefits for research publications, providing seed money for faculty/student projects looks effective in the current scenario to address the prevailing challenges.
 - Expert suggested promotion of behavioural aspect of learning which aims communication beyond language specific in the field of development and testing. The experts emphasized early identification of these capabilities among students to learn and present themselves in a more effective manner. This will make students more employable.
 - Expert 1 suggested academic audit, once in a 1 or 2 years, should be completed by experts from outside. Expert 1 also assured help in getting resource persons for academic audit. In this regard, expert suggested IQAC to prepare a comprehensive report covering all the details for the experts.

Director, IQAC presented the details of 'Evaluation Process and Reforms' institute is practising and adopting. Referring 'Research Innovations / Consultancy' the best practices by the institute was explained by Director, IQAC. Further, Head CSE talked about challenges in getting the consultancy work and requested for the experts' suggestions. Director,

IQAC also asked about any help from JNTUH regarding research help in terms of resources. Following points were suggested by the experts:

- Projects should be emphasized and be made compulsory. The ecosystem should promote research and innovation to develop the culture of project-based learning.
- Digital transformation will be helpful across the different aspects of the institute, and can further help all stakeholders. Entire process of faculty / staff training to achieve these goals should be training-centric only. Referring sharing of research resources, expert also offered to help on request and after user charges.

Agenda No. 3

To review the SAR Proforma for faculty

In response to the associated agenda point put up by Director, IQAC, experts expressed following views:

- An institute has freedom about to follow their own set of rules for time-bound promotion and periodic increments, based on performance. And, stagnation should be avoided. Regarding the IQAC shall prepare the guidelines and get it approved by the management.
- To make the promotion/increments process equitable, institute can consider industry practices which includes badge collection enabled rating and subsequent promotion. Feedback from all points must be considered to gauge the performance of the faculty.

The Chair inquired about the software/coding training for faculty and any specific areas to focus for first year students. The experts suggested following points:

- Expert offered all possible assistance to provide training for the nominated faculty members, up ten, and duration of three months.
- Early identification of both niche areas as on today and key qualities, followed by subsequent development and mastering the skills.

Chair asked about any other points to be consider for discussion, and asked experts for their comments, if any. In response experts suggested to conduct motivation lectures focusing human values, ethics, and entrepreneurs.

Subsequently, director, IQAC assured experts towards compliance of all points discussed put the following agenda points to be considered for the next IQAC meeting. The meeting was concluded after the vote of thanks by the Director IQAC.

(Dr. K. Srinivas Rao)
Chairman, & Principal

(Dr. Radhika Devi)
Director, IQAC

Members Present

| S. No. | Name | Member Details | Signature |
|--------|-----------------------|--|-----------|
| 1. | Dr. K. Srinivas Rao | Principal & ex officio member | |
| 2. | Prof. S. Srinath | External member, Director IQAC, University of Hyderabad | |
| 3. | Mr. Shanthi Kumar | External member, Vice President, EPAM | |
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| 22. | Dr. P. Pramod | Ex officio member, Associate Director, IQAC | |
| 23. | Dr. Radhika Devi | Director & Member Secretary, IQAC | |