



# TRINITY COLLEGE OF ENGINEERING AND TECHNOLOGY

(Approved by AICTE & Affiliated to JNTU Hyderabad)

PEDDAPALLY-505172, Dist. Peddapalli. (T.S)

Ph: 08728-224347, Fax: 08728-223959, Mobile No. 8522954369, E-mail: officetcek@gmail.com

DATE: 23.07.2021

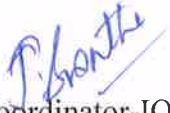
## CIRCULAR

All the Internal Quality Assurance Cell (IQAC) members are hereby requested to attend meeting on 27.07.2021 at 3:00 PM in IQAC Cell.

### AGENDA:

To discuss about

1. Review of previous IQAC meeting .
2. Registration of HEI
3. Academic activities for academic year 2021-22
4. Organization of Eco-fete
5. Functional MOUs
6. Changing the IQAC co coordinator


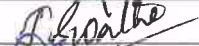






  
(Coordinator-IQAC)

  
(Principal & Chairperson-IQAC)

**PRINCIPAL**

Trinity College of Engineering and Technology  
Peddapalli-505172 T.S

IQAC Members:

S.No	Name	Designation	Designation in committee	Signature
1	DR.M GANESH	Principal	Chairperson	
2	J.SWATHI	CSE	Coordinator	
3	A.SURESH	Administrative Office	Member	
4	DR NATARAJAN	HOD EEE	Member	
5	SWATHI	HOD CSE	Member	
6	PRABHAKAR	HOD ECE	Member	
7	DR A F ARAFATH	HOD MBA	Member	
8	SAI SHRAVANI	Alumni	Member	



## MINUTES OF MEETING

All the Internal Quality Assurance Cell(IQAC) members had assembled in IQAC Cell on 27.07.2021 at 3PM to discuss the points mentioned in the agenda.

1. Review of previous IQAC meeting
2. Registration of HEI
3. Academic activities for the academic year 2021-22
4. Organization of Eco-fete
5. Functional MOUs

The following points were discussed during the meeting and the minutes were rerecorded as below.

### 1. Review of previous IQAC

Principal Dr.M.Ganesh and J.Swathi, IQAC coordinator suggested criterion in- charges and faculty members to speed up the documentation backup required for NAAC SSR. Principal assured to provide necessary support to the staff regarding any practical issues raised during SSR documentation.

### 2. Registration of HEI

IQAC team discussed with the principal regarding the documents and data required for the registration of HEI.

### 3. Academic activities for academic year 2021-22

Principal Dr.M.Ganesh and J.Swathi, IQAC coordinator guided the staff to submit the micro result analysis, course files, attendance registers. NSS unit was suggested to organize various outreach programs, awareness programs. Faculty was suggested to encourage for field trips, industrial tours and to participate in various curricular and co-curricular activities organized by the college and other institutions.


### 4. Organization of Eco-fete

Principal Dr.M.Ganesh suggested eco-fete coordinator J.Swathi to include the concept of "Joy of Giving" in Eco-fete event to be conducted in the month of July to inculcate the habit of giving among staff and students.

### 5. Functional MOUs

Principal Dr.M.Ganesh and J.Swathi, IQAC coordinator suggested To organize programs in collaboration with the industries and institutions with MOU's under signed with the institution.

  
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## IQAC Members:

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2	J.SWATHI	CSE	Coordinator	
3	A.SURESH	Administrative Office	Member	
4	DR NATARAJAN	HOD EEE	Member	
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6	PRABHAKAR	HOD ECE	Member	
7	DR ARIF ARAFATH	HOD MBA	Member	
8	SAI SHRAVANI	Alumni	Member	

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DATE : 21.01.2022

## CIRCULAR

All the Internal Quality Assurance Cell (IQAC) members are hereby requested to attend meeting on 25.01.2022 at 3:00 PM in IQAC Cell.

AGENDA: To discuss about



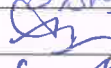

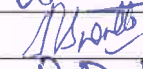
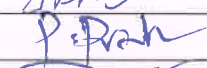
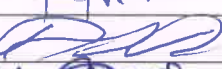

1. Action plan on NAAC accreditation process
2. Academic activities for academic year
3. Review of academic result and action plan for improvement
4. Establish MOUs with reputed institutions and industries

  
(Coordinator-IQAC)

  
(Principal & Chairperson-IQAC)

IQAC Members:

  
PRINCIPAL

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## MINUTES OF MEETING

All the Internal Quality Assurance Cell (IQAC) members are assembled in IQAC Cell on 25<sup>th</sup> January 2022 at 3PM to discuss the points mentioned in the agenda.

1. Action plan on NAAC accreditation process
2. Academic activities for this year
3. Review of academic result and action plan for improvement
4. Establish MOUs with reputed institutions and industries

The following points were discussed during the meeting and the minutes were recorded as below.

### 1. Action plan on NAAC accreditation process

Principal Dr.M.Ganesh and J.Swathi. [QAC coordinator spoke with criterion in charges for NAAC are collecting the data for NAAC from the various departments..After compilation of data, analysis will be done. The criterion wise scope of improvement will be then forwarded to the respective department for further necessary action

### 2. Academic activities for this year

Faculty has presented their plan for this academic year which was prepared by the head of various functional committees under them.

### 3. Review of Academic Result and Action plan for improvement:

Principal Dr.M.Ganesh and J.Swathi. IQAC coordinator reviewed the result released by the JNT university and provided suggestion to improve the upcoming results.

### 4. Establish MOUs with reputed institutions and industries

IQAC suggested the senior faculty members and HODs with reputed institutions and industries and converting them to functional MOUs.

  
(Coordinator-IQAC)

  
(Principal & Chairperson-IQAC)

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DATE : 21.07.2022

## CIRCULAR

All the Internal Quality Assurance Cell (IQAC) members are hereby requested to attend meeting on 25.07.2022 at 3:00 PM in IQAC Cell.

**AGENDA:** To discuss about

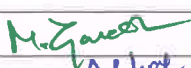
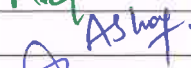
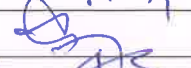

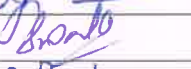
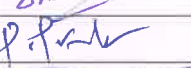


1. Welcoming new members of IQAC
2. Review of previous IQAC meeting
3. Action plan on NAAC accreditation process
4. Academic activities for academic year 2022-23
5. Organization of Alumni meets
6. Establish MOUs with reputed institutions and industries

  
(Coordinator-IQAC)

  
(Principal & Chairperson-IQAC)

IQAC Members:

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6	PRABHAKAR	HOD ECE	Member	
7	DR ARIF ARAFATH	HOD MBA	Member	
8	SAI SHRAVANI	Alumni	Member	



## MINUTES OF MEETING

All the Internal Quality Assurance Cell (IQAC) members are assembled in IQAC Cell on 25<sup>th</sup> July 2022 at 3PM to discuss the points mentioned in the agenda.

1. Welcoming members of IQAC
2. Review of previous IQAC meeting
3. Action plan on NAAC accreditation process
4. Academic activities for academic year 2022-23
5. Organization of Alumni meets
7. Establish MOUs with reputed institutions and industries

The following points were discussed during the meeting and the minutes were recorded as below.

### 1. Welcoming members of IQAC

IQAC Coordinator welcomed members to IQAC and assigned them various responsibilities.

### 2. Review of previous IQAC meeting

IQAC coordinator was satisfied with the completion of tasks from previous meeting.

### 3. Action plan on NAAC accreditation process

IQAC team enquired the criterion in-charges about the progress of criteria works and corrections were informed to the respective in-charges.

### 4. Academic activities for academic year 2022-23

Team IQAC discussed about the commencement of various academic activities, organized conferences, seminars, guest lectures, and workshops and also reviewed the conduction of examinations, preparation of course files and results evaluation.

### 5. Organization of Alumni meets

Principal discussed with alumni committee members to collect the details of distinguished alumni and periodically organize conduct alumni meets periodically either in online or offline mode.

### 6. Establish MOUs with reputed institutions and industries

Principal Dr. M. Ganesh, IQAC coordinator suggested the senior faculty members and HOD's with reputed institutions and industries and collaborate with them by organizing various activities

  
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Date: 30.01.2023

## CIRCULAR

All the Internal Quality Assurance Cell (IQAC) members are hereby requested to attend meeting on 01.02.2023 at 3:00 PM in IQAC Cell.

**AGENDA:** To discuss about




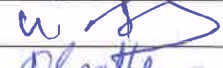
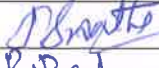
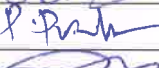


1. Review of previous IQAC meeting.
2. Action plan on NAAC accreditation process
3. Academic activities for this academic year.
4. NSS Activities.

  
(Coordinator-IQAC)

  
(Principal & Chairperson-IQAC)

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7	DR ARIF ARAFATH	HOD MBA	Member	
8	SAI SHRAVANI	Alumni	Member	



## MINUTES OF MEETING

All the Internal Quality Assurance Cell(IQAC)members are assembled in IQAC Cell on 01.02.2023 at 3PM to discuss the points mentioned in the agenda.

1. Review of previous IQAC meeting.
2. Action plan on NAAC accreditation process
3. Academic activities for this academic year
4. NSS activities.

The following points were discussed during the meeting and the minutes were recorded as below.

### 1. Review of previous IQAC meeting

Dr.M.Ganesh, IQAC coordinator was satisfied with the completion of tasks from previous meeting.

### 2. Action plan on NAAC accreditation process

Dr.M.Ganesh discussed with the criterion in-charges regarding their plan of work, their respective documentation. Corrections were also suggested and were needed to be rectified.

### 3. Academic activities for academic year

Principal and IQAC Coordinator provided necessary inputs to the faculty regarding final year students mainly on GPAT mock tests, career guidance programs, project reviews, placements.

4. NSS Activities: NSS co Ordinator discussed the activities organized by NSS unit.

*Ashray*

(Coordinator-IQAC)

*M. Ganesh*

(Principal & Chairperson-IQAC)

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3	A.SURESH	Administrative Office	Member	A. Suresh
4	DR NATARAJAN	HOD EEE	Member	Natarajan
5	SWATHI	HOD CSE	Member	Swathi
6	PRABHAKAR	HOD ECE	Member	P. Prabhakar
7	DR ARIF ARAFATH	HOD MBA	Member	Arif Arafath
8	SAI SHRAVANI	Alumni	Member	Sai Shravani

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M. Ganesh