



**MARRI LAXMAN REDDY**  
**INSTITUTE OF TECHNOLOGY AND MANAGEMENT**  
(AN AUTONOMOUS INSTITUTION)  
(Approved by AICTE, New Delhi & Affiliated to JNTUH, Hyderabad)  
Accredited by NAAC with 'A' Grade & Recognized Under Section 2(f) & 12(B) of the UGC act, 1956

Date: 18/05/2021.

From  
Dr G. Surya Prakash Rao,  
Professor & HoD, MECH.

**CIRCULAR**

All members of the Program Assessment and Quality Improvement Committee (PAQIC) of the department are requested to attend a meeting on May 20, 2021, at 2:00 PM in the Department Board Room to discuss the following agenda.

**Agenda:**

- Review of MID-I Examination Marks for B.Tech II-Year, II-Semester Students and Slow Learners
- Review of Feedback Analysis for the B.Tech I-year, II-Semester Program
- Review of Faculty Publications, Conferences, and Other Research Activities
- Any other item, with permission of the chair.

**PAQIC Members of the Department:**

S.No	Staff Name & Designation	Status in PAQIC
1	Dr G. Surya Prakash Rao, Professor & HOD, MECH	Chairman
2	Dr. S.P. Jani, Associate Professor, MECH	Coordinator
3	Dr. D. Venkateswarlu, Associate Professor, MECH	Member
4	Dr. P. Nageswararao, Associate Professor, MECH	Member
5	Mr. U. Sudhakar, Associate Professor, MECH	Member
6	Mrs. K. Sravanthi, Asst. Professor, MECH	Member

*G. S. Prakash*

HoD, Dept. of MECH

Head of the Department  
Mechanical Engineering  
**MARRI LAXMAN REDDY**  
Institute of Technology & Management  
Dundigal, Hyd-43, Medchal -Malkajgiri Dist.

Copy To: Principal/Director/All PAQIC Members



Date: 21/05/2021.

**MINUTES OF PROGRAM ASSESSMENT AND QUALITY**  
**IMPROVEMENT COMMITTEE (PAQIC) MEETING**

Venue: Department Board Room

Date: 20/05/2021

Time: 2:00 PM

**Agenda:**

- Review of MID-I Examination Marks for B.Tech II-Year, II-Semester Students and Slow Learners
- Review of Feedback Analysis for the B.Tech I-year, II-Semester Program
- Review of Faculty Publications, Conferences, and Other Research Activities
- Any other item, with permission of the chair.

The Chairman of the Committee and the Head of the Department invited the members to the PAQIC meeting. The meeting commenced at 3:00 PM, and the agenda was discussed in detail.

- ❖ The Committee members reviewed the Internal Assessment-I marks for B.Tech II/II, students, verified the classification of slow learners, and recommended appropriate activities to help them improve.
- ❖ The committee members reviewed the feedback analysis of the I-B.Tech program and provided recommendations for faculty who received lower positive feedback to enhance their teaching effectiveness.
- ❖ The committee members evaluated the faculty's publications and conference contributions and noted significant improvement.
- ❖ The committee members concluded that a meeting should be scheduled if necessary to discuss any priority assessments.



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The PAQIC meeting concluded with a vote of thanks from the chair at 4:00 PM.

S.No	Staff Name & Designation	Status in PAQIC
1	Dr G. Surya Prakash Rao, Professor & HOD, MECH	Chairman <i>SP</i>
2	Dr. S.P. Jani, Associate Professor, MECH	Coordinator <i>S.P. Jani</i>
3	Dr. D. Venkateswarlu, Associate Professor, MECH	Member <i>D.V.R</i>
4	Dr. P. Nageswararao, Associate Professor, MECH	Member <i>P.N.R</i>
5	Mr. U. Sudhakar, Associate Professor, MECH	Member <i>U.S</i>
6	Mrs. K. Sravanthi, Asst. Professor, MECH	Member <i>K.Sravanthi</i>

*G. Surya Prakash*

(Dr G. Surya Prakash Rao)

Chair of PAQIC, Professor & HoD of MECH  
Head of the Department  
Mechanical Engineering  
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Institute of Technology & Management  
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