



Date: 13/12/2021

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 December 14, 2021, at 2:00 PM in the Department Board Room to discuss the following agenda.

**Agenda:**

- Review of MID-I Examination Marks for II-B.Tech Students and Slow Learners
- Review of Result Analysis for B.Tech II/II and M.Tech I/II, II/II
- Evaluation of Placement Outcomes
- Discuss on laboratory facilities and laboratory resources
- 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. Surya 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



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**INSTITUTE OF TECHNOLOGY AND MANAGEMENT**

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Accredited by NAAC with 'A' Grade & Recognized Under Section 2(f) & 12(B) of the UGC act, 1956

Date: 15/12/2021.

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

Venue: Department Board Room

Date: 14/12/2021

Time: 2:00 PM

**Agenda:**

- Review of MID-I Examination Marks for II-B.Tech Students and Slow Learners
- Review of Result Analysis for B.Tech II/II and M.Tech I/II, II/II
- Evaluation of Placement Outcomes
- Discuss on laboratory facilities and laboratory resources
- 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 2:00 PM, and the agenda was discussed in detail.

- ❖ The Committee members reviewed the Internal Assessment-I marks for B.Tech II/I students, verified the classification of slow learners, and recommended appropriate activities to help them improve.
- ❖ The committee members reviewed the result analysis of B. Tech II/II and M. Tech I/II, II/II and recommended conducting remedial classes for students who failed.
- ❖ The committee members reviewed the placement statistics and analyzed the gap between academic learning and industry expectations.
- ❖ The committee evaluated the laboratory facilities and resources based on computing infrastructure and hardware availability, software and tools accessibility, alignment with the curriculum, internet speed and connectivity, laboratory safety, faculty and technical support, budget allocation and resource optimization, and continuous monitoring.



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- ❖ The committee members concluded that a meeting should be scheduled if necessary to discuss any priority assessments.

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

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1	Dr G. Surya Prakash Rao, Professor & HOD, MECH	Chairman <i>S.P.</i>
2	Dr. S.P. Jani, Associate Professor, MECH	Coordinator <i>S.P.</i>
3	Dr. D. Venkateswarlu, Associate Professor, MECH	Member <i>D.V.</i>
4	Dr. P. Nageswararao, Associate Professor, MECH	Member <i>P.N.</i>
5	Mr. U. Sudhakar, Associate Professor, MECH	Member <i>U.S.</i>
6	Mrs. K. Sravanthi, Asst. Professor, MECH	Member <i>K.S.</i>

(Dr G. Surya Prakash Rao)

Chair of PAQIC, Professor & HoD of MECH

Head of the Department

Mechanical Engineering

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