



MARRI LAXMAN REDDY
INSTITUTE OF TECHNOLOGY AND MANAGEMENT
(AN AUTONOMOUS INSTITUTION)
(Approved by AICTE, New Delhi & Affiliated to JNTUH, Hyderabad)
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DEPARTMENT OF MECHANICAL ENGINEERING

27.02.2023

CIRCULAR

All members of the Program Assessment and Quality Improvement Committee (PAQIC) of the department are requested to attend a meeting on 03.03.2023 at 2:00 pm in the department board room to discuss the following agenda.

Agenda:

1. Review of feedback of on course outcomes
2. Review on effectiveness of program in previous semester
3. Discussions on curricular gaps and its addressing
4. Teaching-Learning Process
5. Any Other Item with the 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

HOD

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

Copy to:

- Principal/ Director
- Dean IQAC
- Department Faculty Members



DEPARTMENT OF MECHANICAL ENGINEERING

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

Venue: Mechanical Department Board Room

Date: 27.02.2023

Time: 2:00pm

Agenda:

1. Review on Midterm examinations
2. Finalizing the schedule of Remedial class
3. Review of Feedback of parents
4. Students summer internships in summer vocation
5. Student admissions improvement
6. Student placement
7. Any Other Item with the Permission of the Chair

The Chairman of the Committee and Head of the Department welcomed all the members to the PAQIC meeting, which commenced at 2:00 pm. The agenda items were discussed in detail as follows:

1 Review of Feedback on Course Outcomes

- Feedback from students and faculty regarding Course Outcomes (COs) was reviewed.
- It was observed that certain courses need better alignment with expected learning outcomes.
- Faculty members were advised to integrate more practical applications and real-world examples into their teaching to enhance CO attainment.
- The importance of continuous assessment and active learning techniques was emphasized to ensure effective CO achievement.

2 Review on Effectiveness of the Program in the Previous Semester

- The overall program effectiveness was analyzed based on academic performance, student feedback, and faculty observations.
- It was noted that student engagement in technical activities and industry exposure should be improved.
- Steps were discussed to enhance interdisciplinary learning and collaboration with industries.
- The faculty was encouraged to incorporate more case studies and project-based learning methodologies to enhance program effectiveness.

3 Discussions on Curricular Gaps and Their Addressing

- Gaps identified in the curriculum were discussed, focusing on areas requiring additional skill-based training.
- It was proposed to introduce value-added courses and workshops to bridge these gaps.
- Plans were made to collaborate with industry experts to offer specialized training sessions.
- The necessity of periodic curriculum review meetings was emphasized to keep the syllabus updated with industry trends.

4 Teaching-Learning Process

- Faculty members discussed innovative teaching-learning methodologies to improve student engagement.
- The importance of interactive teaching tools, e-learning resources, and flipped classroom techniques was highlighted.
- A plan was made to increase faculty participation in faculty development programs (FDPs) and training sessions.
- It was decided to introduce peer teaching, mentoring programs, and personalized learning approaches to cater to diverse learning needs.

5 Any Other Item with the Permission of the Chair

- The need for improving research culture within the department was discussed. Faculty members were encouraged to publish research papers and apply for funded projects.

Members Present:

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>J.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>