

A.M. REDDY MEMORIAL COLLEGE OF ENGINEERING AND TECHNOLOGY

(Autonomous)

Approved by AICTE New Delhi, Permanently Affiliated to JNTU - Kakinada, Accredited by NAAC

Recognized by UGC 2(f), An ISO Certified 9001:2015

Vinukonda Road, Petturivaripalem, Narasaraopet, Palnadu District, Andhra Pradesh - 522 601.



REQUEST LETTER TO PRINCIPAL

Date: 22-08-2025

Ref: IQAC/AMRM/2025-26/Meeting/01

To

The Principal A.M. Reddy Memorial College of Engineering and Technology
Narasaraopet, Andhra Pradesh

**Subject: Request for Permission to Conduct IQAC Meeting for Strategic Planning-
A.Y. 2025-26**

Respected Sir, Greetings.

The Internal Quality Assurance Cell (IQAC) proposes to conduct a strategic planning meeting for the academic year **2025-26**, with a primary focus on achieving NBA Accreditation across eligible departments. The meeting will also review academic, administrative, and quality enhancement initiatives aligned with autonomous governance and NEP 2020 implementation.

The proposed agenda includes:

- NBA Accreditation & Quality Assurance
- Review of SAR documentation and compliance status
- Approval of PO/PSO attainment targets and articulation matrix
- Formation of Department Accreditation Committees and NBA Task Force
- Finalization of NBA mock audit schedule and internal peer review teams
- CO-PO-PSO mapping and attainment analysis reports
- Budget allocation and resource mobilization for NBA readiness
- Academic & Curricular Aspects
- Ratification of AMR25 curriculum updates aligned with NEP 2020
- Approval of syllabus and lab coverage reports
- Faculty recruitment and ratification
- Endorsement of add-on courses, workshops, FDPs, and industrial visits
- Finalization of academic calendar and course file completion timeline

Teaching-Learning Process

- Review of student feedback and mentor-mentee system
- Pedagogical innovations and ICT-enabled teaching practices
- Identification and support strategies for advanced and slow learners
- Faculty certifications (NPTEL, Coursera, SWAYAM) and teaching quality audits

Budget & Finance

- Approval of departmental budgets for 2025–26
- Allocation of NBA-specific funding for labs, classrooms, and documentation
- Review of TA/DA, library, sports, and welfare policies
- Scholarships and awards for meritorious students

Accreditation & Approvals

- Review of AICTE/JNTUK/SBTET approvals
- Approval of new courses and intake revisions
- NAAC/NBA documentation, ISO, NIRF, and AQAR submission status

Research & Development

- Faculty PhD registrations and funded project updates
- Review of MOUs, consultancy projects, and IPR filings
- Approval of Research & Resource Centre expansion
- Incentives for publications, patents, and innovation

Placements & Training

- Approval of year-wise training and placement plans
- Industry collaborations and internship programs
- College branding and certification initiatives

Examinations & Evaluation Reforms

- Review of autonomous examination cell operations
- Result analysis and moderation policies
- Implementation of NEP 2020 and CBCS electives
- Approval of grading policies and academic audit mechanisms

IQAC Resolutions

- Review of IQAC MOMs and strategic enhancement plans

- Approval of academic and administrative audit schedules
- Organizational restructuring for quality assurance

HR Policies & Welfare

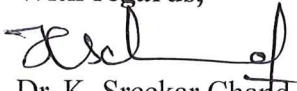
- Review and approval of faculty code of conduct and welfare policies
- Staff development initiatives and appraisal mechanisms
- Recognition and incentives for best-performing faculty

Any Other Matters

- Alumni engagement and fundraising initiatives
- Faculty exchange programs and global academic collaborations
- Digital transformation and ERP integration for governance

We kindly request your approval to conduct this meeting and circulate the agenda to all departments for active participation and strategic input.

With regards,



Dr. K. Sreekar Chand

IQAC Coordinator

Head, Department of Civil Engineering

A.M. Reddy Memorial College of Engineering and Technology

Office of the Principal

CIRCULAR

Date: 23-08-2025

Ref: AMRM/PRIN/IQAC/2025-26/01

Subject: IQAC Meeting for Strategic Planning - A.Y. 2025-26

All Heads of Departments, IQAC Members, and Committee Coordinators,

This is to inform you that the Internal Quality Assurance Cell (IQAC) will be conducting a strategic planning meeting on **24-08-2025 at 2:00 PM** in the **IQAC Conference Hall**.

The primary agenda of the meeting is to initiate and monitor preparations for NBA Accreditation during the academic year 2025-26. The meeting will also review academic, administrative, and quality enhancement initiatives aligned with autonomous governance and NEP 2020 implementation.

Key Agenda Points:

- NBA Accreditation roadmap, SAR documentation, and mock audit planning
- PO/PSO attainment targets and CO-PO-PSO mapping review
- AMR25 curriculum ratification and academic calendar finalization
- Teaching-learning innovations and ICT integration
- Departmental budgets, infrastructure upgrades, and audit schedules
- Faculty development, appraisal timelines, and publication incentives
- Research, consultancy, and IPR initiatives
- Placement training plans and industry collaborations
- Autonomous examination reforms and NEP-CBCS implementation
- IQAC documentation, MOM review, and strategic restructuring
- Staff welfare policies and digital transformation initiatives

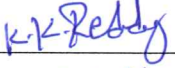
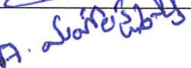
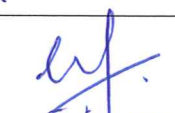
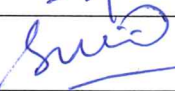
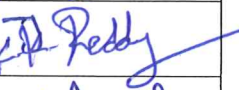
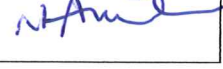
All concerned members are requested to attend the meeting without fail and come prepared with relevant departmental data, compliance files, and strategic inputs.

Dr. Ch. Malikarjuna
Principal

A.M. Reddy Memorial College of Engineering and Technology

PRINCIPAL
A.M. REDDY MEMORIAL COLLEGE OF
ENGINEERING & TECHNOLOGY
(AUTONOMOUS)
PETLURIVARIPALEM,
NARASARAOPET (MD), PALNADU DISTRICT - 522 601

MEMBERS ATTENDED

SL.NO	NAME	DESIGNATION	POSITION	SIGNATURE
1	Dr.Ch.Mallikarjuna	Principal	Chairperson	
2	Dr. K. Sreekar Chand	HOD of CE	Coordinator of IQAC	
3	Mr. P. Surya Ganesh	HOD of ECE	Add. Coordinator of IQAC	
4	Mr.M.P.Nagur	TPO	Placement officer	
5	Dr. K. Krishna Reddy	HOD of EEE	Member	
6	Dr.M.Anand Kumar	HOD of CSE	Member	
7	Mr.B.Chinna Babu	HOD of AGE	Member	
8	Dr. G. Bhaskar Reddy	HOD of S&H/	Vice-Principal	
9	Mr.K.Vijay	HOD of ME	Member	
10	Sri. A. Mahalakshamma	Jt. Secretary	One from Management	
11	Mr. Srirami Reddy Cherreddy	Manager-Deloitte	One Nominees from Industrialist	
12	Mr. P. Sudheer Kumar	Member	Alumni Co-ordinator	
13	Dr. K. Krishna Reddy	Member	NSS Co-ordinator	
14	Mr. N. Anjaneyulu	Member	Exam-Cell Chief	

Agenda-wise Proceedings and Resolutions

1. Review of Previous IQAC MOM

- The Action Taken Report of the IQAC Meeting held in 2024-25 was reviewed and unanimously approved.

2. NBA Accreditation & Quality Assurance

- IQAC reaffirmed the institutional goal of securing NBA Accreditation during 2025-26.

- SAR documentation progress was reviewed; departments instructed to finalize by November 2025.
- PO/PSO attainment targets and articulation matrix were approved.
- Department Accreditation Committees and NBA Task Force were activated.
- NBA mock audit schedule and internal peer review teams were finalized.
- Resolution: All departments to submit CO-PO-PSO mapping and attainment analysis reports by October 2025.

3. Academic & Curricular Planning

- AMR24 curriculum updates aligned with NEP 2020 and NBA standards were ratified.
- Syllabus and lab coverage reports were accepted.
- Faculty recruitment and ratification were endorsed.
- Add-on courses, workshops, FDPs, and industrial visits were approved.
- Academic calendar and course file completion timelines were finalized.

4. Teaching-Learning Enhancements

- Student feedback and mentor-mentee system were reviewed and found satisfactory.
- IQAC pedagogical methods and ICT-enabled teaching practices were endorsed.
- Identification and support mechanisms for advanced and slow learners were approved.
- Faculty certifications (NPTEL, Coursera, SWAYAM) were encouraged.

5. Quality Audits & Documentation

- Academic and administrative audit schedules were finalized.
- Internal audit components (course files, lab files, personal files, placement files) were reviewed.
- IQAC documentation templates for NBA and NAAC were standardized.

6. Faculty Development & Recognition

- Faculty appraisal submission deadline set as 31st May 2026.
- Minimum 3 publications/year in Scopus/SCI/UGC journals mandated.
- Management support for FDPs and publications reaffirmed.
- ₹5000 cash award for best teachers scoring above 110/150 approved.

7. Research & Innovation

- Faculty PhD registrations and funded projects were encouraged.

- MOUs, consultancy, and IPR filings were reviewed.
- Proposal for Research & Resource Centre expansion was endorsed.

8. Placements & Industry Linkage

- Year-wise training plans and placement strategies were reviewed.
- GRE, CRT, GATE, and personality development programs were endorsed.
- Visiting, adjunct, and emeritus faculty engagement was encouraged.

9. Examinations & Evaluation Reforms

- Autonomous examination cell operations were reviewed.
- Result analysis and moderation policies were ratified.
- NEP 2020 and CBCS electives were approved.
- Grading policies and academic audit mechanisms were endorsed.

10. IQAC Resolutions

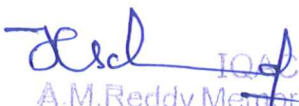
- IQAC MOMs and strategic enhancement plans were reviewed.
- Organizational restructuring for quality assurance was approved.

11. Institutional Welfare & Governance

- Code of conduct and welfare policies were reviewed.
- Staff development initiatives and ERP integration were endorsed.
- Alumni engagement and digital transformation initiatives were discussed.

Conclusion

The meeting concluded with a vote of thanks by the IQAC Coordinator. All departments were instructed to prioritize NBA documentation and submit progress reports in the next IQAC review meeting.

Sd/ Dr. K. Sreekar Chand IQAC Coordinator	 A.M.Reddy Memorial College Engineering and Technology
Sd/- Dr. Ch. Mallikarjuna Principal & Chairperson, IQAC	 PRINCIPAL A.M. REDDY MEMORIAL COLLEGE OF ENGINEERING & TECHNOLOGY (AUTONOMOUS) PETLURIVARIPALEM, NARASARAOPET (MD), PALNADU (DT) - 522601