

Annual Quality Assurance Report (AQAR) of the IQAC
(For Autonomous Colleges)
Part – A

Data of the Institution

(data may be captured from IIQA)

1. Name of the Institution: Malla Reddy College of Engineering and Technology

- Name of the Head of the institution: **Dr VSK Reddy**
- Designation: **Principal**
- Does the institution function from own campus: **YES**
- Phone no./Alternate phone no.: **040-23792146**
- Mobile no.: **9133555162**
- Registered Email: mrcet2004@gmail.com
- Alternate Email: mrcet2004@rediffmail.com
- Address : **Maisammaguda, Dhulapally, Kompally, Secunderabad
500100**
- City/Town : **Hyderabad**
- State/UT : **Telangana**
- Pin Code : **500100**

2. Institutional status:

- Autonomous Status (*provide the date of Conformant of Autonomous Status*):
29-04-2015
- Type of Institution: Co-education/Men/Women: **Co-education**
- Location : Rural/Semi-urban/Urban: **Urban**
- Financial Status: Grants-in aid/ UGC 2f and 12 (B)/
Self financing: (please specify) **Self-financing**

- Name of the IQAC Co-ordinator/Director: **Dr S Srinivasa Rao**
- Phone no. /Alternate phone no.: **040-23035641**
- Mobile: **9346648391**
- IQAC e-mail address: mrctiqac@gmail.com
- Alternate Email address: ssrao.atri@gmail.com

3. Website address:

Web-link of the AQAR: (Previous Academic Year):
https://mrcet.com/AQAR_Report_2015-16.html

4. Whether Academic Calendar prepared during the year? Yes/No: **YES**
 , if yes, whether it is uploaded in the Institutional website:

Weblink: <https://mrcet.com/AcademicCalendar.html>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1 st	A	3.2	5-5-2014	from:5/5/2014 to:31/12/2020

6. Date of Establishment of IQAC: DD/MM/YYYY: **27/11/2015**

7. Internal Quality Assurance System

7.1 Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & duration	Number of Participants / beneficiaries
IQAC Meeting	11 August, 2016; 1 Day	22
IQAC Meeting	05 December, 2016; 1 Day	23
NBA Preparatory Meeting	10 June, 2016; 1 Day	225
NBA Meeting	16 July, 2016; 1 Day	45
NBA Mock Inspection	05 August, 2016; 1 Day	42
NBA Mock Inspection	06 August, 2016; 1 Day	48
ISO Meeting	28 January, 2017; 1 Day	16
Academic Audit-ECE	03 May, 2017; 1 Day	50
Academic Audit-CSE	04 May, 2017; 1 Day	54
Academic Audit-IT	05 May, 2017; 1 Day	38

Academic Audit-MECH	06 May, 2017; 1 Day	31
Academic Audit-ANE	08 May, 2017; 1 Day	18
Academic Audit-H&S	09 May, 2017; 1 Day	29
Academic Audit-MBA	10 May, 2017; 1 Day	28
Academic Audit-Library	11 May, 2017; 1 Day	09
Academic Audit-Sports	12 May, 2017; 1 Day	04
Academic Audit-Admin	15 May, 2017; 1 Day	11

Note: Some Quality Assurance initiatives of the institution are:

(Indicative list)

- Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback from all stakeholders collected, analysed and used for improvements
- Academic Administrative Audit (AAA) conducted and its follow up action
- Participation in NIRF
- ISO Certification
- NBA etc.
- Any other Quality Audit

8. Provide the list of Special Status conferred by Central/ State Government- UGC / CSIR / DST / DBT / ICMR / TEQIP /World Bank /CPE of UGC etc.

Institution/ Department/ Faculty	Scheme	Funding agency	Year of award with duration	Amount
MRCET	2f & 12B	UGC	09-09-2014	Not Applicable
MRCET	Autonomous Status	UGC	29-04-2015; 6 years	Not Applicable
MRCET	Business Incubation Centre	MSME, New Delhi	26-03-2015	43,50,000/-

9. Whether composition of IQAC as per latest NAAC guidelines: Yes/No: YES

*upload latest notification of formation of IQAC

10. No. of IQAC meetings held during the year: 2

The minutes of IQAC meeting and compliance to the decisions have been uploaded on the institutional website.....Yes/No: **YES**

(Please upload, minutes of meetings and action taken report)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year? Yes No : NO

If yes, mention the amount:

Year:

12. Significant contributions made by IQAC during the current year (maximum five bullets)

***Business Incubation Centre, Sponsored by MSME, Govt. Of India**

*** NBA Accreditation for ECE, CSE, IT & ANE Branches**

13. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	
➤	To organize several co-curricular activities like paper contest, design contest, conferences and various other competitions and to encourage students to participate and improve their technical, communication presentation, organization and interpersonal and leadership skills.
➤	To constantly monitor and review whether all the existing quality parameters as per NAAC and ISO are being observed and showing progress, as they would help in setting the highest quality standards.
➤	To regularly update all the documentation as per ISO norms and also planned to apply for renewal of ISO certification.
➤	To organize plantation programs, Blood donation camps, Dental checkup camps and also to donate money to financially weak students for education through MRCET welfare Association to inculcate Social Responsibility in the students.
➤	To organize various personality development programs in association with Ramakrishna matt through Centre for Human Excellence, by Dr. B.V. Pattabhiram-the Renowned Motivational speaker & Psychologist, also through other motivational speakers and also by presenting videos and PPT's on Personality development.
➤	To organize National Level Technical Symposium-Exuberanza/Sankalp/Core tantraand State Level Technical Symposium with more number of events and innovative events to encourage maximum student participations.
➤	To conduct personal counseling at least twice every semester to motivate the students and monitor their progress.
➤	To upgrade the Library facilities constantly with latest e-journals, magazines and e-books and more number of titles and number of books and also to encourage reader ship among the students.
➤	To organize refresher course during the semester break in the month of November.
➤	To constantly update the Institutional database through Bees software for easy and prompt dissemination of student progress to parent's .To organize workshops and guest lecturers in all departments in advanced areas for student development.
➤	To conduct of CISCO, BEC, Microsoft & Oracle certification Training programs during the Academic year and discussed about the current achievements in certifications.
➤	To arrange effective CRT programs aimed towards maximum number of placements.
➤	To encourage more effective Research, more number of faculties to take up research and to encourage students and faculty to work together towards Research.
➤	To establish more MOUs with Reputed Organization for development of students.
➤	To provide personal career counseling to each student from time to time and streamline their ideas and competence.
➤	To organize more entrepreneur skills development programs.

14. Whether the AQAR was placed before statutory body? Yes /No: **YES**

Name of the Statutory body: NAAC Date of meeting(s):**05/12/2016**

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning?

Yes/No: **NO**

Date:--

16. Whether institutional data submitted to AISHE: Yes/No: **YES**

Year: **2016-17**

Date of Submission: **13/04/2017**

17. Does the Institution have Management Information System?

Yes/No: **YES**

If yes, give a brief description and a list of modules currently operational. (Maximum 500 words)

MRCET MIS provides suite of application for complete management of the college. The MIS suite consists of a bundle of extensive and powerful features, which helps each area of the educational system from student / parent level to the management level. It consists of a series of modules which integrates each and every activity of the campus to a single data server.

We at MRCET implements Outcome-Based Education which means clearly focusing and organizing everything in a systematic way which is essential for all students to be successfully at the end of their learning experiences.

The following are the list of modules that are currently operational:



1) Administration

The administration module consists of the following sub-modules.

<u>Masters</u>	<u>Transactions</u>	<u>Queries</u>	<u>Reports</u>
<ul style="list-style-type: none"> Student Data Management Ac Year Allotment Fine Slabs Certificate Status Setup Certificate Application Setup Counter Master Counter-Regular Fees Allotment Certificate SIno Setup Student Individual Fee Allotment Other Fee Allotment Import Other Fees Admission No Allotment Student Phone No's College Notifications College Holidays 	<ul style="list-style-type: none"> Regular Fee Collection Miscellaneous Fee Collection Other Fee Collection Import Student Fee Reimbursement Data Import Online Payment_Excel Import Online Payment Transaction_Url Fee Refunds Permissions New Admission Fees Tc Issues Challan Printing Student Logins Creation Student Login Permissions 	<ul style="list-style-type: none"> Fee Card Fee Discount List Loan Estimation 	<ul style="list-style-type: none"> Student Details Detainee and Discontinued Student List Student Last Login Details Certificates Fee Collection Details Fee Collection Details - Fee Group wise Consolidated Fee Register Reimbursement Details Fee Dues Details Fee Refund Details Fee Analysis Tc Issues Details Tc Bulk Generation Export To Excel

2) Academics

The academic module consists of the following sub modules

<u>Masters</u>	<u>Transactions</u>	<u>Queries</u>	<u>Reports</u>
	<ul style="list-style-type: none"> Daily Attendance Entry Extra Classes Event Attendance Entry Attendance Block Dates Promotions Semwise Attendance Finalization 	<ul style="list-style-type: none"> Subject Vs Employee Deatils Eventwise Student List Attendance Registers Attendance Summary 	<ul style="list-style-type: none"> Elective Subject Allotment Report Parent Report Cumulative Attendance Report Attendance Shortage Report Monthly Attendance Report Absentees Summary Program Wise Attendance Summary Report Student Attendance Details Daywise Absent CheckList Lecturer Feedback Results

Roll List			
Hour Management			
Curriculum Management			
Import Subject Data			
Subjects Management			
Section Management			
Lab Batch Management			
Subject Handling Details			
Class Time Table			
Academic Calendar			
Edit Attendance Date			
Lecturer Feedback			
Event Category Master			

3) Exam Cell

The exam cell consists of the following sub modules.

<u>Masters</u>	<u>Transactions</u>	<u>Queries</u>	<u>Reports</u>
<ul style="list-style-type: none"> Marks Setup Grades Setup HallTicketDownloading Setup Exam Fee Counter Master Exam Months Setup Internal Exam Master External Exam Fees Setup External Exam Fee Collection Dates Setup Best Average Setup 	<ul style="list-style-type: none"> Best Average Calculation External Marks Entries Mid Marks Regular Exam Fee Collections Supply Exam Fee Collections Supply Registration Re-Evaluation Project Exam Fee Collections Import Final External Marks Final Result Processing/Declaration 	<p>Exam Summary Sheet View</p>	<ul style="list-style-type: none"> Supplementary Students List Passed Students Toppers List Tabulation Register CummulativeGPAREport Exam Fee Collection Analysis Report University Examination

4) Placements

The Placement module consists of the following sub modules

<u>Masters</u>	<u>Transactions</u>	<u>Queries</u>	<u>Reports</u>
<ul style="list-style-type: none"> Company Master Placement Announcements Company Recruitment Process 	<p>Result Entry</p>		<ul style="list-style-type: none"> Company Recruitment & Job Role Registered Student List Placed Students Data with Different Companies Companywise Placed Students Placed and Unplaced Placement Analysis Branchwise Placement Analysis Placed List Companywise Selection Analysis Report Programwise Placement Analysis

5) Library

The Library module consists of the following sub modules.

<u>Masters</u>	<u>Transactions</u>	<u>Queries</u>	<u>Reports</u>
Rack Master	Purchase Requisition	Query On Books	Accession Register
Category Master	Enquiry	Query On CDs	Books/CDs/BVRs/Journals Details
Currency Master	Acquisitions	Query On Back Volumes	Due Books/CDs/BVRs
Schedule Master	Subscriptions	Query On Requisition	Missed Books/CDs/BVRs
Vendor Master	Magazine Entries	Query On Enquiry	Fine Collection Report
Title Master	Circulation	Query On Purchase Order	Purchase Analysis
Author Master	Binding	Query On Subscription	Material Statistics
Publisher Place Master	Withdrawals	Pending Magazines	Print BarCodes
Publisher Master	Purchase Bill Entries	Subscription Reminder	Call No Based Reports
Media Master	Correction - Book Det.	Query On Circulation	Circulation Report
Accession Register	Change Call No.	Books/CD/BVR on Circulation	Books Cost Analysis
Non-Book Materials	OPAC	Books/BVR on Binding	Stock Verification
Magazine Master		Best Reader/Book	Binding Books Details
Periodical Back Volume Register		Books Det-Search	Missing Acc No.s
Library Fine Setup			Member Details
Library Setup			Branchwise Book Details
Member Library Code			
Generate AccNo BarCode			

6) Payroll

The Payroll module consists of the following sub modules.

<u>Masters</u>	<u>Transactions</u>	<u>Queries</u>	<u>Reports</u>
Report Print Settings	Loan Allotment		Employee Details
Employee Data Management	LIC Allotment		Staff Last Login Details
Leaves Allotment	Daily Attendance		Employee Attendance Details
Pay Structure of Employee	Leave/Late/Permission Details		Leave Details
Pay Allotment	Staff Logins		LOP/Late/Permission Det
Late/Permission Setup	Staff LogOuts		LIC Details
HoliDay Master	Payroll Generation		Loan Details
	Faculty Logins Creation		Leave Register
	Faculty Login Permissions		Payroll Generation
	Block Faculty Logins		Annual Salary Statement
			Annual PF Statement
			PayStatements

7) SMS

The SMS Module consists of the following sub module

➤ Queries

Daily Absentees
Attendance Shortage
Daily Attendance Report to Chairman/Principal
General SMS
Faculty Reminders
Message Delivery Report
ExamResultsSMS

8) ID Cards

The ID Cards module consists of the following sub modules

<u>Student</u>	<u>Staff</u>
ID Cards (Single)	ID Cards (Single)
ID Cards (Branchwise)	ID Cards (Dept. wise)
Bus ID Cards	
Hostel ID Cards	
Week End Bus Pass	
ID Card Issue Details	

9) Utilities

The Utilities module consists of the following sub modules

➤ Transactions

Change AcYear
Change FinYear
Change Password
Reset Password - Single
Reset Password - Bulk

10) Security

Extended Profile of the Institution: 2016-17

1. Programme:

1.1 Number of programs offered during the year:

Year	2016-17
Number	12

2. Student:

2.1 Total Number of students during the year:

Year	2016-17
Number	4178

2.2 Number of outgoing / final year students during the year:

Year	2016-17
Number	1243

2.3 Number of students appeared in the examination conducted by the Institution during the year:(2016-17): **4027**

2.4 Number of revaluation applications during the year: 81

3 Academic

3.1 Number of courses in all programs during the year:

Year	2016-17
Number	414

3.2 Number of full-time teachers during the year:

Year	2016-17
Number	280

3.3 Number of sanctioned posts during the year:

Year	2016-17
Number	280

4 Institution:

4.1 Number of eligible applications received for admissions to all the programs during year:

Year	2016-17
Number	1540

4.2 Number of seats earmarked for reserved category as per GOI/State Govt rule during the year:

Year	2016-17
Number	426

4.3 Total number of classrooms and seminar halls: **73(67+6)**

4.4 Total number of computers in the campus for academic purpose: **1250**

4.5 Total Expenditure excluding salary during the year (INR in Lakhs):

Year	2017-18
Expenditure	Rs 8,25,46,245/-