ADMISSIONS COMMITTEE

The composition and the functions of the committee are given below

Sri. Ch. Mahender Reddy, Secretary, MRGI – Chairman
Dr. VSK Reddy, Principal – Convenor
Dr. M. Murali Krishna – Member
Prof. P. Sanjeeva Reddy, Director, ECE – Member
Prof. K. Kailasa Rao, Director of CSE&IT – Member
Dr. V. Madhusudhana Reddy, Head of H&S – Member
Prof. G. Naveen Kumar, Head of MBA – Member
Mr. B. Rajeshwar Reddy, A.O – Member

Functions:

The admissions of the institution must take place as per the rules in force. Large majority of the students are allotted by the Convenor (Admissions) EAMCET every year. There are certain rules, of reservations to be followed and the allotments are made accordingly. There is small number of students who are admitted by the management subject to some conditions laid down by the Government. The admission committee will look into the various aspects of rules and regulations and recommend to the management for filling up of management committee seats accordingly.

[Signature]
Dr. VSK Reddy
Principal

Malla Reddy College of Engineering & Technology
(Autonomous Institution - UGC, Govt. of India)
Maisammaguda, Dhulapally, Secunderabad-500100.
CIRCULAR
March 20, 2019

Sub: College Annual Day Celebrations- Committees & Responsibilities - Reg.

* * * * *

As all the faculty members and students are aware, the College Annual Day function is scheduled on March 27, 2019. There is huge amount of work and responsibilities are involved in the program. In this connection, the responsibilities assigned to the departments are here-under:

1. Reception & Hospitality Committee – MBA & H&S Departments (Dr. V. Madhusudhan Reddy & Mr. T. Satish Kumar, Convener)
2. Academic and Sports Prize Distribution/Mementos for the Guests - CSE/IT Department
3. Invitation Cards & Caring of Special Guests (Other College Principals & Special Invitees) – Department of ECE/EEE
4. Disciplinary – MECH/ANE Dept.,
5. Electricity & Power Backup – Administrative Officer

In view of this, we request the committee particularly cultural committee to take part very actively and make it programme grand success.

Cultural Committee –

Prof. G. Naveen Kumar, Convener, Head, MBA
Mr. R. Chinna Rao, Co-convener, ECE
Mrs. M. Anusha, Member, ECE
Mrs. G. Archana, Member, MBA
Mr. A. Syamprasad, Member, CSE
Mrs. D. Radha, Member, CSE
Mr. P. Srinivasa Rao, Member, IT
Mrs. Novy Jacob, Member, IT
Mr. C. Daksheeswara Reddy, Member, MECH
Ms. K. Akhila, Member, MECH
Mrs. L. Sushma, Member, ANE
Mr. G. Sarabha Reddy, Member, H&S
Mrs. S. Caroline, Member, H&S

I request the entire committee chairman’s to identify the faculty and student Co-ordinators for the above activities and advice the student and faculty members for smooth conduction of the program.

Your commitment and support is highly appreciated in this regard.

Copy to:
All HODs/Administrative Officer

Dr. VSK Reddy
Principal

Malla Reddy College of Engineering & Technology
(Autonomous Institution - UGC, Govt. of India)
Maisammaguda, Dhulapally, Secunderabad-500100.
ANTI RAGGING

All the faculty members and students are aware that the Ragging is prohibited in Education Institutions and the Anti-Ragging G.O.s released by Govt. of Telangana and Govt. of India in this regard. However, based on the instructions from the Govt. of Telangana and JNTUH, Hyderabad the precautionary measures are to be taken to avoid indecent activities in the campus. In this connection an Anti-Ragging Committee has been constituted with the Faculty & Staff members of the college.

ACTION COMMITTEE:

Dr. VSK Reddy, Principal
Dr. M. Murali Krishna, Dean, MRCET
Prof. K. Kailasa Rao, Director of CSE&IT
Prof. P. Sanjeeva Reddy, Director of ECE
Dr. S. Srinivasa Rao, Professor, ECE
Dr. D. Sujatha, Professor, CSE
Dr. G. Sharada, Professor, IT
Dr. M. Amarnadha Reddy, Professor
Prof. Misba Mehdi, Professor
Dr. B. Jyothi, Professor, ECE
Dr. V. Madhusudhan Reddy, Professor, H&S
Prof. G. Naveen Kumar, Professor, MBA
Prof. T. Satish Kumar, Professor, MBA
Mr. B. Rajeshwar Reddy, AQ
Dr. E. Raja Gopal, Physical Director
Mr. A. Venkateshwarlu, Transport l/c

Chairman
Vice-chairman
Member
Member
Member
Member
Member
Member
Member
Member
Member
Member
Member
Member
<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
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<tr>
<td>Dr. C. Ravishankar Reddy (ECE)</td>
<td>Co-convener</td>
<td>9154693517</td>
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<td>Dr. Durga Rao (MECH)</td>
<td>Member</td>
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<td>Dr. V. Chandrasekhar (CSE)</td>
<td>Member</td>
<td>9944224662</td>
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<tr>
<td>Mr. Jaypal (CSE)</td>
<td>Member</td>
<td>9703100555</td>
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<tr>
<td>Mr. Naveen kumar Thorthi (H&amp;S)</td>
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<td>9966567261</td>
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<tr>
<td>Mrs. Mohita Aminha (H&amp;S)</td>
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<td>Mr. V. Srinivas (H&amp;S)</td>
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<td>Mr. P. Raji Reddy (EEE)</td>
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<td>Mr. Ch. Kiran Kumar (ECE)</td>
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<td>Dr. I.J. Raghavendra (MBA)</td>
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<td>Mr. K. Sudheer (MBA)</td>
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<tr>
<td>Mr. M. Vajralu (IT)</td>
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<td>Mr. A. Yogananda (IT)</td>
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<td>Mr. Y. Dilip Kumar (MECH)</td>
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<tr>
<td>Mr. J. Sandeep (ANE)</td>
<td>Member</td>
<td>8247526028</td>
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**SUB-COMMITTEE – 2 (12.00 Noon to 12.40 p.m.)**

<table>
<thead>
<tr>
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<tr>
<td>Dr. NS Gowri Ganesh (IT)</td>
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<td>Mr. A. Syam Prasasd (CSE)</td>
<td>Member</td>
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<tr>
<td>Mrs. R. Radha (CSE)</td>
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<tr>
<td>Mr. Sarabha Reddy (H&amp;S)</td>
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<td>Mr. Raja Sekar (H&amp;S)</td>
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<tr>
<td>Mr. P.Shekhar (H&amp;S)</td>
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<tr>
<td>Mr. G.Rekha (H&amp;S)</td>
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<tr>
<td>Mr. G. Archana (MBA)</td>
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<tr>
<td>Mr. K. Rambabu (ANE)</td>
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<tr>
<td>Mr. S. Mahender (ANE)</td>
<td>Member</td>
<td>9290423773</td>
</tr>
<tr>
<td>Mr. A. Shankar (ANE)</td>
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<tr>
<td>Mr. D. Mangeelal (MECH)</td>
<td>Member</td>
<td>9866274003</td>
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<tr>
<td>Mr. ALS Brahma Reddy (MECH)</td>
<td>Member</td>
<td>9550528242</td>
</tr>
<tr>
<td>Mrs. Lilly Prasuna (MECH)</td>
<td>Member</td>
<td>9948338853</td>
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<tr>
<td>Mr. N Ramesh (EEE)</td>
<td>Member</td>
<td>8801114502</td>
</tr>
<tr>
<td>Mr. P. Praveen (IT)</td>
<td>Member</td>
<td>9032627173</td>
</tr>
<tr>
<td>Mr. Busine Praveen (IT)</td>
<td>Member</td>
<td>8790850700</td>
</tr>
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</table>

**SUB-COMMITTEE – 3 (3.30 p.m. to 4.00 p.m)**

<table>
<thead>
<tr>
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<tr>
<td>Prof. T. Sathish Kumar (MBA)</td>
<td>Convener</td>
<td>9848203240</td>
</tr>
<tr>
<td>Mr. K. Mallikarjun (ECE)</td>
<td>Member</td>
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</tr>
</tbody>
</table>
Mr. R. Chinna Rao (ECE)  –  Member - 8106663050
Mr. O. Saidulu Reddy (EEE)  –  Member - 7893771696
Dr. Potnuru Srikar (MECH)  –  Member - 7064364314
Mr. K. Bicha (MECH)  –  Member - 9505771214
Mr. OY Venkata Subba Reddy (MECH)  –  Member - 9985678767
Dr. A. Mummoorthy (IT)  –  Member - 9894764884
Mr. Bonam Anjaneyulu (H&S)  –  Member - 9573211439
Ms. T. Anitha Kumari (H&S)  –  Member - 9642140096
Mr. Palle Eshwara Murthy (H&S)  –  Member - 9948335970
Mr. K. Narendra (H&S)  –  Member - 9492464439
Mr. G. Ravi (CSE)  –  Member - 9000325230
Mr. Manoj Kumar (CSE)  –  Member - 9912387878
Mr. S Vishwanath Reddy (CSE)  –  Member - 9912225787
Ms. P. Srinivasa Rao (IT)  –  Member - 9985032966
Mr. Sailesh Babu (ANE)  –  Member - 7680934739
Mr. M. Yugendar (ANE)  –  Member - 9704886105
Mrs. ML Himaja  –  Member - 8885514060
Mr. M. Srinivas  –  Member - 9700183049

All the members of the committee are requested to consider this aspect very seriously and your cooperation is highly appreciated in this regard.

Dr. VSK Reddy
Principal
Malta Reddy College of Engineering & Technology
(Autonomous Institution • UGC, Govt. of India)
Maisammaguda, Dhulapally, Secunderabad-500100.
<table>
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<tr>
<th>S.No.</th>
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<td>1</td>
<td>G. Prakash Raj</td>
<td>IV</td>
<td>ECE</td>
<td>8897896784</td>
<td><a href="mailto:prakashrajgadi@gmail.com">prakashrajgadi@gmail.com</a></td>
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<tr>
<td>2</td>
<td>A. Poojitha</td>
<td>IV</td>
<td>ECE</td>
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<td><a href="mailto:angirekulapoojitha@gmail.com">angirekulapoojitha@gmail.com</a></td>
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<td>3</td>
<td>B. Sathya Sai Pramod</td>
<td>III</td>
<td>ECE</td>
<td>9440675336</td>
<td><a href="mailto:pramodburugula@gmail.com">pramodburugula@gmail.com</a></td>
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<td>K. Suvarna Rathna Kumari</td>
<td>III</td>
<td>ECE</td>
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<td><a href="mailto:kothasuvarnar22@gmail.com">kothasuvarnar22@gmail.com</a></td>
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<td>II</td>
<td>ECE</td>
<td>9347015780</td>
<td><a href="mailto:goutham111220@gmail.com">goutham111220@gmail.com</a></td>
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<td>II</td>
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<tr>
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<td>G. Pragnya Devi</td>
<td>IV</td>
<td>CSE</td>
<td>9515213494</td>
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<td>8</td>
<td>A. Praneeth Reddy</td>
<td>IV</td>
<td>CSE</td>
<td>9502537640</td>
<td><a href="mailto:praneethbdv123@gmail.com">praneethbdv123@gmail.com</a></td>
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<tr>
<td>9</td>
<td>D. Srupen Chakravarthy</td>
<td>III</td>
<td>CSE</td>
<td>7995246878</td>
<td><a href="mailto:srupen.dasyam0304@gmail.com">srupen.dasyam0304@gmail.com</a></td>
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<td>10</td>
<td>Bhavana</td>
<td>III</td>
<td>CSE</td>
<td>9652952551</td>
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<td>Mandala Manish</td>
<td>II</td>
<td>CSE</td>
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<td>12</td>
<td>Md. Numair Ahmed</td>
<td>II</td>
<td>CSE</td>
<td>7661902685</td>
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<tr>
<td>13</td>
<td>B. Pavan Supreeth</td>
<td>IV</td>
<td>MECH</td>
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<td>E. Naveena</td>
<td>IV</td>
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<td>Md. Saber</td>
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<tr>
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<td>P. Likthitha</td>
<td>III</td>
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<td>7075457385</td>
<td><a href="mailto:likthithapothuri9@gmail.com">likthithapothuri9@gmail.com</a></td>
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<tr>
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<tr>
<td>22</td>
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<td>II</td>
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<td>7757915568</td>
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<td>V. Ramya</td>
<td>IV</td>
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<td>S. Vishnuvardhan</td>
<td>IV</td>
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<td>K. Sree Lahari</td>
<td>III</td>
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<td>G. Mounika</td>
<td>II</td>
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<td>II</td>
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<td>9381170745</td>
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<tr>
<td>35</td>
<td>Doke Bharath</td>
<td>II</td>
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<td>7702331512</td>
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<tr>
<td>36</td>
<td>Oturi Chiranjeevi</td>
<td>II</td>
<td>MBA</td>
<td>8897319216</td>
<td><a href="mailto:chiranjeevioturimba@gmail.com">chiranjeevioturimba@gmail.com</a></td>
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Dr. VSK Reddy  
Principal  
Malla Reddy College of Engineering & Technology  
(Autonomous Institution - UGC, Govt. of India)  
Mainsammeguda, Dholapally, Secunderabad-500100.
**CLASS REVIEW COMMITTEE**

<table>
<thead>
<tr>
<th>Number</th>
<th>Category</th>
<th>Nature</th>
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<tbody>
<tr>
<td>1 member</td>
<td>Head of the Department of the concerned branch</td>
<td>Chairman</td>
</tr>
<tr>
<td>6 members</td>
<td>Class Teachers</td>
<td>Nominated by the Head of the Department.</td>
</tr>
<tr>
<td>1 member</td>
<td>Class Representative</td>
<td>Nominated by the Head of the Department</td>
</tr>
<tr>
<td>1 member</td>
<td>Girl Representative</td>
<td>Nominated by the Head of the Department</td>
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Term of members: One Semester

**Functions:**

The vital function of this committee is to maintain close rapport with the students. The committee will observe, understand the feelings and discuss difficulties experienced by the students in both teaching and any other matters for finding corrective measures.

The co-curricular and extracurricular activities will be discussed with the members for selecting the programs. This enhances the motivation and improves the performance of the students.
FINANCE COMMITTEE

The Finance Committee will advise the Governing Body on financial matters and shall meet at least twice a year. The composition and functions of the Finance Committee are

The composition and functions of Planning committee are given below

Dr. VSK Reddy, Principal                      – Chairman
Dr. M. Murali Krishna                        – Member
Prof. P. Sanjeea Reddy, Director, ECE        – Member
Prof. K. Kailasa Rao, Director of CSE&IT     – Member
Dr. PHV Sesha Talpa Sai, Director, R&D       – Member
Dr. S. Srinivasa Rao, Head of ECE            – Member
Dr. D. Sujatha, Head of CSE                  – Member
Dr. M. Amarnadh, Professor                   – Member
Dr. G. Sharada, Head of IT                   – Member
Dr. B. Jyothish, Professor                   – Member
Prof. Misba Mehdi, Professor                 – Member
Dr. V. Madhusudhana Reddy, Head of H&S       – Member
Prof. G. Naveen Kumar, Head of MBA           – Member

Term of members: 2 years

Functions:

Finance Committee will propose the budget of the institution for infrastructure development, construction, purchase of equipment, consumables etc., depending upon the finance available. The Committee formulates and approves the budget estimates department-wise for purchase of lab equipments, consumables and non-consumables, year by year. The Committee estimates the probable inflows and outflows for the institution and arrives at the required budget.

Dr. VSK Reddy
Principal

Malla Reddy College of Engineering & Technology
(Autonomous Institution - UGC, Govt. of India)
Maisammaguda, Dhulapally, Secunderabad-500100.
GOVERNING BODY COMMITTEE

The constitution and functioning of Governing Body, which is supreme, are detailed hereunder:

The Governing Body shall have at least eleven members including the Chairman and the Member-Secretary. The Registered Society / Trust shall nominate six members including the Chairman and the Member-Secretary, and the remaining five members shall be nominated as indicated below

COMPOSITION GOVERNING BODY MEMBERS

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Name</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Dr. D. Raghurami Reddy</td>
<td>Chairman</td>
</tr>
<tr>
<td>2</td>
<td>Ch. Mahender Reddy</td>
<td>Member</td>
</tr>
<tr>
<td>3.</td>
<td>Dr. N. Yadaiah</td>
<td>Member (University Nominee)</td>
</tr>
<tr>
<td>4.</td>
<td>Dr. S.K. Malik</td>
<td>Member (UGC Nominee)</td>
</tr>
<tr>
<td>5.</td>
<td>Prof. A. Pullaiah</td>
<td>Member (Government Nominee)</td>
</tr>
<tr>
<td>6.</td>
<td>Dr. Suresh Chandra Satapathy</td>
<td>Member</td>
</tr>
<tr>
<td>7.</td>
<td>Mr. M. Shashikanth</td>
<td>Member</td>
</tr>
<tr>
<td>8.</td>
<td>Mr. U. S. Paul Russel</td>
<td>Member</td>
</tr>
<tr>
<td>9.</td>
<td>Dr. P. Rami Reddy</td>
<td>Member</td>
</tr>
<tr>
<td>10.</td>
<td>Dr. S. Upendra Sastry</td>
<td>Member</td>
</tr>
<tr>
<td>11.</td>
<td>Dr. M. Murali Krishna</td>
<td>Member</td>
</tr>
<tr>
<td>12.</td>
<td>Prof. P. Sanjeeva Reddy</td>
<td>Member</td>
</tr>
<tr>
<td>13.</td>
<td>Dr. V.S.K. Reddy</td>
<td>Member Secretary</td>
</tr>
</tbody>
</table>

Appointment of Chairman of the Governing Body:

The Chairman of the Governing Body shall preferably be a technical person either an entrepreneur or an industrialist or an educationalist of repute who is interested in the development of technical education, and has demonstrated an interest in promotion of quality education in particular.
Meeting:

The Governing Body/Board of Management shall meet twice a year. In the absence of the Chairman, the members can elect a Chairman from amongst the members present for that meeting.

Functions:

1. To ratify the decisions of the academic council.
2. Approval of new courses recommended by the academic council.
3. To appoint Principal/Director, the teaching and non-teaching staff on the recommendations of the selection committees constituted under the relevant regulations of the universities.
4. Scrutinizing and approving the budgetary proposals.
5. Suggesting and approving the student development programs.
6. Promoting industry institute partnership cell for student training and placement activities.
7. To monitor and evaluate the teaching programs in the college and suggest remedial measures.
8. To constitute committees, sub-committees & standing committees for specific purpose delegating appropriate powers.
9. To perform such other duties and exercise such other powers as may be entrusted by the management.
10. Fix the fees and other charges payable by the students of the college on the recommendations of the Finance Committee.
11. Institute scholarships, fellowships, studentships, medals, prizes and certificates on the recommendations of the Academic Council.
12. Approve introduction/incorporation institution of new programmes of study leading to degrees and/or diplomas.
13. Perform such other functions and constitute committees, as may be necessary and deemed fit for the proper development, and fulfil the objectives for which the college has been declared as autonomous.

In addition to being the supreme administrative authority of the College, the Governing Body shall have the following additional functions with respect to autonomy.
GRIEVANCES AND REDRESSAL COMMITTEE:

The composition and the functions of the committee are given below

<table>
<thead>
<tr>
<th>S.No</th>
<th>Name</th>
<th>Dept</th>
<th>Designation</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Dr. P. Ram Reddy</td>
<td>MECH</td>
<td>Chairman (Former Registrar, JNTUH)</td>
</tr>
<tr>
<td>2</td>
<td>Dr. V.S.K. Reddy</td>
<td>Principal</td>
<td>Convener</td>
</tr>
<tr>
<td>3</td>
<td>Dr. M. Murali Krishna</td>
<td>MECH</td>
<td>Member</td>
</tr>
<tr>
<td>4</td>
<td>Prof. P. Sanjeeva Reddy</td>
<td>ECE</td>
<td>Member</td>
</tr>
<tr>
<td>5</td>
<td>Prof. K. Kailasa Rao</td>
<td>CSE</td>
<td>Member</td>
</tr>
<tr>
<td>6</td>
<td>Dr. S. Srinivasa Rao</td>
<td>ECE</td>
<td>Member</td>
</tr>
<tr>
<td>7</td>
<td>Prof. D. Sujatha</td>
<td>CSE</td>
<td>Member</td>
</tr>
<tr>
<td>8</td>
<td>Dr. Amarnadha Reddy</td>
<td>MECH</td>
<td>Member</td>
</tr>
<tr>
<td>9</td>
<td>Dr. G. Sharada</td>
<td>IT</td>
<td>Member</td>
</tr>
<tr>
<td>10</td>
<td>Prof. K. Subhas</td>
<td>EEE</td>
<td>Member</td>
</tr>
<tr>
<td>11</td>
<td>Dr. B. Jyothi</td>
<td>EEE</td>
<td>Member</td>
</tr>
<tr>
<td>12</td>
<td>Ms. Misba Mehti</td>
<td>ANE</td>
<td>Member</td>
</tr>
<tr>
<td>13</td>
<td>Dr. V. Madhusudhana Reddy</td>
<td>H&amp;S</td>
<td>Member</td>
</tr>
<tr>
<td>14</td>
<td>Dr. V. Neeraja</td>
<td>H&amp;S</td>
<td>Member</td>
</tr>
<tr>
<td>15</td>
<td>Prof. G. Naveen Kumar</td>
<td>MBA</td>
<td>Member</td>
</tr>
<tr>
<td>16</td>
<td>Mr. B. Rajeshwar Reddy</td>
<td>Admin</td>
<td>Member</td>
</tr>
</tbody>
</table>

Term of Members: 2 years

Functions:
Sometimes the faculty and students may have some grievances against the management on some issues. Since the grievance has to be satisfactorily resolved, a committee is required to redress it. Hence grievance committee is formed. The committee is supposed to examine
the issue and suggest the redressal actions for satisfaction of the employees which enhances his performance.

As a part of the Grievance Redressal Committee, a separate sub-committee is constituted which will specifically look into complaints received pertaining to sexual harassment of women at the work place. The sub-committee is comprised of the following:

**Chairman-Principal**  
Senior Lady HOD’s-2 members

**Administrative Officer- Convener**  
The person found guilty of sexual harassment will be given strict warning and depending on the severity of the offence will be suspended/terminated form his service.

\[Signature\]

Dr. VSK Reddy  
Principal  
PRINCIPAL

Malla Reddy College of Engineering & Technology  
(Autonomous Institution - UGC, Govt. of India)  
Maisammaguda, Dhulapally, Secunderabad-500103.
LIBRARY COMMITTEE

Composition
The composition and the functions of the committee are given below

- Dr. VSK Reddy, Principal – Chairman
- Dr. M. Murali Krishna, Dean, MRCET – Vice-chairman
- Mr. K. Bhaskar Reddy, librarian – Convener
- Prof. K. Kailasa Rao, Director of CSE&IT – Member
- Prof. P. Sanjeeva Reddy, Director of ECE – Member
- Dr. S. Srinivasa Rao, Professor, ECE – Member
- Dr. D. Sujatha, Professor, CSE – Member
- Dr. G. Saradha, Professor, IT – Member
- Dr. M. Amarnadha Reddy, Professor, MECH – Member
- Prof. Misba Mehti, Professor, MECH – Member
- Dr. B. Jyothi, Professor, ECE – Member
- Dr. V. Madhusudhan Reddy, Professor, H&S – Member
- Prof. G. Naveen Kumar, Professor, MBA – Member
- Prof. T. Satish Kumar, Professor, MBA – Member
- Mr. B. Rajeshwar Reddy, AO – Member
- Dr. E. Raja Gopal, Physical Director – Member
- Mr. A. Venkateshwarlu, Transport I/c – Member

Functions:
The library committee should plan to purchase of books and journals well in advance, so that necessary books and journals can be available in the library. They should plan much ahead of the time, so that necessary books will be available for the benefit of students and staff in the library at the beginning of semester/year. They also play a vital role in the matter of provision of extra books to SC/ST students with or without TEQIP funds. The Library Committee also finalise the downloading of useful things for the Digital Library wherefrom they down load useful reading material such as the one from IIT, Kharagpur etc.

Dr. VSK Reddy
Principal

Malla Reddy College of Engineering & Technology
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Maisammaguda, Dhulapally, Secunderabad-500100.
MALLA REDDY COLLEGE OF ENGINEERING & TECHNOLOGY
(Autonomous Institution – UGC, Govt. of India)
(Affiliated to JNTU, Hyderabad, Approved by AICTE - Accredited by NBA & NAAC – ‘A’ Grade - ISO 9001:2015 Certified)

July 04, 2019

MRCET GIRLS HOSTEL COMMITTEE

As you are kindly aware, a hostel has been established exclusively for accommodating the Girls students of MRCET and it is essential to maintain good discipline in the hostel premises which in turn is reflecting on the academic environment in the institution. In this connection for ensuring smooth functioning of the Hostel on a day to day basis the following Committee is being constituted.

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Name of the Staff</th>
<th>Designation</th>
<th>Responsibility</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Prof. Misba Mehi</td>
<td>Head, ANE</td>
<td>Convener</td>
</tr>
<tr>
<td>2</td>
<td>Dr. T. Divya</td>
<td>Asst. Professor, H&amp;S</td>
<td>Member</td>
</tr>
<tr>
<td>3</td>
<td>B. Harika</td>
<td>Asst. Professor, H&amp;S</td>
<td>Member</td>
</tr>
<tr>
<td>4</td>
<td>M. Anusha</td>
<td>Asst. Professor, ECE</td>
<td>Member</td>
</tr>
<tr>
<td>5</td>
<td>S. Rajini</td>
<td>Asst. Professor, ECE</td>
<td>Member</td>
</tr>
<tr>
<td>6</td>
<td>D. Radha</td>
<td>Asst. Professor, CSE</td>
<td>Member</td>
</tr>
<tr>
<td>7</td>
<td>M. Sirisha</td>
<td>Asst. Professor, CSE</td>
<td>Member</td>
</tr>
<tr>
<td>8</td>
<td>K. Swetha</td>
<td>Assoc. Professor, IT</td>
<td>Member</td>
</tr>
<tr>
<td>9</td>
<td>K. Akhila</td>
<td>Asst. Professor, MECH</td>
<td>Member</td>
</tr>
<tr>
<td>10</td>
<td>Mr. B. Vijay</td>
<td>Asst. Physical Director</td>
<td>Member</td>
</tr>
</tbody>
</table>

Your cooperation and sincere committed is appreciated in this regard.

Dr. VSK Reddy
Principal
PRINCIPAL
Malla Reddy College of Engineering & Technology
(Autonomous Institution - UGC, Govt. of India)
Maisammaguda, Dhulapally, Satunderabad-500100.
**MALLA REDDY COLLEGE OF ENGINEERING & TECHNOLOGY**  
(Autonomous Institution – UGC, Govt. of India)  
(Affiliated to JNTU, Hyderabad, Approved by AICTE - Accredited by NBA & NAAC – ‘A’ Grade - ISO 9001:2015 Certified)

July 04, 2019

**MRCET BOYS HOSTEL COMMITTEE**

As you are kindly aware, a hostel has been established exclusively for accommodating the Boy students of MRCET and it is essential to maintain good discipline in the hostel premises which in turn is reflecting on the academic environment in the institution. In this connection for ensuring smooth functioning of the Hostel on a day to day basis the following Committee is being constituted.

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Name of the Staff</th>
<th>Designation</th>
<th>Responsibility</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Dr. V. Madhusudhan Reddy</td>
<td>Head, H&amp;S</td>
<td>Convener</td>
</tr>
<tr>
<td>2</td>
<td>G. Sarabha Reddy</td>
<td>Asst. Professor, H&amp;S</td>
<td>Member</td>
</tr>
<tr>
<td>3</td>
<td>S. Chandrasekhar</td>
<td>Asst. Professor, H&amp;S</td>
<td>Member</td>
</tr>
<tr>
<td>3</td>
<td>R. Chinna Rao</td>
<td>Asst. Professor, ECE</td>
<td>Member</td>
</tr>
<tr>
<td>4</td>
<td>KDK Ajay</td>
<td>Asst. Professor, ECE</td>
<td>Member</td>
</tr>
<tr>
<td>5</td>
<td>M. Sambasivudu</td>
<td>Asst. Professor, CSE</td>
<td>Member</td>
</tr>
<tr>
<td>6</td>
<td>G. Manoj Kumar</td>
<td>Asst. Professor, CSE</td>
<td>Member</td>
</tr>
<tr>
<td>7</td>
<td>P. Srinivas</td>
<td>Assoc. Professor, IT</td>
<td>Member</td>
</tr>
<tr>
<td>8</td>
<td>M. Vazralu</td>
<td>Assoc. Professor, IT</td>
<td>Member</td>
</tr>
<tr>
<td>9</td>
<td>A. Sridhar</td>
<td>Asst. Professor, MECH</td>
<td>Member</td>
</tr>
<tr>
<td>10</td>
<td>K. Saidulu</td>
<td>Asst. Professor, MECH</td>
<td>Member</td>
</tr>
<tr>
<td>11</td>
<td>S. Sailesh Babu</td>
<td>Asst. Professor, ANE</td>
<td>Member</td>
</tr>
<tr>
<td>12</td>
<td>P. Raji Reddy</td>
<td>Asst. Professor, EEE</td>
<td>Member</td>
</tr>
<tr>
<td>13</td>
<td>Dr. E. Rajagopal</td>
<td>Physical Director</td>
<td>Member</td>
</tr>
</tbody>
</table>

Your cooperation and sincere committed is appreciated in this regard.

[Signature]

Dr. VSK Reddy
Principal

Malta Reddy College of Engineering & Technology  
(Autonomous Institution - UGC, Govt. of India)  
Maisammaguda, Dholapally, Secunderabad-500100.
MALLA REDDY COLLEGE OF ENGINEERING & TECHNOLOGY
(Autonomous Institution – UGC, Govt. of India)
(Affiliated to JNTU, Hyderabad, Approved by AICTE - Accredited by NBA & NAAC – ‘A’ Grade - ISO 9001:2015 Certified)

October 25, 2018

OFFICE ORDER

As you are kindly aware, the college student intake has enormously increased from the previous academic year and the college also has been accredited by various Autonomous Bodies such as UGC-Autonomous, NBA, NAAC, ISO etc. Further due to technological revolutionary changes across the globe has posed the challenge for the professional skill requirement among the student community to meet the international standards.

In view of this scenario, it has become imperative to decentralize the responsibilities by process of delegation for effective implementation of the institutional objectives for keeping-up the brand image of MRCET Campus.

In this regard, the constitution of various committees is being undertaken and the responsibilities assigned are mentioned hereunder.

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Name of the Professor</th>
<th>Designation</th>
<th>Responsibility</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Prof. P. Sanjeeva Reddy Director, ECE &amp; EEE</td>
<td>Chairman</td>
<td>International Conferences and International Studies</td>
</tr>
<tr>
<td>2</td>
<td>Dr. S. Srinivasa Rao, HOD, ECE</td>
<td>Chairman</td>
<td>Accreditations and Rankings</td>
</tr>
<tr>
<td>3</td>
<td>Dr. D. Sujatha HOD, CSE</td>
<td>Chairman</td>
<td>Online Certifications and Training Programs</td>
</tr>
<tr>
<td>4</td>
<td>Dr. G. Sharada HOD, IT</td>
<td>Chairman</td>
<td>Startup activities (CSE/ECE/IT/EEE)</td>
</tr>
<tr>
<td>5</td>
<td>Dr. M. Amarnadha Reddy HOD, MECH</td>
<td>Chairman</td>
<td>Startup activities (MECH/ANE/H&amp;S/MBA)</td>
</tr>
<tr>
<td>6</td>
<td>Prof. G. Naveen Kumar HOD, MBA</td>
<td>Chairman</td>
<td>Promotional, Advertising and Branding of the institution</td>
</tr>
<tr>
<td>7</td>
<td>Prof. T. Satish Kumar, Assoc. Professor, MBA</td>
<td>Chairman</td>
<td>Transportation and NSS activities</td>
</tr>
<tr>
<td>8</td>
<td>Dr. V. Madhusudhana Reddy HOD, H&amp;S</td>
<td>Chairman</td>
<td>Website Maintenance and Mobile Apps</td>
</tr>
<tr>
<td>9</td>
<td>Ms. Thayyaba Mohammed Assoc. Professor, CSE</td>
<td>Chairman</td>
<td>College Management Software</td>
</tr>
</tbody>
</table>

The chairmen mentioned above are advised to form their own committees for fulfilling the stated objectives for the betterment of the institution.

Dr. VSK Reddy
Principal

Mall Reddy College of Engineering & Technology
(Autonomous Institution - UGC, Govt. of India)
Maisammaguda, Dhulapally, Secunderabad-500100.
October 25, 2018

COLLEGE MANAGEMENT SYSTEM COMMITTEE

The institution has recently installed College Management System (CMS) for smart campus implementation in various departments such as Academic Performance, Student Management, Examination & Evaluation System, Library, Fee Management and Human Resource Management etc., In view of this, the following committee has been appointed for smooth functioning of the CMS:

Ms. Thayyaba Khatoon Mohammed, Assoc. Professor, CSE  –  Chairman
Mr. A. Syam Prasad, Assoc. Professor, CSE  –  Convener
Mr. Ch. Naveen Kumar Reddy, Asst. Professor, CSE  –  Member
Mr. Abdul Saleem L, Asst. Professor, CSE  –  Member
Mr. K. Sudhakar Reddy, Asst. Professor, IT  –  Member

The committee is to kindly upload/updated data in CMS at regular intervals and take it as commitment for branding of MRCET Campus and smooth functioning of the institution.

Cc to:
1. All HoD's
2. Concerned Members
3. Examination Branch

Dr. VSK Reddy
Principal
PRINCIPAL
Malla Reddy College of Engineering & Technology
(Autonomous Institution - UGC, Govt. of India, Maisammaguda, Dholapally, Secunderabad-500100)
CONSTITUTION OF NBA COORDINATION COMMITTEE

As you are kindly aware, our institution has applied for National Board of Accreditation (NBA) for the renewal and it has been observed that, there is huge amount of data collected under various heads for uploading online e-SAR NBA application. In view of this, the following committee has been constituted for the maintenance of the files and documentation required for the NBA program in our Institution.

NBA coordinators:

1. Dr. VSK Reddy, Principal Chairman
2. Prof. P. Sanjeeva Reddy, Director, ECE Convener
3. Dr. S. Srinivasa Rao, HOD, ECE Coordinator
4. Prof. K. Kailash Rao, Director, CSE/IT Member
5. Dr. PHV Sesha Talpa Sai, Professor & Head, MECH Member
6. Dr. D. Sujatha, Professor & Head, CSE Member
7. Dr. G. Sharada, Professor & Head, IT Member
8. Prof. V. Ravi, Head, ANE Member
9. Prof. G. Naveen Kumar, Assoc. Professor & Head, MBA Member
10. Dr. V. Madhusudhan Reddy, Assoc. Professor & Head, H&S Member
11. Dr. K. Ramakrishna, Assoc. Professor, H&S and CE Member
12. Prof. C. Bhaskar Reddy, Librarian Member
13. Mr. B. Rajeshwar Reddy, Administration Officer Member

Your cooperation and support is highly appreciated in this regard.
CONSTITUTION OF DEPARTMENTAL NBA COORDINATION COMMITTEE

As you are kindly aware, our institution has applied for National Board of Accreditation (NBA) for the renewal and it has been observed that, there is huge amount of data collected under various heads for uploading online e-SAR NBA application. In view of this, the following committee has been constituted for the maintenance of the files and documentation required for the NBA program in the ECE department.

NBA coordinators:

1. Dr. S. Srinivasa Rao, HOD Chairman
2. Mr. K. Mallikarjun Lingam, Assoc. Professor Coordinator
3. Mr. M. Ramanjaneyulu, Assoc. Professor Coordinator

Your cooperation and support is highly appreciated in this regard.

Dr. VSK Reddy
Principal

Malla Reddy College of Engineering & Technology
(Autonomous Institution - UGC, Govt. of India)
Maisammaguda, Dhubalpally, Secunderabad-500108,
March 08, 2019

CONSTITUTION OF DEPARTMENTAL NBA COORDINATION COMMITTEE

As you are kindly aware, our institution has applied for National Board of Accreditation (NBA) for the renewal and it has been observed that, there is huge amount of data collected under various heads for uploading online e-SAR NBA application. In view of this, the following committee has been constituted for the maintenance of the files and documentation required for the NBA program in the CSE department.

NBA coordinators:

1. Dr. D. Sujatha, HOD 
   Chairman
2. Dr. S. Shanthi, Professor 
   Coordinator
3. Dr. V. Chandrasekhar, Assoc. Professor 
   Coordinator

Your cooperation and support is highly appreciated in this regard.

Dr. VSK Reddy
Principal
PRINCIPAL
Malla Reddy College of Engineering & Technology
(Autonomous Institution - UGC, Govt. of India)
Maisammaguda, Dhulapally, Secunderabad-500100.
CONSTITUTION OF DEPARTMENTAL NBA COORDINATION COMMITTEE

As you are kindly aware, our institution has applied for National Board of Accreditation (NBA) for the renewal and it has been observed that, there is huge amount of data collected under various heads for uploading online e-SAR NBA application. In view of this, the following committee has been constituted for the maintenance of the files and documentation required for the NBA program in the IT department.

NBA coordinators:

1. Dr. G. Sharada, HOD          Chairman
2. Mr. M. Vazralu, Assoc. Professor    Coordinator
3. Mrs. K. Swetha, Asst. Professor   Coordinator

Your cooperation and support is highly appreciated in this regard.

[Signature]
Dr. VSK Reddy
Principal

Malla Reddy College of Engineering & Technology
(Autonomous Institution - UGC, Govt. of India)
Mehsammaguda, Dhulapally, Secunderabad-500100.
March 08, 2019

CONSTITUTION OF DEPARTMENTAL NBA COORDINATION COMMITTEE

As you are kindly aware, our institution has applied for National Board of Accreditation (NBA) for the renewal and it has been observed that, there is huge amount of data collected under various heads for uploading online e-SAR NBA application. In view of this, the following committee has been constituted for the maintenance of the files and documentation required for the NBA program in the Mechanical Engineering department.

NBA coordinators:

1. Dr. PHV Sesa Talpa Sai, HOD
2. Mr. D. Damodar Desu, Assoc. Professor
3. Mr. A. Sridhar, Asst. Professor

Chairman
Coordinator
Coordinator

Your cooperation and support is highly appreciated in this regard.

Dr. VSK Reddy
Principal
Malla Reddy College of Engineering & Technology
(Autonomous Institution - UGC, Govt. of India)
Maismaguda, Dhubapally, Secunderabad-500100.
CONSTITUTION OF DEPARTMENTAL NBA COORDINATION COMMITTEE

As you are kindly aware, our institution has applied for National Board of Accreditation (NBA) for the renewal and it has been observed that, there is huge amount of data collected under various heads for uploading online e-SAR NBA application. In view of this, the following committee has been constituted for the maintenance of the files and documentation required for the NBA program in the ANE department.

NBA coordinators:

1. Prof. V. Ravi, Professor & HOD
2. Mr. J. Sandeep, Assoc. Professor
3. Mrs. D. Smitha, Assoc. Professor

Chairman
Coordinator
Coordinator

Your cooperation and support is highly appreciated in this regard.

Dr. VSK Reddy
Principal
Malla Reddy College of Engineering & Technology
(Autonomous Institution - UGC, Govt. of India)
Maisammaguda, Dhulapally, Secunderabad-500103.
March 08, 2019

CONSTITUTION OF DEPARTMENTAL NBA COORDINATION COMMITTEE

As you are kindly aware, our institution has applied for National Board of Accreditation (NBA) for the renewal and it has been observed that, there is huge amount of data collected under various heads for uploading online e-SAR NBA application. In view of this, the following committee has been constituted for the maintenance of the files and documentation required for the NBA program in the MBA department.

NBA coordinators:

1. Prof G. Naveen Kumar, Assoc. Professor & HOD
   Chairman
2. Dr. IJ Raghavendra, Asssoc. Professor
   Coordinator
3. Dr. R. Durga, Assoc. Professor
   Coordinator

Your cooperation and support is highly appreciated in this regard.

/Dr. VSK Reddy
Principal

Malla Reddy College of Engineering & Technology
(Autonomous Institution - UGC, Govt. of India)
Maisammaguda, Dhulapally, Secunderabad-500100.
CONSTITUTION OF DEPARTMENTAL NBA COORDINATION COMMITTEE

As you are kindly aware, our institution has applied for National Board of Accreditation (NBA) for the renewal and it has been observed that, there is huge amount of data collected under various heads for uploading online e-SAR NBA application. In view of this, the following committee has been constituted for the maintenance of the files and documentation required for the NBA program in the H&S department.

NBA coordinators:

1. Dr. V. Madhusudhan Reddy, Assoc. Professor & HOD  
   Chairman

2. Dr. V. Neeraja, Assoc. Professor  
   Coordinator

3. Dr. P. Shekar, Assoc. Professor  
   Coordinator

Your cooperation and support is highly appreciated in this regard.

/\___________________________\  \___________________________\  \___________________________\  \___________________________\  
Dr. VSK Reddy  
Principal

Malla Reddy College of Engineering & Technology  
(Autonomous Institution - UGC, Govt. of India)  
Maisammaguda, Dholapally, Secunderabad-500100.
PLANNING COMMITTEE

The composition and functions of Planning committee are given below

Sri. Ch. Mahender Reddy, Secretary, MRGI – Chairman
Dr. VSK Reddy, Principal – Convenor
Dr. M. Murali Krishna – Member
Prof. P. Sanjeeva Reddy, Director, ECE – Member
Prof. K. Kailasa Rao, Director of CSE&IT – Member
Dr. PHV Sesha Talpa Sai, HOD & Director, R&D – Member
Dr. S. Srinivasa Rao, Head of ECE – Member
Dr. D. Sujatha, Head of CSE – Member
Dr. M. Amarnadha Reddy, Professor – Member
Dr. G. Sharada, Head of IT – Member
Dr. B. Jyothi, Head of EEE – Member
Prof. Misba Mehdi, Professor – Member
Dr. V. Madhusudhana Reddy, Head of H&S – Member
Prof. G. Naveen Kumar, Head of MBA – Member
Mr. B. Rajeshwar Reddy, Administrative Officer – Member

Term of members: 2 years

Functions:

The Planning Committee is very essential for establishing a road map of progress for the institution from time to time. It should also monitor the progress from time to time. The Committee plans major tasks such as addition of new UG/PG programme and/or applying for additional intake for the existing programmes. It also plans the building required in the campus as also the need for providing facility to the students to concentrate on their education.

July 11, 2017
CONSTITUTION OF R & D COMMITTEE

Malla Reddy College of Engineering & Technology (MRCET) is presently recognized as a brand of excellence in terms of imparting quality engineering education, introducing training programs for acquiring various skills as well as providing ample placement opportunities for the student community. As you are aware, Research plays a very vital role in the development and growth of the institution. The institution is also recognized as a Research Center by the parent university JNTU Hyderabad. The college is already having well established startups and technology business incubator and it is felt that there is a need to motivate the faculty members to get involved in R&D projects, industrial consultancy, applying for patents and to publish papers in National/International Journals.

In order to achieve the above mentioned objectives, an R & D committee is hereby constituted with the following members.

<table>
<thead>
<tr>
<th>S.No</th>
<th>Name</th>
<th>Department</th>
<th>Role</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Dr. VSK Reddy</td>
<td>ECE</td>
<td>Professor &amp; Principal</td>
</tr>
<tr>
<td>2</td>
<td>Dr. PHV Sesha Talpa Sai</td>
<td>MECH</td>
<td>Convener</td>
</tr>
<tr>
<td>3</td>
<td>Dr. M. Sucharitha</td>
<td>ECE</td>
<td>Member</td>
</tr>
<tr>
<td>4</td>
<td>Dr. P. Srikar</td>
<td>MECH</td>
<td>Member</td>
</tr>
<tr>
<td>5</td>
<td>Dr. V. Chandrasekhar</td>
<td>CSE</td>
<td>Member</td>
</tr>
<tr>
<td>6</td>
<td>Dr. A. Mummoorthy</td>
<td>IT</td>
<td>Member</td>
</tr>
<tr>
<td>7</td>
<td>Dr. R. Ajith Raj</td>
<td>ANE</td>
<td>Member</td>
</tr>
<tr>
<td>8</td>
<td>Dr. K.V. Subba Rao</td>
<td>MBA</td>
<td>Member</td>
</tr>
<tr>
<td>9</td>
<td>Dr. N. Kamalamoorthy</td>
<td>EEE</td>
<td>Member</td>
</tr>
<tr>
<td>10</td>
<td>Dr. V. Neeraja</td>
<td>H&amp;S</td>
<td>Member</td>
</tr>
<tr>
<td>11</td>
<td>Mr. Aniket Trivedi</td>
<td>ECE</td>
<td>Member</td>
</tr>
<tr>
<td>12</td>
<td>Mr. ALS Brahma Reddy</td>
<td>MECH</td>
<td>Member</td>
</tr>
<tr>
<td>13</td>
<td>Mr. Thota Siva Ratna Sai</td>
<td>CSE</td>
<td>Member</td>
</tr>
<tr>
<td>14</td>
<td>Mr. M. Nanda Kishore</td>
<td>MBA</td>
<td>Member</td>
</tr>
</tbody>
</table>

All the members of the R&D committee are instructed to take-up the task seriously by involving co-faculty members and students of their concerned departments.
STUDENTS WELFARE & EXTRA CURRICULAR ACTIVITIES COMMITTEE

The composition and the functions of the committee are given below

Dr. VSK Reddy, Principal – Chairman
Dr. M. Murali Krishna – Member
Prof. P. Sanjeeva Reddy, Director, ECE – Member
Prof. K. Kailasa Rao, Director of CSE&IT – Member
Prof. G. Naveen Kumar, Head of MBA – Member
Dr. V. Madhusudhana Reddy, Head of H&S – Member
Mr. B. Rajeshwar Reddy, A.O – Member
Mr. E. Raja Gopal, Physical Director – Member

Functions:
This Committee is very vital for the institution which has to maintain very close rapport with the students. The committee should understand the trials and tribulations of students and their feelings, difficulties experienced examined within and outside the campus etc. The committee has to respond to these aspects without procrastination. Ragging is a menace facing every institution in our state and elsewhere. Many instances of indiscipline either because of ragging or otherwise should be enquired into and the guilty has to be punished. Unless, this is done very effectively, the discipline in the institution cannot be maintained.

The co-curricular and extra curricular activities are for all students. The personality development of the students is very important failing which he / she will come out of educational institution as half-baked product. This can be changed and assured through improvement of soft skills i.e. group discussions skills, interview facing skills, written and oral comprehension, may carry almost 60% in the selection process. Organization of professional society activities, which improve building interpersonal behavioral skills, communication skills etc. is important. ISTE, IEEE, IETE, IIF chapters.

The students also must take part in various extra curricular activities such as games, sports, literary and cultural activities. They should be also advised to develop a interpersonal behavioral skills so that they will develop the ability to working in a group.
CONSTITUTION OF UGC GRANTS MONITORING AND REVIEW COMMITTEE (UGC GMRC)

Malla Reddy College of Engineering and Technology (MRCET) is established in 2004, approved by AICTE, New Delhi and affiliated to JNT University, Hyderabad. The MRCET College is offering B.Tech and M.Tech Programmes in the areas of Computer Science and Engineering, Electronics & Communication Engineering, Information Technology, Aeronautical Engineering, Mechanical Engineering, Mining Engineering and Master of Business Administration (MBA). The college has NBA accreditation for both Engineering and Management programs and NAAC with ‘A’ Grade. The Institution is certified with ISO 9001:2008. We are happy to inform that the Institute got Fresh UGC Autonomous Status from the academic year 2015-2016 for six years.

As per UGC Autonomous norms, an UGC Grants Monitoring and Review Committee (UGC GMRC) is to be constituted. The constitution of the committee is as follows:

1. Prof P Sanjeeva Reddy, Director, ECE
2. Mrs B Jyothi, Associate Professor, ECE
3. Mrs M Anusha, Assistant Professor, ECE
4. Mrs D. Radha, Associate Professor, CSE

Chairman

Member

Member

Member

Functions:
The main function of UGC GMRC is to monitor and review the eligibility for claiming the Financial Assistance from UGC under various activities stipulated below.

- Guest/visiting faculty
- Orientation and re-training of teachers.
- Re-designing courses and development of teaching/learning material
- Workshop and seminars
- Examination reforms
- Office equipment, teaching aids and laboratory equipment
- Furniture for office, classrooms, library and laboratories
- Library equipment, books/journals
- Expenditure on meetings of the governing body and committees
- Honorarium to Controller of Examinations (full-time) not exceeding Rs. 8000/-p.m.
- Accreditation (NAAC) fee
- Renovation and repairs not leading to construction of a new building
- Extension Activities

Copy to: 1. Prof P Sanjeeva Reddy, Director, ECE
2. Mrs B Jyothi, Associate Professor, ECE
3. Mrs M Anusha, Assistant Professor, ECE
4. Mrs D. Radha, Associate Professor, CSE
INSTITUTIONAL QUALITY ASSURANCE CELL (IQAC)

The composition and the functions of the committee are given below

Dr. VSK Reddy, Principal – Chairman
Dr. M. Murali Krishna, Dean – Member
Prof. P. Sanjeeva Reddy, Director of ECE – Member
Dr. S. Srinivasa Rao, Professor, ECE – Member
Dr. D. Sujatha, Professor, CSE – Member
Dr. PHV Sesha Talpa Sai, Director, R&D – Member
Dr. G. Sharada, Professor, IT – Member
Dr. M. Amarnadh Reddy, Professor – Member
Dr. V. Madhusudhan Reddy, Professor, H&S – Member
Prof. G. Naveen Kumar, Professor, MBA – Member
Mr. B. Eshwar, Sarpanch, Gundlapochampally – Member
Mr. M. Shashikanth, MD, Volksoft Technologies Pvt. Ltd., – Member
Mr. Roopak Jada (Alumni) – Member
Mr. G. Prakash Raj, (ECE Student) – Member
Mr. Manasi Joshi (CSE Student) – Member
Mr. B. Rajeshwar Reddy, Administrative Officer – Member

Functions:

1. The cell will be responsible for maintaining the complete documentation and records as per the UGC, NAAC and NBA requirements.
2. The cell will be responsible for taking care of Feedback from students, Parents and other Stake holders on quality related institutional processes.
3. The cell will be responsible for conducting the Academic Audit to each department and prepare the reports.
4. The cell will be responsible for the regular submission of AQAR (Annual Quality Assurance Report) and QRs (Quality Reports).
5. To organize inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles.
6. The cell will be responsible for documentation of the various programmes/ activities of the college, leading to quality improvement.
DISCIPLINE COMMITTEE

The composition and the functions of the committee are given below

Dr. M. Murali Krishna, Dean, MRCET – Chairman
Prof. P. Sanjeeya Reddy, Director of ECE – Vice-Chairman
Prof. K. Kailasa Rao, Director of CSE&IT – Member
Prof. P. Sanjeeya Reddy, Director of ECE – Member
Dr. S. Srinivasa Rao, Professor, ECE – Member
Dr. D. Sujatha, Professor, CSE – Member
Dr. G. Sharada, Professor, IT – Member
Dr. V. Madhusudhan Reddy, Professor, H&S – Member
Prof. G. Naveen Kumar, Professor, MBA – Member
Mr. B. Rajeshwar Reddy, AO – Member
Dr. E. Raja Gopal, Physical Director – Member

Functions:

1. Rules governing good discipline and behaviors to be formulated and displayed prominently in every department.
2. To initiate appropriate punitive action in the event a student is involved in an act of indiscipline.

Dr. VSK Reddy
Principal
PRINCIPAL
Malla Reddy College of Engg. & Technology
UGC AUTONOMOUS INSTITUTION
Maisammaguda, Dhulapally, Secunderabad-500 100.

July 31, 2019
CANTEEN COORDINATION COMMITTEE

The composition and the functions of the committee are given below

Mr. B. Rajeshwar Reddy, A.O  – Coordinator
Prof. T. Satish Kumar (MBA)  – Member
Mr. R. Chinna Rao (ECE)  – Member
Mr. M. Sambasivudu (CSE)  – Member
Mr. G. Saradha Reddy (H&S)  – Member
Mr. M. Yugendar (ANE)  – Member
Mr. A. Sridhar (MECH)  – Member
Mr. P. Raji Reddy (EEE)  – Member

Functions:

1. To make periodic exists to the canteen to ensure that premises are kept neat and clean.
2. To ensure that cooking si done in a hygienic environment in kitchen.
3. To sample the canteen food on a random basis to assess its taste and quality.

Dr. VSK Reddy
Principal

MALLA REDDY COLLEGE OF ENGINEERING & TECHNOLOGY
(Autonomous Institution – UGC, Govt. of India)
(Affiliated to JNTU, Hyderabad, Approved by AICTE - Accredited by NBA & NAAC – 'A' Grade - ISO 9001:2015 Certified)
Maiṣamīmaguda, Dhulapally, Kommaally, Secunderabad – 500100, Telangana State, India.

August 06, 2018
CAMPUS MAINTENANCE & MONITORING COMMITTEE

The composition and the functions of the committee are given below

Mr. B. Rajeshwar Reddy, AO – Coordinator
Dr. V. Madhusudhana Reddy, HOD, H&S – Member
Prof. G. Naveen Kumar, MBA – Member
Mr. G. Ravi, Assoc. Professor, CSE – Member
Mr. R. Chinna Rao, Asst. Professor, ECE – Member
Mr. J. Sandeep, Asst. Professor, ANE – Member
Mr. P. Srinivasa Rao, Asst. Professor, IT – Member
Mr. D. Damodar Reddy, Assoc. Professor, MECH – Member
Mr. G. Sarabha Reddy, Asst. Professor, H&S – Member
Dr. E. Raja Gopal, Physical Director – Member
Mr. Srinivas, Supervisor – Member

Functions:

1. To take a tour round the buildings and campus at frequent intervals. To check classes/labs etc., for its neatness give suggestions where necessary for development of overall campus neatness.
WOMEN’S PROTECTION AND HARASSMENT CELL

The composition and the functions of the committee are given below

Dr. B. Jyothi, Professor – Chairman
Prof. Misba Mehdi, Professor – Member
Dr. V. Neeraja, Professor (H&S) – Member
Mrs. D. Radha, Assoc. Professor (CSE) – Member
Mrs. M. Anusha, Asst. Professor (ECE) – Member
Mrs. Novy Jacob, Asst. Professor (IT) – Member
Mrs. B. Smitha, Assoc. Professor (ANE) – Member
Mrs. MLR Lahari, Assoc. Professor (MECH) – Member
Mrs. G. Archana, Assoc. Professor (MBA) – Member
Mrs. B. Harika, Asst. Professor (H&S) – Member

Functions:

1. To create awareness amongst students and staff about the problems faced by women all strata due to gender issues and provide an environment of gender justice where men and women work together with a sense of personal security and dignity. Disseminates knowledge about rights and laws related to women. Create a sense of responsibility in the students to develop healthy study and work culture in the college. Promote enhancement of the self-esteem and self-confidence of girl students and women staff.

Dr. VSK Reddy
Principal
PRINCIPAL
Malla Reddy College of Engg. & Technology
UGC AUTONOMOUS INSTITUTION
Maisammaguda, Dholapally, Secunderabad-500:100
SPORTS COMMITTEE

The composition and the functions of the committee are given below

Dr. E. Raja Gopal, Physical Director – Coordinator
Mr. B. Vijay Kumar, Asst. Physical Director – Member
Mr. M. Jayapal, Assoc. Professor, CSE – Member
Mr. Ch. Kiran Kumar, Asst. Professor, ECE – Member
Mr. P. Anish, Asst. Professor, ANE – Member
Mr. M. Vazralu, Asst. Professor, IT – Member
Mr. M. Harish, Assoc. Professor, MECH – Member
Mr. P. Raji Reddy, Asst. Professor, EEE – Member
Mr. M. Sharath Kumar, Asst. Professor, H&S – Member
Mr. K. Sudheer, Asst. Professor, MBA – Member

Functions:

1. Sports competitions inculcate the spirit of sportsmanship and positive attitude towards challenges among the students and prepare them for the life ahead. Sports, games and physical fitness occupy a place of importance in our institution. The students are actively involved in Football, volleyball, cricket, basketball, table tennis, throwball, and other on-field sports activities.
MALLA REDDY COLLEGE OF ENGINEERING & TECHNOLOGY
(Autonomous Institution – UGC, Govt. of India)
(Affiliated to JNTU, Hyderabad, Approved by AICTE - Accredited by NBA & NAAC – ‘A’ Grade - ISO 9001:2015 Certified)
Maisammaguda, Dhulapally, Kompally, Secunderabad – 500100, Telangana State, India.

March 06, 2017

MRCET NEWS LETTER & MAGAZINE EDITORIAL COMMITTEE

The composition and the functions of the committee are given below

Prof. P. Sanjeeva Reddy, Director, ECE – Chairman
Dr. V. Madhusudhana Reddy, HOD, H&S – Convenor
Prof. G. Naveen Kumar, MBA – Coordinator
Mr. G. Manoj Kumar, Assoc. Professor, CSE – Member
Mr. M. Anusha, Asst. Professor, ECE – Member
Mr. G. Dheeraj, Asst. Professor, ANE – Member
Mr. K. Sudhakar Reddy, Asst. Professor, IT – Member
Mr. M. Harish, Asst. Professor, MECH – Member
Mr. O. Saidulu Reddy, Asst. Professor, EEE – Member
Mr. B. Harini, Asst. Professor, H&S – Member

Functions:

1. To collect all necessary data and particulars form all departments / sections at frequent interval through the prescribed formats. Compiling them in the required format as news letter and arranging to send than to the concern members/departments/other institutes as desired.

Dr. VSK Reddy
Principal

PRINCIPAL
Malla Reddy College of Engg. & Technology
UGC AUTONOMOUS INSTITUTION
Maisammaguda, Dhulapally, Secunderabad-500 100.
MALLA REDDY COLLEGE OF ENGINEERING & TECHNOLOGY
(Autonomous Institution – UGC, Govt. of India)
(Affiliated to JNTU, Hyderabad, Approved by AICTE - Accredited by NBA & NAAC – ‘A’ Grade - ISO 9001:2015 Certified)
Malsamamuda, Dholapally, Komapally, Secunderabad – 500100. Telangana State, India.

June 08, 2019

TRAINING AND PLACEMENT CELL

The composition and the functions of the committee are given below

Prof. K. Kailasa Rao, Director of CSE&IT – Chairman
Prof. Misba Mehdi, Assoc. Professor, MBA – Coordinator
Prof. T. Satish Kumar, Assoc. Professor, MBA – Member
Mr. K. Malikarjuna Lingam, Assoc. Professor, ECE – Member
Mr. G. S. Naveen Kumar, Assoc. Professor, ECE – Member
Mr. M.V Kamal, Assoc. Professor, CSE – Member
Mr. D. Chandrasekhar Reddy, Assoc. Professor, CSE – Member
Mr. C. Daksheshwar Reddy, Asst. Professor, MECH – Member
Mr. I. Umamaheswar Rao, Assoc. Professor, IT – Member
Mr. M. Yugendar, Assoc. Professor, ANE – Member
Mr. G. Shekar Babu, Asst. Professor, EEE – Member
Mr. R. Rajashekar, Asst. Professor, H&S – Member

Functions:

1. To enhance employability skills of students by equipping them with an array of skills like Group discussion, Personal & Technical interview skills and soft skills to meet the requirements of Multi National Companies to make them technologically and professionally competent engineers.
2. To expose the students to the corporate work culture by organizing workshops, professional seminars, guest lectures and industrial training by experienced professionals from industry.
3. Creating, developing and maintaining necessary database of students as required by various companies. Visiting companies and presenting them about our college achievements, college facilities, performance level of students etc, and inviting companies to conduct campus interviews.
4. The T&P Cell works around the clock to ensure the students to the college gets placed in reputed companies. MRCEET attaches greater importance to the students in their overall development, particularly in communication skills, problem solving capabilities and value added programs. This kind of holistic development ensures that the students is transformed into a perfect fit in today’s competitive job market.

Dr. VSK Reddy
Principal
CAREER AND GUIDANCE CELL

The composition and the functions of the committee are given below

Prof. P. Sanjeeva Reddy, Director of ECE – Chairman
Mr. G. S. Naveen Kumar, Assoc. Professor, ECE – Convener
Dr. S. Shanthi, Professor, CSE – Member
Dr. R. Roopa Chandrika, Professor, IT – Member
Mr. K. Malikarjuna Lingam, Assoc. Professor, ECE – Member
Mrs. Renju Panicker, Asst. Professor, ECE – Member
Mrs. G. Archana, Assoc. Professor, MBA – Member
Mrs. L. Sushma, Asst. Professor, ANE – Member
Mrs. Sruthi Srinivasan, Asst. Professor, MECH – Member

Functions:

1. All the committee members have to make it convenient to attend the meetings which will be informed well in advance.
2. To invite professors form National universities and IITs to apprise the students about GATE, CAT competitive examinations and their importance.
3. To invite professors and academicians from Foreign Universities to explain higher education i.e, MS, MBA opportunities abroad including employment opportunities to students.
4. To identify the present-day technological requirements of the industry and the methods to acquire these skills.
5. Mentoring the students by senior faculty of the institute for their career developments.
NSS CELL

The composition and the functions of the committee are given below

Prof. T. Satish Kumar, Assoc. Professor, MBA  -  Coordinator
Mr. Y. Dilip Kumar, Assoc. Professor, MECH  -  Member
Mr. Maram Anantha Gupta, Asst. Professor, ECE  -  Member
Mr. G. Satish, Asst. Professor, CSE  -  Member
Mr. P. Praveen Kumar, Asst. Professor, IT  -  Member
Mr. P. Anish, Asst. Professor, ANE  -  Member
Mr. G. Sarabha Reddy, Asst. Professor, H&S  -  Member
Mr. I. Rajashekar, Asst. Professor, EEE  -  Member
Mr. M. Srinivas, Asst. Professor, MBA  -  Member

Functions:

1. To encourage the participation of the students in social service activities and to serve the rural neighbourhood, the college is setting up a NSS group with a Senior Professor supervising the whole activity
2. To plan, organize and conduct blood donation and other campus and social awareness activities such as feeding the poor students in the rural area with the help of NSS Members and students.

Dr. VSK Reddy
Principal

Malla Reddy College of Engg. & Technology
UGC AUTONOMOUS INSTITUTION
Maisammaguda, Dhulapally, Secunderabad-500 100.
PURCHASE COMMITTEE

The composition and the functions of the committee are given below

Dr. VSK Reddy, Principal – Chairman
Prof. P. Sanjeeva Reddy, Director of ECE – Member
Dr. S. Srinivasa Rao, Professor, ECE – Member
Dr. D. Sujatha, Professor, CSE – Member
Dr. PHV Sesh Talpa Sai, Director, R&D – Member
Dr. G. Sharada, Professor, IT – Member
Dr. M. Amarnadha Reddy, Professor – Member
Prof. Misba Mehdi, Professor – Member
Dr. B. Jyothis, Professor, ECE – Member
Dr. V. Madhusudhan Reddy, Professor, H&S – Member
Prof. G. Naveen Kumar, Professor, MBA – Member

Functions:

1. To committees will function as per the guidelines of the institution.
2. The committee should meet whenever necessary to identify the items or the package of items to be purchased as per requirement of various departments.
3. Purchase committee has to understand the specifications of the items to be purchased.
4. Purchase committee has lay down terms and conditions and specifications for direct contract and shopping.
5. All decisions of committee should be forwarded to the BOG through procurement coordinator for approval.
6. The committee should maintain proper files