# MAHATMA GANDHI
## INSTITUTE OF TECHNOLOGY (Autonomous)
Kokapet(Village), Gandipet, Hyderabad, Telangana – 500075.    www.mgit.ac.in

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MOTIVATE
INNOVATE 27
EMPOWER YEARS

Dated: 01-08-2024

Minutes of the 3$^{rd}$ meeting of the "Internal Quality Assurance Cell" of MGIT for the Year 2024 held on 01.08.2024 at 11.00 A.M. in the Conference Hall at Mahatma Gandhi Institute of Technology (A), Gandipet, Hyderabad.

At the outset, Dr. P. Ram Kishore Kumar Reddy, IQAC coordinator welcomed the Chairperson of the committee Dr. G. ChandraMohan Reddy, Principal and all the other members present.

➤ Coordinator, IQAC briefed the agenda points of the 3$^{rd}$ meeting for the year 2024 and requested the Chairperson, IQAC to conduct the proceedings.
➤ The following agenda points were discussed during the meeting and resolved to implement them, as shown here under

| S. No. | Agenda point | Resolution |
|---|---|---|
| 1 | To confirm the minutes of last meeting held on 03$^{rd}$ May' 2024 | The Chairperson of IQAC reviewed and confirmed the minutes of the 2$^{nd}$ meeting of IQAC for 2024, held on 03$^{rd}$ May 2024. Since there were no further suggestions received on the minutes circulated, the minutes are confirmed |
| 2 | To discuss the formation of new IQAC Constitution Committee effective from the AY 2024-25 | The Chairperson of IQAC resolved to form a new IQAC Constitution Committee, effective from the academic year 2024-25, to streamline processes and ensure compliance with academic and administrative standards. And, also informed the Coordinator, IQAC to form a new Constitution Committee as per the guidelines given by NAAC |
| 3 | To review the nomination of two faculty members from each department for the preparation of AQAR 2024-25 | The Chairperson of IQAC suggested to nominate two faculty members from each department for the preparation of AQAR 2024-25, ensuring a diverse representation in the process. And, also informed the Coordinator, IQAC to send the circular to collect the names from each department |
| 4 | To conduct the Academic & Administrative Audit (AAA), and Course Level Academic Audit for AY 2023-24 I & II-Semester - tentative dates to be proposed | The members of IQAC resolved to conduct Academic & Administrative Audit (AAA), and Course Level Academic Audit for the I & II-Semester of AY 2023-24 in the month of October' 2024. The Chairperson of IQAC informed the Coordinator, IQAC to prepare the circular pertaining to the audit, ensuring thorough evaluation of course delivery and academic standards |

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|---|---|---|
| 5 | To organize an Alumni Meet and Greet for AY 2024-25 to enhance alumni engagement and collaboration | The members approved organizing an Alumni Meet and Greet for AY 2024-25 to foster stronger alumni relations, enhance engagement, and explore opportunities for collaboration and support from alumni |
| 6 | To propose and implement green energy initiatives on campus, in coordination with reputed organizations | The members of IQAC opined that green energy initiatives on campus to be implemented, in coordination with reputed organizations such as IITH, IIITH, etc. The objective is to reduce the campus's carbon footprint while promoting sustainable energy practices through the active involvement of various departments |
| 7 | Any other item with permission of Chair | Chairperson, IQAC proposed the date for the 4th meeting of IQAC for the year 2024 and all the members unanimously agreed to meet during the 3rd week of December 2024.<br>The meeting concluded with a formal Vote of Thanks by the coordinator, IQAC. |

Dr. P. Ram Kishore Kumar Reddy
Coordinator, IQAC

Dr. G. ChandraMohan Reddy
Chairman, IQAC & Principal

**Coordinator**
**Internal Quality Assurance Cell (IQAC)**
**Mahatma Gandhi Institute of Technology**
**Gandipet, Hyderabad-500 075.**

**Chairperson**
**Internal Quality Assurance Cell (IQAC)**
**Mahatma Gandhi Institute of Technology**
**Gandipet, Hyderabad-500 075.**

Copy:

1. All the Members of the Committee
2. IQAC File