ACE
Engineering College
An Autonomous Institution
Ghatkesar (M), Medchal (D), Hyderabad, Telangana State-501 301
(NBA Accredited B.Tech Courses Accredited NAAC with A Grade 3.20 CGPA)
website: www.aceec.ac.in

ACEEC/IQAC/2025-26/Circular/02   Date: 25.08.2025

CIRCULAR

All Heads of Departments, Coordinators, and concerned faculty are hereby informed that the Internal Quality Assurance Cell (IQAC) has scheduled the following academic and quality enhancement activities for the Academic Year 2025–26 during August 2025:

1. **Initiation of Academic Audit** – 1st Week of August 2025
   - Responsible: IQAC and all Departments
2. **Meeting with Research & Development Cell** – 1st Week of August 2025
   - Participants: Head R&D Cell, HoDs, Director (R&D), Publication In-charge, IPR Cell
3. **Capacity Building Workshop Series: Leadership Workshop for HoDs & Sectional Heads** – 2nd Week of August 2025
   - Responsible: NBA Coordinator
4. **Development / Updation & Implementation of Quality Benchmarks** – 3rd Week of August 2025
   - Responsible: HoDs, Director & IQAC
5. **Feedback Initiation (IV, III & II B. Tech I-Sem Midterm)** – 3rd Week of August 2025
   - Responsible: IQAC
6. **Meeting with Career Development Cell (CDC) on Strategies & Action Plan** – 4th Week of August 2025
   - Participants: T&P Cell, HoDs, Director
7. **Meeting with Learning Resource Center (Library)** – 4th Week of August 2025
   - Participants: HoDs, Director for Advancement, IQAC

All concerned members are requested to actively participate and ensure timely execution of the activities.

Convener - IQAC   Chairperson - IQAC

Copy to: All the HoDs, R&D Cell, Director - Placements

Dept.	Civil	EEE	ME	ECE	CSE	IT	CSM	CSD	CSO	AID	AIM	H&S	Placements	R&D
HoD														

For ACE ENGINEERING COLLEGE

General Secretary

ACE
Engineering College
An Autonomous Institution
Ghatkesar (M), Medchal (D), Hyderabad, Telangana State-501 301
(NBA Accredited B.Tech Courses Accredited NAAC with A Grade 3.20 CGPA)
website: www.aceec.ac.in

ACEEC/IQAC/2025-26/Minutes/02   Date: 26.08.2025

Minutes of Meeting & Action Taken Report

Agenda & Proceedings

1. **Initiation of Academic Audit (1st Week, August 2025)**
   o Action Taken: Academic Audit process initiated across all departments. Formats for departmental self-assessment shared by IQAC.
2. **Meeting with Research & Development Cell (1st Week, August 2025)**
   o Action Taken: Strengthening of publication targets, patent filing process streamlined, R&D monitoring committee constituted.
3. **Capacity Building Workshop (2nd Week, August 2025)**
   o Action Taken: Leadership Workshop successfully conducted for HoDs & Sectional Heads. Resource person: NBA Coordinator.
4. **Development / Updation of Quality Benchmarks (3rd Week, August 2025)**
   o Action Taken: Revised benchmarks for teaching-learning, research output, placements, and infrastructure submitted by HoDs; consolidated report prepared by IQAC.
5. **Feedback Collection (3rd Week, August 2025)**
   o Action Taken: Feedback collected from students of IV, III, II B. Tech Midterm. Report prepared and shared with HoDs for necessary improvements.
6. **Meeting with Career Development Cell (4th Week, August 2025)**
   o Action Taken: CDC finalized strategy for placement readiness. Action plan includes aptitude training, coding practice sessions, and industry expert talks.
7. **Meeting with Learning Resource Center (4th Week, August 2025)**
   o Action Taken: The committee resolved to initiate the purchase of the required R25 Regulation textbooks at the earliest to support the current curriculum.

. Decisions & Resolutions

- **Academic Audit Reports** to be consolidated and submitted to IQAC by 15th September 2025.
- **R&D Cell** to submit quarterly publication & patent progress report.
- **Feedback Implementation**: HoDs to submit action taken on student feedback before next IQAC meeting.
- **Career Development Cell (CDC)** to prepare placement-readiness status report by 20th September 2025.
- **Library Committee** to complete procurement of R25 Regulation textbooks by September 2025.
- **Next IQAC Meeting** is scheduled in the last week of September 2025, where follow-up reports and compliance will be reviewed.

For ACE ENGINEERING COLLEGE

General Secretary

S.No	Name of the Member	Department	Role
1	Dr.M.Kesava Reddy	Principal	Chairman
2	Dr.R.Suresh	HOD-AI&DS	Convener
3	Mrs. M. Padmavathi	Joint Secretary	Member
4	Dr.M.Murali	Dean,SDE&II	Member
5	Dr.M.Srinivasa Rao	Controller of Examinations	Member
6	Dr. Khaleel Ur Rahaman Khan	Dean, Academics	Member
7	Dr. M.V. VijayaSaradhi	HOD-CSE(IoT), Dean (Govt Relations & Academic Grants)	Member
8	Dr. Y. Chakrapani	Dean, ECE	Member
9	Dr. Ch. Vijay Kumar	HOD-CSE	Member
10	Dr. M. Prasad	HOD-EEE	Member
11	Dr. ShaikSaleemmiya	HOD-CE	Member
12	Prof. K. Jaya Bharathi	HOD-IT	Member
13	Dr. S. Kavitha	HOD-CSE(AI&ML)	Member
14	Dr. P. Chiranjeevi	HOD-CSE(DS)	Member
15	Dr. K. Prem Kumar	HOD-AI&ML	Member
16	Dr. Kore Mahesh	HOD-ME	Member
17	Mrs. C. Shobha Reddy	H&S	Member
18	Mr.Sandeep	Being Zero	Member
19	Ms.Bhavana	Software Development Engg. Amazon, Alumni	Member
20	Ms. Koganti Lakshmi Durga	Technical Writer, Catalyst Switching, CN Tech Comms CISCO Systems Inc.	Member

Convener - IQAC   **Chairperson - IQAC**

For ACE ENGINEERING COLLEGE

General Secretary