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/01   Date: 5.07.2025

CIRCULAR

The Internal Quality Assurance Cell (IQAC) has finalized the Activity Calendar for August–December 2025. All concerned departments are hereby informed to plan and execute the activities as per the following schedule:

Highlights of Activities (Aug–Dec'2025):

- **August 2025**: Academic Audit initiation, R&D Cell meeting, Leadership Workshop, Feedback collection & analysis, CDC and Library meetings.
- **September 2025**: Capacity building workshops, IIIC meeting, AQAR initiation, Innovation Cell meeting, Internal Academic Audit, GRO meeting, Quarterly IQAC Committee Meeting.
- **October 2025**: External Administrative & Academic Audit, Endterm Feedback initiation, Pedagogy Audit.
- **November 2025**: Feedback analysis, Department Action Plans, OBE Workshop.
- **December 2025**: AQAR review, Innovation & Incubation workshop, Action Taken Reports, Quarterly IQAC Meeting, Compilation & Submission of AQAR.

All HoDs, coordinators, and faculty members are requested to extend full cooperation and ensure timely completion of the assigned tasks.

Convener - IQAC   Chairperson - IQAC

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

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

For ACE ENGINEERING COLLEGE

General Secretary

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Date: 7-7-2025

MINUTES OF THE MEETING

Agenda:

1. Finalization of IQAC Academic Activity Calendar for August–December 2025.
2. Scheduling of internal/external audits, feedback collection, and capacity-building workshops.
3. Review of AQAR preparation timelines.

Proceedings:

1. The committee reviewed the proposed activity plan for August–December 2025 and approved the **32-point calendar**.
2. It was decided that:
   - Academic Audit (Internal & External) will be conducted in August, September, and October 2025.
   - Feedback Collection & Analysis (Midterm & Endterm) will be carried out by IQAC in August, October, and November 2025.
   - Capacity Building Workshops will focus on Leadership (August), Question Paper Setting (September), Outcome-Based Education (November), and Innovation/Incubation (December).
   - AQAR preparation will start from September 2025, with final compilation and submission in December 2025.
   - Meetings with supporting cells (R&D, CDC, IIIC, GRO, Innovation, LRC, AO) will be scheduled as per calendar.
3. All HoDs and coordinators were instructed to maintain proper documentation of departmental activities and submit required reports in advance.
4. The next review meeting of IQAC will be held in August 2025.

Resolutions:

- The Activity Calendar for August–December 2025 is approved.
- All departments/sections must adhere strictly to timelines.
- IQAC will monitor progress and submit a consolidated status report in December 2025.

For ACE ENGINEERING COLLEGE

General Secretary
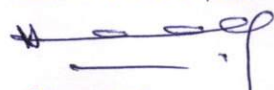
- **IQAC Members Present**

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

Meeting Concluded with Thanks to the Chair.

Convener - IQAC   Chairperson - IQAC

For ACE ENGINEERING COLLEGE

General Secretary