

**NICMAR UNIVERSITY OF CONSTRUCTION STUDIES
HYDERABAD**

**Meeting No. 35/2025-26/ IQAC-04
(Internal Quality Assurance Cell Meeting)**

Minutes of Meeting

Agenda – IQAC

24th September, 2025 at 14:30

| Item No | Description |
|---------|--|
| 01 | Welcome Note by the Vice-Chancellor. |
| 02 | Presentation of the Action Taken Report on decisions made during the 3rd IQAC meeting. |
| 03 | Deliberation and finalization of IQAC's quarterly action plan, including finalization of key quality metrics and documentation practices, preparation for NAAC AQAR pre-work, strengthening of student feedback, academic audits, and departmental reporting mechanisms. |
| 04 | Discussion and approval of training workshops for faculty and administrative staff. |
| 05 | Any Other Subject with the Permission of the Chair. |



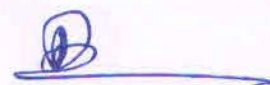
Minutes of the Meeting

Minutes of the fourth Internal Quality Assurance Cell (IQAC) meeting of NICMAR University of Construction Studies, Hyderabad held on Wednesday, 24th September 2025 @14:30 in the meeting room, Ground floor, Nandighosh, NICMAR University of Construction Studies, Hyderabad.

Members Present:

The Following members were present

| S. No. | Designated Member | Nominated Designation | Participated as | Attendance |
|--------|--------------------------------|---|-----------------|------------|
| 1 | Dr. Indrasen Singh | Vice Chancellor (I/c) | Chairperson | Present |
| 2 | Dr. T Seshadri Sekhar | Registrar (I/c) | Member | Absent |
| 3 | Dr. R Sathish Kumar | Interim Dean (Academics) | Member | Present |
| 4 | Dr. V Srihari | Interim Dean (SoECT) | Member | Present |
| 5 | Dr. R Venkatesan | Interim Dean (IQAC) | Member | Present |
| 6 | Dr. Arun Chandramohan | Professor | Member | Present |
| 7 | Dr. Sarbesh Mishra | Interim Dean (SoEXE, Placement, & Industry Relations) | Member | Absent |
| 8 | Dr. S. V. S. Rajaprasad | Interim Controller of Examinations | Member | Absent |
| 9 | Dr. V. Pramadha | Interim Dean – Alumni Affairs | Member | Present |
| 10 | Dr. P. Ammani | Interim Dean – R&D | Member | Absent |
| 11 | Dr. P. Muralidhar | Interim Dean – Student Welfare | Member | Present |
| 12 | Dr. M. Rajasekhar | Interim Head – Incubation | Member | Present |
| 13 | Prof. K. Ravindranadh Chowdary | Interim Head -Research | Member | Present |
| 14 | Ms. B. Kavitha | Senior Assistant Librarian | Member | Present |
| 15 | Mr. Narayan Rao K | CHRO, KMV Group | Member | Absent |
| 16 | Dr. Venkata Santosh | Associate Professor, IIT Bombay | Member | Absent |
| 17 | Mr. Ravindra Wani | Management Representative | Member | Present |



| | | | | |
|----|-----------------------|----------------------|--------|---------|
| 18 | Mr. Durgam Vikas | Student Co-Ordinator | Member | Present |
| 19 | Ms. Saumya Nagrale | Student Co-Ordinator | Member | Present |
| 20 | Mr. Venkat Rao Badugu | Parent | Member | Present |

Dr. Indrasen Singh, Vice-Chancellor was requested to occupy the chair.

The meeting of the members was called upon to discuss and transact the following business:

To grant leave of absence, if any:

All Members were present for the meeting except Dr. T. Seshadri Sekhar, Dr. Sarbesh Mishra, Dr. S.V.S Rajaprasad, Dr. P. Ammani, Mr Narayana Rao, and Dr. Venkata Santhosh.

Item No. 01: Welcome note by Vice-Chancellor

Dr. Indrasen Singh Vice-Chancellor (I/c) has welcomed all members to the fourth meeting of the Internal Quality Assurance Cell (IQAC) at NICMAR University of Construction Studies, Hyderabad, and emphasized the importance of continuous quality assurance and institutional readiness for accreditation and rankings.

Item No. 02: Presentation of the Action Taken Report on decisions made during the 3rd IQAC meeting.

Dr. R Venkatesan, Interim Dean – IQAC, presented a detailed action taken report. Major decisions from the previous meeting were reviewed, and members noted satisfactory progress on most action points and unanimously approved.

Key points included:

- **New faculty orientation programme** successfully conducted on **13th August 2025**.
- Another **capacity-building programme proposed for 01st October 2025** for all faculty, to be facilitated by an **external expert (Dr. A. Abudhahir, BS Abdur Rahman Crescent Institute of Science & Technology, Chennai; NAAC Assessor, AICTE-Margadarshak)**.
- National Education Policy (NEP) 2020: Draft structure of the committee is being prepared by IQAC in consultation with the Vice-Chancellor's office.
- Proposals from potential consultancy agencies are being explored.

RESOLVED THAT the Minutes of the 3rd and the Action Taken Report (ATR), which were presented are hereby **unanimously approved**.

(Resolution No.:IQAC-04/2025-01)

Item No. 03: Deliberation and finalization of IQAC's quarterly action plan, including finalization of key quality metrics and documentation practices, preparation for NAAC AQAR pre-work, strengthening of student feedback, academic audits, and departmental reporting mechanisms.

The Head of IQAC, Dr. K.H.S.S. Phanindra, presented the quarterly action plan NAAC documentation rollout and systematic data collection.

Decisions Taken:

1. Rollout of NAAC documentation process for all seven criteria.
2. Re-formation of Criteria Teams – members to be identified/confirmed by the first week of October 2025.
3. Standardized documentation formats approved.
4. Orientation & training sessions for criteria teams to be organized in October 2025.

Quarterly Priority: NAAC documentation rollout and systematic data collection.

A roadmap will be prepared aligning NAAC documentation efforts with NIRF, AACSB, and QS benchmarks.

Mr. Ravindra Wani, Management Representative, advised that the institution should plan to apply for the National Institutional Ranking Framework (NIRF) after two years. Additionally, accreditation processes should be initiated within one year. Reconstitute the existing IQAC Committee in line with institutional requirements and NAAC guidelines. He emphasized seeking support from the NICMAR Pune campus to facilitate these processes. Proposed to allocate a specific budget and location to meet the recurring expenditure of the IQAC Cell such as stationery, files, ICT support including purchase of laptop, printer, and related accessories.

RESOLVED THAT the comprehensive quarterly action plan presented by the Head of IQAC, Dr. K.H.S.S. Phanindra, focusing on NAAC documentation rollout and systematic data collection, be and is hereby unanimously approved.

FURTHER RESOLVED THAT the IQAC Committee shall be reconstituted in line with institutional requirements and NAAC guidelines; the institution shall plan for NIRF application after two years and initiate other accreditation processes within one year, with support sought from the NICMAR Pune campus; and a specific budget and location shall be allocated for the recurring expenditure of the IQAC Cell, including the purchase of necessary ICT support equipment (laptop, printer, and related accessories).

(Resolution No.:IQAC-04/2025-02)



Item No. 4: Discussion and Approval of Training Workshops for Faculty and Staff.

The Committee reviewed the status of training and development activities. It was noted that the **Faculty Development Programme (FDP – Orientation)** for newly inducted faculty members was successfully conducted on **13th August 2025**.

Details of an upcoming training workshop were then presented. The program is scheduled for **01st October 2025**, and the trainer will be **Dr. A. Abudhahir**, Professor & Director (IQAC), B. S. Abdur Rahman Crescent Institute of Science & Technology, Chennai, an experienced NAAC Assessor, ABET Evaluator, and AICTE Certified Margadarshak.

The members engaged in discussion and affirmed that such focused workshops are highly valuable for ensuring **accreditation preparedness** and standardizing **documentation practices** across the institution.

RESOLVED THAT the successful conduct of the Faculty Development Programme (FDP – Orientation) for newly inducted faculty on **13th August 2025** be noted; and the upcoming training workshop scheduled for **01st October 2025**, to be conducted by the external expert **Dr. A. Abudhahir**, be and is hereby **unanimously approved by the Committee**, recognizing that such training is instrumental for **accreditation preparedness and documentation practices**.

(Resolution No.:IQAC-04/2025-03)

Item No.5: Any Other Subject with the Permission of the Chair

The Vice-Chancellor (VC) highlighted the importance of preparing a comprehensive Institutional Development Plan (IDP) to guide the institution's future growth and development.

Action Items:

- Initiate preparations for NIRF application to be submitted after two years.
- Begin accreditation processes within one year.
- Coordinate with NICMAR Pune campus for support.
- Draft the Institutional Development Plan (IDP) at the earliest.
- Budget allocation to ICT resources for IQAC cell.
- Reconstitute the IQAC committee with necessary changes.



VOTE OF THANKS:

There being no other business to be transacted, the meeting concluded with a vote of thanks by the Chair.

Date: September, 24th 2025

Place: Hyderabad



**Chairman of IQAC
(Dr. Indrasen Singh)**