

MINUTES OF IQAC MEETING

July 2,2018

A meeting of newly constituted IQAC was held in the Principal's Chamber on July 2, 2018 (Monday). It was presided over by the Principal In-Charge to discuss the following agenda.

- ❖ Approve the Academic Calendar and Action plan for the New Academic year
- ❖ Constitution & Ratification of Committees.
- ❖ Any other matter with the permission of the Chair

Resolutions:

- ❖ Unanimously approved the Academic Calendar of the University and the Departments are urged to prepare the Action plan for the New Academic year and initiate measures for the successful implantation of the same.
- ❖ Resolved to approve the formation of different committees to manage Academic & Administrative matters efficiently.
- ❖ Resolved to direct all the departments to motivate the students to register in and pursue relevant Certificate Courses so that they can enrich their knowledge in the allied fields of study.
- ❖ Deliberated UG VI Semester results and expressed satisfaction over the pass percentage. Further, authorised the Principal to ask the Lecturers in charges of those Departments whose pass percentage is low to take necessary steps to improve the results.
- ❖ Resolved to conduct Orientation program on the facilities in the library for the newly admitted UG Students
- ❖ Resolved to augment existing Computer labs by purchasing eighteen new computers and the Principal is authorized to initiate necessary steps in this direction.
- ❖ Resolved to get the Handbook of the Institution printed.









Coordinator



Principal I/c

Members:

1.  D. Suresh
 2.  M. Sankar
 3.  S. Ramkishan
 4.  A. Srinivas
 5.  G. K. Srinivas
-  P. Srinivas

MINUTES OF IQAC MEETING

December 14, 2018

A meeting of newly constituted IQAC was held in the Principal's Chamber on December 14, 2018 (Friday). It was presided over by the Principal In-Charge to discuss the following agenda.

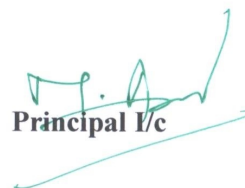
- ❖ Review of the last meeting's resolutions.
- ❖ Review of NSS & NCC Activities.
- ❖ Review of Activities of the Student Placement Cell.
- ❖ Any other matter with the permission of the Chair.

Resolutions:

- ❖ Review of the last meeting's resolutions
 - Institutional plan prepared based on Academic Calendar
 - Decentralization committees set up
 - Handbook printed and is given to the students
 - About hundred students of the college registered for various Certificate Courses offered by IGNOU
 - Orientation program for the I Semester students on the facilities in the library conducted
 - Eighteen new computers purchased and installed.
 - Action plan for the current Academic year prepared & is being followed.
- ❖ Reviewed various community service activities taken up by NSS & NCC
- ❖ Reviewed Activities of the Student Placement Cell & resolved to conduct a Placement Drive in collaboration with Skill Development Council.
- ❖ Resolved to get Academic Performance Indicators (APIs) prepared.
- ❖ Appreciated CDT P. Kondanjaneyulu, an NCC Cadet of the college who is selected to participate in the RDC Parade in New Delhi on 26.01.2019.

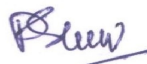
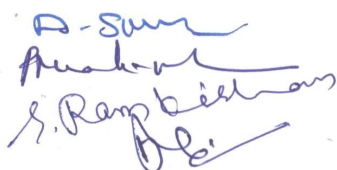


Coordinator



Principal I/c

Members:



MINUTES OF IQAC MEETING

April 4, 2019

A meeting of newly constituted IQAC was held in the Principal's Chamber on April 4, 2019 (Thursday). It was presided over by the Principal In-Charge to discuss the following agenda.

- ❖ Review of the last meeting's resolutions.
- ❖ Review of the functioning of the Committees.
- ❖ Preparation of Action plan for the next Academic year
- ❖ Any other matter with the permission of the Chair.

Resolutions:

- ❖ Review of the last meeting's resolutions
 - Expressed satisfaction over NSS & NCC Activities throughout the year
 - APIs of the faculty prepared & reviewed
- ❖ . Reviewed the Action plan for the next Academic year.

Action Plan of IQAC 2019-20

I. Curricular Aspect

Activities:

- The preparation of Academic curricular plan.
- To start new certificate courses and add-on courses.
- To continue Coaching Classes for Entry in Services, Remedial classes.
- To organize Interdisciplinary programmes such as commercial mathematics for linguistic students/ Computer Basics for BA students/ Basics of Accounts for Science Students.
- To organize orientation programmes for Newly admitted students.

II. Teaching, learning and evaluation

Activities:

- Continuation of mentor-ward system activities.
- Training in ICT enabled teaching and learning for staff and students.
- Encourage for accessing online study materials by students and staff.
- Encourage the use of library by staff and students.
- Conduct the annual exhibitions/projects by students.
- Use of ICT for teaching and learning to be encouraged.
- Continuous evaluation through assignments, seminars and project work, two internal examinations in each semester and regular monitoring of attendance.
- Teacher evaluation by structured questionnaire.
- PAT (Parents-Alumni-Teachers) meet to be organized twice in a year.

- Seek more collaboration with Alumni Association/Industrialists/professionals for providing training to students.
- Motivate the staff to organize continues Guest lecturers/Seminars/Workshops by each Department.
- Organize seminars by students.

III. Research, consultancy and extension

Activities:

- Endeavour to establish collaborative Programmes with national agencies/ Universities.
- Plan for possible consultancy services.
- Motivate the staff and students to take part in Seminars and Conferences regularly.
- Organize a seminar/conference to highlight importance of research and development.
- Organize camps at rural schools and colleges to develop scientific temper in the youths.

IV. Infrastructure and learning resources

Activities:

- Submit proposals to UGC/State Government to strengthen infrastructure
- Ensure the involvement of students, staff and other stakeholders in keeping the campus clean and eco-friendly.
- Provide more Computers and UPS for various subunits of the College.
- Provide more books, journals and CDs/DVDs to the library.
- Provide more reference books to the departmental libraries.
- Have a regular meeting to meet out the needs of the various departments.

V. Student support and progression

Activities:

- To organize National Integration Camp for NCC Cadets all over India.
- Organize an orientation programme to inform the students about the various scholarships and awards instituted by the college and other well-wishers.
- Declare The Best User of The Library Award with the help of Alumni Association.
- Encourage students to undergo training and attend coaching classes for entry in services.
- Progression and Placement data to be updated every year.
- Strengthen the Student Placement Cell to facilitate the students for various job opportunities.
- Orientation program on INFLIBNET facility in the library to the newly admitted students.
- To encourage students to participate intercollegiate quiz/debates/sports/games and other events
- To encourage students to participate in the activities of NSS/NCC/Clubs & forums etc.

VI. Governance and leadership

Activities:

- Supervise the functioning of various committees to ensure transparency in all activities.
- Supervise the functioning of IQAC for quality sustenance and quality enhancement.
- Preparation of budgets for annual activities and getting approval from the management.
- Allotment of budgets for various departments to conduct various academic activities.
- Ensure the financial Support for staff and students to attend conferences and seminars.
- Plan to mobilize funds by conducting various activities such as research consultancy, tutorial classes for outside students and getting sponsorship from well-wishers to organize inter-college events.
- Celebrate days of national importance.
- Schedule regular Departmental/ General staff meetings.
- To strengthen the Grievance Redressal Mechanism by using email.
- To Schedule regular meetings between Management and Staff.
- Training programme for non-teaching staff in file management, clerical and secretarial works.
- Conduct workshop for all staff members in e-governance.



Coordinator



Principal I/c

Members:

A. Suresh
Arunachal
S. Ramkishan

G. Kishan
D. S.

P. S.