



Meeting

1 26/05/2022.

Internal Quality Assurance cell (IQAC)

The first Meeting of the Internal Quality Assurance cell (IQAC)

Date : 26/05/2022 , Time : 2:30 pm Venue : Staff room.

AGENDA :

constituting the committee's - NAAC purpose.

Members present:

The following members were present in the meeting.

- |                            |                           |
|----------------------------|---------------------------|
| 1. C.G. Lakshmi prasad     | chair person              |
| 2. A. Radhika              | IQAC coordinator          |
| 3. A. Venkateshwar Reddy   | Member <i>[Signature]</i> |
| 4. P. Chakrapani Reddy     | " <i>[Signature]</i>      |
| 5. Md. Shakeel Ahmed.      | " <i>[Signature]</i>      |
| 6. Srinivasulu.            | "                         |
| 7. Dr. A. Gopal            | " <i>[Signature]</i>      |
| 8. K. Sahadevudu           | " <i>[Signature]</i>      |
| 9. Dr. Anjilanna           | "                         |
| 10. Pruthvi Nagalingeshwar | "                         |
| 11. A. Latha               | " <i>[Signature]</i>      |
| 12. Jyothi                 | " <i>[Signature]</i>      |

1. In the meeting the following committees were constitution and allotted different Criteria to the committee members

I Committee :-

1. A. Radhika
2. C.G. Lakshmi prasad
3. P. Chakrapani Reddy.
4. A. Latha
5. Rakesh.

*[Signature]*

2

For this committee criteria I & II are allotted.

I Curricular Aspects

II Teaching Learning and Evaluation.

II committee:

1. Dr. A. Gopal
2. V. Srinivasulu
3. Dr. Anjilanna
4. Sailu

Adul  
Surya

for this committee criteria III & IV are allotted

III. Research, <sup>Innovations</sup> ~~consultancy~~ and Extension

IV. Infrastructure and Learning Resources

III committee

1. Md. Shakeel Ahmed
2. K. Sahadevudu.
3. Moulali
4. Chennakeshavulu.

alye

For this committee criteria V & VI are allotted

IV committee V. Student Support and progression

VI. Governance and Leadership & Management

IV committee.

1. A. Venkateshwar Reddy
2. Jyothi
3. Pruthvi Nagalingeshwar
4. Shiva Kumar.

A. Venkateshwar  
Jyothi

Pruthvi

for this committee criteria VII is allotted.

VII. Institutional Values and Best practices

1. It is resolved that as our college has very few staff two criteria's are allotted to each committee or group.
2. It is resolved to prepare the First Draft of SSR by 15<sup>th</sup> June 2022. and also resolved to maintain a diary to record daily progress of completion of SSR.
3. It is also resolved to review the progress of SSR a meeting on every Thursday is to be conducted.







The next review meeting is to held on 02/06/2022 (Thursday)


A. Radha

IQAC Coordinator

Principal

Signatures of Staff Members:

- 1)  A. Venkateshwar Reddy
- 2)  (Dr. A. Gopal)
- 3)  (K. Lakshmi)
- 4)  (B. Shikharumary)
5. Radhika (A. RADHIKA)
6.  (A. Latha)
7. Jyothi (Jyothi)
8. V. Srinivasulu (V. Srinivasulu)
9.  (P. CHAURAMANI REDDY)

  
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4. 2. IQAC

Meeting Minutes  
Notice

02/06/2022

All the staff members are hereby informed to attend the IQAC meeting to be held today i.e. 02/06/2022 in the Principal chamber at 2:30 pm to discuss the following

Agenda:

- 1) collecting the data required for NAAC
- 2) conduction of theory and practicals for III year students
- 3) conduction of activities on the occasion of world environment day

A.R. Raha

IQAC coordinator.

Staff & committee members.

1) Accepted @ Principal

Principal  
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### Resolutions of IQAC Meeting.

All the staff members attended the meeting under the chairpersonship of the principal in the principal chamber and discussed the following regarding Agenda.

After thorough discussions with all the staff members the following resolutions have been taken and resolved for the implementation.

- 1) All the faculty members are instructed to collect data required for the preparation of SAR criteria wise, and should submit to the IQAC coordinator.
- 2) All the faculty are instructed to conduct the theory and

practicals for III year Students as per the schedule given by the palamuru university.

3) It is decided to conduct the following activities on the occasion of World Environment day

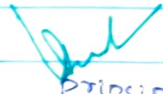
- i) Essay writing
- ii) poster making / painting
- iii) plantation in college campus
- iv) Making of Paper Bags, Creative Arts and crafts from recycled material.

A. Radhika

IQAC Coordinator

Staff and committee Members.

\*) 



Principal.

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## Action Taken Report.

As per the resolutions taken in the IQAC meeting the principal of the college initiated the possible actions mentioned below

- 1) Faculty collected the data of strength particulars of the Students for the last five years required for the preparation of SSR. Result analysis for the last five years also collected and submitted to the IQAC coordinator.
- 2) Faculty members successfully conducted the Theory and practical examinations for III year students.
- 3) Essay writing, painting competitions conducted in the college level and the best three of them selected and their report was sent to the CCE.  
Students prepared the various arts and crafts and paper bags from the recycled material.  
Plantation programme conducted successfully in the college premises.

A. Datta

IQAC coordinator

Staff and committee members.:

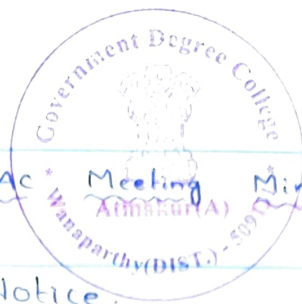
1) ceek depn

[Signature]

principal

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### 3. IQAC Meeting Minutes.

7  
/07/2022.

#### Notice.

All the Staff members are hereby informed to attend the IQAC meeting to be held today i.e., 10/7/2022 in the principal chamber at 2:30 pm to discuss the following issues:

#### Agenda:


1. completion of the syllabus
2. conduction of theory and practical examinations
3. To review the work of NIAAC criteria wise.

A. Radde

IQAC coordinator

Staff and committee members

D. Chandra

  
Principal,  
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#### Resolutions of the IQAC Meeting.

All the Staff members attended the meeting under the chairpersonship of the principal in the principal chamber and discussed the following regarding Agenda.

After thorough discussions with all the Staff members the following resolutions have been taken and resolved for the implementation.

1. All the faculty members are instructed to complete the syllabus for the II & IV semesters as per the schedule given by palamuru university. If the syllabus is not completed, by taking extra classes faculty should complete the syllabus.
2. All the faculty members are instructed to complete the theory and practical exams for II & IV semesters as per

the schedule given by the university. Time Table for the practical examinations should be prepared.

3. Feedback from the students should be collected by each & every department. for this academic year.  
Reviewed the work done by the faculty members required for SSR submission.

A. Radhakrishnan

IQAC coordinators

Staff members & committee members

1) *clerked*

*[Signature]*  
Principal

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### Action Taken Report

As per the resolutions taken in the meeting the principal initiated the possible actions mentioned below.

- 1) principal appreciated all the faculty members for the successful completion of syllabus, Theory and practical examinations.
2. Faculty members collected the data required for the SSR submission.
3. Faculty members collected the feedback forms from the students & alumni for this academic year.

IQAC coordinator.

Staff:

1. *clerked* 2.

3.

4.

*[Signature]*  
Principal  
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509 131





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#### 4. IQAC Meeting Minutes.

01/08/2022.

All the Staff members are hereby informed to attend the IQAC meeting to be held today i.e. 01/08/2022 in the principal chamber at 3:00 pm to discuss the following issues.

#### Agenda :


1. To purchase UPS Batteries.

A. Radha

IQAC coordinator

Staff: ..

- 1) C. P. Reddy

  
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#### Resolutions of IQAC Meeting.

All the staff members attended the meeting held in the Principal chamber and discussed the following regarding agenda and the following resolution has been taken and resolved for the implementation.


1. Resolution has been taken to purchase new batteries by replacing the old ones which are not in a working condition
2. Quotations should be called for purchasing new batteries.

A. Radha

IQAC coordinator

Staff:

- 1) C. P. Reddy

  
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As per the resolutions taken in the IQAC meeting the principal initiated the possible actions mentioned below.

1. Quotations from R.S. Batteries & Invertors, Atmakur and order has been placed to R.S. Batteries & Invertors and purchased two New Batteries.

A. Reddy

IQAC Coordinator.

Staff.

(1) *Reddy*

*[Signature]*  
Principal

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