AGENDA: Composition of the IQAC for the Academic year 2019-20 Dated 10-07-2019

As per the Agenda Composition of the IQAC as per the Revised Accreditation Framework in November 2019 Guidelines is as follows:

Chairperson: Dr. Abdul Ansar, M.Sc., Ph.D., Principal

Coordinator: Dr. P. Laveena Manjulatha, M.Sc, Ph.D., Asst. Prof. of Physics

#### **Members of the Faculty**

1. Dr. S.J. Sampath Kumar

Vice Principal & Asst. Prof. of History

2. Dr. P. Nageshwar

Academic Coordinator & Asst. Prof. of Computer Applications

3. V. Manoj Kumar,

Asst. Professor of Mathematics

4. K.Satyanna,

Asst. Prof. of Mathematics

5. G. Rajender

Asst. Prof. of Botany

6. B. Haribabu

Asst. Prof. of Chemistry

#### Administrative Staff, G. Maqbool Ahmed

Administrative Officer,

Action taken report: To realise the goals of Quality enhancement and sustenance of the institution,the Committee members resolved to meet or conduct meetings as and when required as per guidelines

Sd/-

Dated:27/9/2019

Agenda: Documentation of Various academic activities in the institution

As per the Agenda, the members discussed about the way to document the Activities that are to be Conducted in the Institution for Quality improvement

Action Taken Report: As last the Committee came to a conclusion that a "College level Activity register" has to be maintained ,each and every Activity with Details like Dates ,Student Participation, Resource Person and other Details has to be documented in a format prescribed by CCE, Telangana and this Register will be kept in The Principal Chamber, so that the information of the Concerned Activity Can be Documented immediately after Completion of the Activity ,In this way a Compiled College Activities will be help full while submission of Institutional AQAR'S

Sd/-

Dated: 28/9/2019

Agenda: Previous AQAR'S

IQAC Committee Members met in the principal Chamber Regarding Previous AQAR's (2015-16,2016-17,2017-18 & 2018-19) and found that the three Consecutive Academic Years AQAR 's were not uploaded.

Action Taken Report: on follow up by the IQAC Coordinator the former Co-ordinator has assured the Committee that he will be helpful in giving the institutional Information while uploading AQAR's

Sd/-

Dated:01/10/2019

Agenda: Workshop on "Skill development on English and Reading related Events" by TSKC

As clearly mentioned in the Guidelines IQAC will be facilitative and participative Voluntary System of the institution ,the Committee decided to share ideas regarding the Workshop which will be Conducted by English Department TSKC on Account of "International Teacher's Day" on 5th October 2019

Sd/-

Dated:03/02/2020

Agenda: To Encourage Student Centric Activities

The members discussed about Various Student Centric Activities to be included by all the Departments in their Action plan Special attention was taken for JIgnasa Study projects

#### Action Taken report:

- 1. It was resolved that each Department should submit a Jignasa Student Study Project
- 2. Certificate Courses to Enrich the Skills / Quality of the Students will be taken up in near future

Sd/-