

# Minutes of the Internal Quality Assurance Cell, GDC(W), Nalgonda.

Date: 18.09.2019

The following IQAC members attended the meeting headed by Dr. Shanmugam, Principal in the Chamber of the principal, GDC(W), Nalgonda.

01. Dr. Shanmugam, Principal and Chairperson of IQAC.
2. B.S.P. Rajanikhan, Asst Prof and IQAC Co-ordinator.
3. Dr. Aparna Chaturvedi, Asst Prof and IQAC Member.
4. Dr. K. Srinivasa Reddy, Asst. Prof and Member of IQAC.
5. J. Nagaraju, Asst. Prof and Member of IQAC.
6. B. Jyothi, Asst Prof and Member of IQAC.
7. R. Venkateshwarlu, Asst Prof and Member of IQAC.
8. R. V. Rama Rao, Asst. Prof and IQAC Member.
9. S. Papram, Librarian, IQAC Member.
10. Sri. Karnati Swathi, Parent of K. Divya, BSc-MPCS, President, KPP Munugoddy & IQAC Member.
11. Dr. Ch. Pullarao, Ophthalmologist, IQAC Member.
12. T. Lalitha, Student, BSc, MPCS-II, IQAC Member.

The IQAC members discussed the following Agenda items and resolved as follows.

Agenda ①: Review of the Implementation of the Previous minutes:

Resolution: The Committee reviewed the implementation of previous minutes of the IQAC meeting and satisfied with the actions taken.

Agenda ②: List of National Workshop on  
"Accreditation Quality Improvement and Role  
in Higher Education - Road Map ahead."

Principal Dr. Ghanshyam & IQAE Coordinators  
BSCP. Rajnekhon attended National Workshop  
on "Accreditation Quality Improvement and  
Role in Higher Education - Road Map  
ahead" Organized by ISCH, CCE & RUSA on  
8<sup>th</sup> and 9<sup>th</sup> July. They shared the gist  
of the workshop with visiting members of  
the IQAE.

Resolution: The Committee resolved to prepare for  
NAAC within the prescribed time limits  
and it is resolved to conduct awareness  
programmes on NAAC 7 Criteria to the  
faculty members in Sep. 2019.

Agenda 3: Implementation of E-office:

Principal Dr. Ghanshyam & Non-Teaching  
Staff attended the Regional Workshop  
on e-office implementation in N.G. College  
Nalgonda on 12<sup>th</sup> July and Principal  
explained various features and  
advantages of E-office.

Resolution: It is resolved to implement  
E-office in the College.

Agenda 4: Engagement of Guest-Faculty.

of the guest faculty and requested to the Principal to appoint Guest Faculty at the earliest.

Agenda (5): Procuring Infrastructure:

Resolution: In view of the enhanced intake in the College, it is resolved to procure furniture especially dual desks while approaching Dist Authorities/philanthropists.

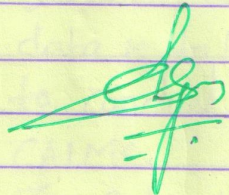
Agenda (6): Plantation of Seedballs:

Resolution: It is discussed and resolved to plant seedballs in the Campus of the College to enhance the greenery of the College.

Agenda (7): Awareness Programs on Eco Friendly Activities:

Resolution: It is discussed and resolved to conduct awareness programs on Eco friendly activities in the coming months.

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(Dr. Shamsiyam, Principal)

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BSP Res Set →

(B. S. S. P. Rajwarkhar,  
IQAC Coordinator)

3. T. Bhasker Reddy - BM

4. J. Nagarajan - BM

5. Dr. K. Srinivasa Reddy Reddy

6) Dr. Aparna Chaturvedi paer

7) ~~glow~~ (Rekha Venkateswar)

8) ~~prof~~ [B. JYOTHI]

9) ~~ST~~ (S. Raja Ram)

-Jai - T. Sudha Rani

10. ~~Prof~~ R. Venkat Ramakrishna

11. ~~Prof~~ M. Prameela

12. K. Sany MPP

13. ~~ST~~ Dr. Arjunachari

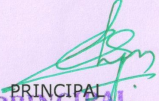
14. T. Lalithya T. Lalithya (Student Member)

**Govt Degree College for Women Nalgonda**

Action Taken Report on IQAC resolutions

**ATR on IQAC Meeting minutes Dated: 18-09-2019**

Sl.No	Resolution	Action Taken
1	Awareness programs on 7 criteria of NAAC	Awareness Programs are conducted to the faculty members on 7 criteria of NAAC from 18-9-2019 to 27-9-2019
2	Implementation of e office	E-office implemented in the college
3	Engagement of Guest faculty	Guest faculty engaged in the college for the academic year 2019-20
4	Procuring Infrastructure	Steps are taken to procure infrastructure in the college dual desks in New Rusa building is arranged with the elp of Hon'ble MLA
4	Plantation of Seeds	Seed balls planted in the college premises and steps are taken to improve bio diversity in the premisses of the college by department of Botany
5	Awareness program on Eco friendly activities.	Awareness Programme on Plastic less society and donation of 2000 Jute bags to students on 31-10-2019

  
PRINCIPAL  
Govt. Degree College for Women  
Ramaqiri, NALGONDA.

Minutes of the Internal Quality Assurance cell,  
Govt. Degree college for women, Nalgonda. 27

Date: 17.12.2018

The IQAC members attended the meeting headed by Dr. Ghanshyam, principal in the chambers of the principal Govt. Degree College for Women, Nalgonda.

The IQAC members discussed the following agenda items and resolved as follows.

Agenda 1:- Review of the implementation of the previous meeting.  
Resolution:- The Committee reviewed the implementation of previous minutes of the IQAC meeting and satisfied with the actions taken.

Agenda 2:- AQAR 2018-19.  
Annual Quality Assurance report 2018-19 is discussed in detail and approved the AQAR 2018-19.  
Resolution:- It is resolved to place the AQAR 2018-19 before staff-council and to submit the same to the NAAC by the end of the month (within the stipulated time).

Agenda 3: NAAC preparatory arrangements.  
As the NAAC accreditation is due in September 2020, it is decided to involve all the faculty members and to form a group of 4 or 5 faculty members for each criterion.

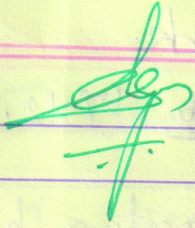
Agenda 4: Academic Audit

In view of the ensuing Academic audit lecturers wise data is to be filled in CAIMS. As such it is decided to conduct a training program to the faculty members on CAIMS.

Agenda 5: To Submit AISHE Data:

Resolution: It is resolved to

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Dr. Ghanshyam, Principal

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B.S.P. Reddy

(B.S.P. Rajasekhari, I & II  
Coordinator)

③ - B.M.

T. Bhasker Reddy

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Dr. Aparna Chaitin-Reddy

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[B-JYOHII]

9)

~~Prave~~

(S. Raja Ram)

S. Rani

T. Sudha Rani

11.

Prave

R. Venkat Rama Rao

12.

Prave

M. Prameela

13.

K. Suresh M.P.D.

14.

Prave

Dr. Ach. Praveela

14.

T. Lalitha

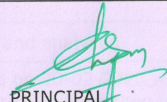
T. Lalitha (student member)

**Govt Degree College for Women Nalgonda**

Action Taken Report on IQAC resolutions

**ATR on IQAC Meeting minutes Dated: 17-12-2019**

<b>Sl.No</b>	<b>Resolution</b>	<b>Action Taken</b>
1	Submission of AQAR	AQAR 2018-19 submitted to NAAC on 30-12-2019
2	NAAC preparation arrangements	NAAC preparatory arrangements are made by expanding various committees
3	Academic Audit	Academic Audit conducted on 11-1-2020
4	To submit AISHE Data	AISHE data submitted on 18-3-2020

  
PRINCIPAL  
**PRINCIPAL**  
Govt. Degree College for Women  
Ramaqiri, NALGONDA



30 Minutes of the Internal Quality Assurance Cell, Govt. Degree College for Women, Ramagiri, Nalgonda.

Date: 21.01.2020

The IQAC members attended the meeting headed by Dr. Ghomshyam, Principal in the Chamber of the Principal, Govt. Degree College for Women, All the IQAC members discussed the following agenda items and resolved as follows.

Agenda ①: Criteria allocation to IQAC members.

Resolutions: It is resolved to assign 7 Criteria to the IQAC members to collect the data and to follow up actions for implementation of quality improvement programs as follows.

Criteria	Title	Team members Assigned	Designated
Cr-I	Curricular Aspects	P. Bharath Reddy	Asst. Prof. Economic
Cr-II	Teaching-learning and Evaluation	B. Jyothi	Asst. Prof. Chemistry
Cr-III	Research, Innovations and Extension	Dr. K. Srinivasa Reddy	Asst. Prof. Botany
Cr-IV	Infrastructure and Learning Resources.	R. Venkatesh - caranlu	Asst. Prof. Physics

Cr-VI.	Governance, Leadership and Management	Dr. Aparna Chaturvedi	Asst. Prof. of Hindi
Cr-VII	Institutional Values and Best Practices	R. Venkata Rama Rao	Asst. Prof. of Economics

Agenda ②: To Conduct awareness programs on Quantitative metrics:

Resolution: It is resolved to Conduct awareness programs to the Staff on the new formats of Quantitative Metrics.

Agenda ③: To Conduct training Program on Ms-Excel to the non-teaching staff.

Resolution: It is resolved to Conduct training Program on Ms-Excel to the non-teaching staff to improve their skills.

Agenda ④: ISO Certification:

Resolution: It is decided to get ISO Certification for the College as per the Order of the Commissioner of Collegiate Education and Criteria VI Coordinator (Dr. Aparna Chaturvedi) is req. to prepare necessary Documents with the help of her team. It is decided to form a Committee for ISO Certification and for follow up action.

Agenda (5): Analysis of feedback forms obtained from the students.

Resolution: Analysis of the student feedback placed before the Committee.

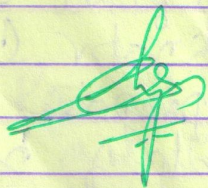
Agenda (6): To further strengthen Mentor-Mentee System.

Resolution: It is decided to convene a meeting with all the mentors and class representatives to further strengthen the Mentor-mentee system.

Agenda (7): Strengthening of IT infrastructure.

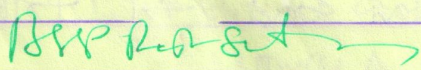
Resolution: It is resolved to strengthen IT infrastructure and internet connectivity in all class rooms.

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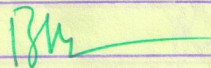
(Dr. Ganshyami Princi)

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(B.S.P. Rajasekhon,  
IDAC Coordinator)

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J-BHASKER REDDY

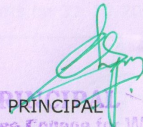
- 4) ~~Ramu~~ J. Nagaraju
- 5) Reddy Dr. K. Srinivasa Reddy
- 6) ~~Prave~~ Dr. Aparna Chaturvedi
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- 8) ~~Art~~ (B. JYOTHI)
- 9) ~~Art~~ (S. Raja Ram)
- 10, ~~Art~~ S. Susha Rani
- 11, ~~Prave~~ R. Venkat Rama Rao
12. ~~Meeceid~~ M. Prameela
13. K. Suni MPD
14. ~~Art~~ Dr. Achyutha
15. T. Lalithya T. Lalithya (Student member)

**Govt Degree College for Women Nalgonda**

Action Taken Report on IQAC resolutions

**ATR on IQAC Meeting minutes Dated: 21-01-2020**

<b>Sl.No</b>	<b>Resolution</b>	<b>Action Taken</b>
1	To conduct training program on Quantitative Metrics	Training Program to faculty members on qualitative metrics conducted on 25-01-2020 & 27-01-2020
2	To conduct training program on MS Excel to the Non teaching staff	Non Teaching staff trained in Ms -Excel on 19-2-2020
3	ISO Certification	ISO officials visited the college and issued ISO 9001:2015 certification to the college.
4	Analysis of feedback forms from the students	Feedbackforms collected and analysed
5	To further strengthen Mentor Mentee System	A meeting was conducted on 20-02-2020 with all class representatives and mentors to strengthen mentor mentee system.
6	Strengthening of IT infrastructure.	27 Computers and 7 Projectors purchased to improve IT infrastructure of the college.

  
PRINCIPAL  
Govt. Degree College for Women  
Ramaqiri, NALGONDA.

3. Minutes of the Internal Quality Assurance Cell, Govt. Degree College for Women, Ramagiri, Nalgonda.

Date: 06.11.2020

The IQAC Members attended the Meeting headed by Dr. Ghanshyam, Principal, in the Chamber of Principal, Govt. Degree College for Women, Nalgonda.

The IQAC members ~~are~~ discussed the following agenda items and resolved as follows.

Agenda ①: Review of the implementation of the previous minutes.

Resolution: The Committee reviewed the implementation of previous minutes of the IQAC meeting and satisfied with the actions taken.

Agenda ②: Preparation of S.O.P to reopen the College to students.

Resolution: The Committee discussed the Guidelines of USC to reopen the College to students. In view of heavy student strength of the College it is resolved to prepare an action plan to accommodate students as per the S.O.P norms and guidelines of the State Government.

Agenda ③: Review of the 'NAAC' status.

Resolution: It is discussed that 'NAAC'

Extended Accreditation Validity Period for those HEIs whose Validity of Accreditation Expires during the COVID-19 Pandemic period i.e. from 1<sup>st</sup> March 2020 provided the HEIs submit the Online Institutional Information for Quality Assessment (IIQA) within 3 months from the Government/University notification to resume the normal Academic Activities by HEI. Online Classes started from 1<sup>st</sup> September for Sem-III and Sem-IV and 50% of the Staff have been attending the College from 21<sup>st</sup> September, but normal Academic Activities are not yet started as per unlock guidelines of the MHA, GOI. Resolved to submit the IIQA within the time frame.

Agenda ④: Engagement of Guest lecturers.

Resolution - The Committee discussed the need of Guest lecturers in Computer Science, Statistics, Mathematics, and other Subjects and requested the principal to take necessary steps to engage guest faculty as soon as possible.

Agenda ⑤: Procuring Infrastructure

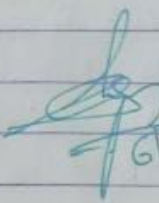
Resolution: In view of the enhanced intake in the College, it is resolved to procure furniture especially dual desks while approaching dist authorities/philanthropists.

Agenda ⑥: Strengthening of Alumni

Resolution: The Committee resolved to strengthen the Alumni association of the College.

Agenda ⑦: Feedback on Online Classes.

Resolution: The Committee resolved to take feedback forms of the faculty and students on the Online classes.

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6/11/2020

(Dr. Shashyam, Principal)

② B.S.P. Raj Sekhar

(B.S.P. Raj Sekhar  
PAAC coordinator)

③ Keddy

(Dr. K. SRINIVATHA REDDY)  
PAAC member)

④ Dr. Apama

(Dr. Apama Chakraborty)

⑤ Dr. Nagesh

(Dr. Nagesh)

⑥ Dr. Venkat Rama Rao

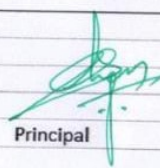
(R. Venkat Rama Rao)



**Government Degree College for Women, Nalgonda**

**Action taken report on IQAC resolutions dated:6-11-2020**

Sl.No.	IQAC Resolution	Action Taken
1	Preparation of S.O.P to reopen the college to students	S.O.P prepared and 50 % of students are allowed to the college from 1st February on alternative days. Online classes are continued by the faculty members to the remaining students
2	Engagement of Guest lecturers	Guest lecturers were appointed in February 2021 after class room teaching is permitted.
3	Procuring infrastructure	Approached Dist. Authorities for providing dual desks under C.S.R initiatives.
4	Submission of IIQA	As the examinations and results of 2019-20 batch are delayed due to prevailing pandemic situation and the normal activities are not yet started, it is decided first to submit AQAR 2019-20 as per the time line given by the NAAC and to include that in IIQA as academic year 2019-20 was completed.
5	Strengthening of Alumni	Efforts are being made to strengthen Alumni. Meetings are being conducted by Alumni association
6	Feed back on online classes	Feed back on online classes was obtained and analysed.



Principal