

**KAKARAPARTI BHAVANARAYANA COLLEGE  
(AUTONOMOUS)**

**Kothapeta, Vijayawada – 520 001**



**IQAC MINUTES OF MEETING REGISTER**

**2019~20**

2019-20

Minutes of First Meeting of IQAC  
held on 22.04.19.

Minutes of first meeting of IQAC held on 22.04.19. in principals chamber at 11:30 A.M. with principal in chair, Vice-Principal, IQAC Co-ordinator and other members to discuss the following agenda.

Agenda of the meeting

1. Constitution of IQAC Committee for the Academic year 2019-20.
2. Discuss the plan of action of IQAC.
3. Conduction of FDP program to the faculty members.
4. Distribution of AQAR template to Criteria Incharges and other documents related to academic Activity.

Resolutions:-

1. It is unanimously resolved to constitute the following IQAC Committee.

IQAC Composition for 2019-20

1. Dr. V. Narayana Rao Principal - Chair Person URao 22/4/19
- Administrative officers.
1. Sri E. Varaprasad - Vice-Principal P
2. Dr. K. Naveen Kumar - Vice Principal K
3. Sri P.L. Ramesh Director, Academic & Planning P.L.
4. Sri G. Pitchi Reddy Controller of Examinations G
5. Sri S. Srinivas Office Superintendent S

Teachers

- 1. Dr. V. Subhashini, Head, Dept of Zoology Deen
- 2. Dr. P.B. Sandhyasri, Head, Dept of Physics & Electronics SA
- 3. Dr. Mazharunnissa, Director, PG Centre Hassan
- 4. Dr. G. Krishnareni, Head, Dept of Chemistry Girevi
- 5. Sri S. Venkatesh, Director, PG Courses S. Anil
- 6. Sri P. Ravindra, Head, Dept of Computer Science Jain
- 7. Sri N. Sambasiva Rao, Lecturer, HUPE [Signature]

Management Members

- 1. Sri T. Srinivasu, Secretary & Correspondent [Signature]

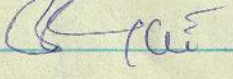
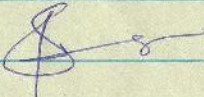
Nominees from Local Society, Students, Alumni

- 1. Sri MVR Madhusudhana Rao, MD, [Signature]  
Mamatha cloth Show Room
- 2. Sri M. Kishore, Real Estate & Stock Marketing J. Kishore
- 3. Sri Mathew Sriirangam, [Signature]  
Andhra Loyola College
- 4. Dr. V. Krishna Reddy V.K. Reddy  
Professor, Associate Dean, KUV, Alumni
- 5. Ms. A. Durga Priyanka, P.T.D. Priyanka  
III MCA, Student Member
- 6. Ms. P. Swathi Sudharani P. Swathi Sudharani  
III B.Com (TP), Student Member

Employees / Industrialists / Stakeholders

- 1. Sri T. Chandra Sekhar, [Signature]  
Director, Villans Industries, Vija.

Senior teachers as the Coordinators.

1. Smt. P. Bharathi Devi      Coordinator        
Head, Dept of MCA
2. Smt. Shamira  
Head, Dept of M.Sc.(cs)      Asst. Coordinator      

2. It is unanimously resolved to prepare the plan of Action of IQAC for 2019-20.
3. It is also resolved to conduct FDP programs in the first week of June, 2019. It is resolved to conduct FDP on student centric methods and Pedagogy tools.
4. It is unanimously resolved to distribute teaching diaries, Teaching notes, Monthly Curricular Plans and other NAAC formats to the departments in the first week of June, 2019 and also the AACAR formats distributed Criteria wise to all Criteria Incharges.

Sl. NO.	Name of the faculty	Department	Signature
01	Y. RAVIBABU	mathematics	
02	R. UDAY KUMAR	physics & Electronics	
03	MV Pavan Kumar	Computers (MCA)	
04	S Venkatesh	MBA	
05	J. Panduranga Rao	Physics	
06	Dr. M. Mahalingam	B.A	
07	SHAMIM	MSc (CS)	
08	A. Veni	MSc Chem	
09	O. Sai Raja	M.Sc (Chem)	
10	K. Rama Devi	UG (Chem)	
11	G. Geethapavani	UG (Computers)	
12	R. Jayamma	PG-MSc (CS)	
13	Dr. J.V. Chalapati Reddy	Telegr.	
14	S. Vasu	UG (Computers)	
15	Dr CH. Venu B. Reddy	UG. Economics	
16	VIJAYABABU TEKKEM	Commerce & Management	
17	Dr. G. Kranthi Kumari	CG. Botany	
18	N. SAMBA SIVARAO	HUPE	
19	B. Gantada	MCA	
20	Ch. Vinay Santhosh	UG (Computers)	
21	K. Vijay	(Computers) (Intern)	
22	K. Siva Prakash Rao	Commerce	
23	P. Ramindra	Computer Science	
24	A. Ravi Kiran	MBA	
25	B. Prabhakar	MBA	
26	U. Tirupathi Reddy	Library	
27	Dr. K. Naveen Kumar	Vice-principal	
28	E. VARA PRASAD	Vice principal	
29	O. Subhashini	Zoology	
30	M. Lakshmi Prasanna	mathematics	

Sl. No.	Name of the faculty	Department	Signature
31.	P. SANDYA SRI	PHYSICS	P. S. Sri
32.	D. L. PRATHA	MBA	D. L. Pratha
33	G. P. REDDY (Autonomous)	C.O.B	G. P. Reddy

~~U Rao~~  
22/4/19.

## Minutes of Second meeting of IQAC held on 15.06.2019

Minutes of Second meeting of IQAC held on 15-06-2019 in Committee hall at 11:20 A.M. with Principal in Chair, Vice-Principal, IQAC Coordinator, Head of the departments and other members of IQAC to discuss the following agenda.

### Agenda of the meeting

1. Action taken report on minutes of first meeting 22.04.19
2. Discuss about filling the information in AQAR template.
3. Methodologies to adopt to improve Q<sub>n</sub> & Q<sub>r</sub> Questions of A & A process.
4. Deadline for AQAR Submission.

### Resolutions:-

- Action taken report on 1<sup>st</sup> meeting on 22.04.19
1. a) IQAC Committee is constituted for the Academic year 2019-20.
  - b) Plan of action is prepared for the Academic year 2019-20
  - c) FDP Program is conducted on 30<sup>th</sup> May 2019 to 1<sup>st</sup> June, 2019 and

The resource persons for the programme were

1. Prof. R.R.L. Kantam, Former Registrar, ANU, Guntur.
2. Dr. M. Babu reddy, Dept of CS, KRV, Machilipatnam
3. Sri. K. Hanuiprasad, AP State Project Director, RUSA.
4. Dr. B. Ravikanth, Dept of Training & Placements, SRKR Engg College, Bhimavaram  
(Psychologist)

2. The new format of AQAR template form is discussed for the effective preparation of NAAC.

3. It is resolved to design new strategies to bring about quality enhancement in teaching methodology.

4. It is resolved to set 10th of August as the I review deadline for AQAR submission.

Members Present :-

1. Dr. V. Narayana Rao, Principal - Chair Person
2. Sri. E. Venaprasad, Vice-Principal
3. Dr. K. Naveen Kumar, Vice-Principal
4. Sri. P.L. Ramesh, Director, A & P.

V Rao  
15/6/19

~~PL~~

PL



Sl. NO.	Name of the faculty	Department	Signature
1.	J. Janaki	Hindi	
2.	Dr. P.B. Sandhya Sri	Physics & Electronics	
3.	Dr. Md. Mafharunnisa	<del>MBA</del>	
4.	Dr. G. Krishnaveni	Chemistry	
5.	S. Sivaiah Nayak	Telugu	
6.	A. Rani Kiran	M. Com	
7.	Dr. G. Ramesh	Botany	
8.	G. S. Hanikanta	BBA	
9.	Dr. K. SIVA PRASADH	Commerce	
10.	G. Jainamantev Nath	BBA	
11.	D. HEMACHANDRAN RAO	Physical Education	
12.	E. Kalavathi	English	
13.	N. Sampath Rao	JVPE	
14.	U. TRIPATHI RAO	Library	
15.	V. Subhashini	HOD Zoology	
16.	S. Venkatesh	MBA	
17.	P. Bharathi Devi	MCA	
18.	SHAMIM	M.Sc (CS)	
19.	M. VENKATESWARA RAO	Maths and Stat	

(P. BHARATHI DEVI)

Coordinator - IQAC

(Dr. V. Narayana Rao)  
Principal.

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Minutes of third meeting of IOAC held  
on 31.07.2019

Minutes of third meeting of IOAC held on 31.07.2019 in principal chamber at 12.30 P.M. with principal in chair, vice-principal, IOAC Coordinator, Criteria incharge of NAAC to discuss the following agenda.

Agenda of the following Meeting:-

1. Action taken report on minutes of second meeting on 15.06.19.
2. Proposed to conduct an invited talk on "National Education Policy".
3. Proposed to conduct a workshop on leadership and personality development for all first year students of UG & PG.

Resolutions:-

- Action taken report on 2nd meeting on 15.06.19
1. a) The new format of AQAR was distributed to all criteria Incharges.
  - b) Methodologies were discussed.
  - c) Deadline of AQAR is reminded and queries are answered.

2. It is resolved to Conduct an invited talk on "UNEP-2019" based on the convenient dates of the resource person.
3. It is resolved to Conduct a workshop for all first year students of UG & PG in the month of August.

### Members Present

1. Dr. V. Narayana Rao, Principal-chair Person *Rao 31/7/19*
2. Sri. E. Varaprasad, Vice-Principal, *Per*
3. Dr. K. Naveen Kumar, Vice-Principal *Not*
4. Sri. P. L. Ramesh, Director, A & P *PL*
5. Dr. V. Subhathini, Head, Dept of Zoology *Sub*
6. Dr. P. B. Sandya Sri, Head, Dept of Physics *P.B. S*
7. Dr. Mazharunnisa, Director, PG Centre *Mazhar*
8. Dr. G. Krishnaveni, Head, Dept of Chemistry *G. Veni*
9. Sri S. Venkatesh, Director, PG Course *S. Venk*
10. Sri P. Ravindra, Head, Dept of Computers *Rav*
11. Sri N. Sambasiva Rao, Lecturer, HUPE *N. Samb*
12. Smt. P. Bharathi Devi, Coordinator, IQAC *P. Bhar*
13. Smt. Shamim, Asst-Cordinator *Shamim*

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Minutes of fourth meeting of IOAC held  
on 24/10/19.

Minutes of fourth meeting of IOAC held on 24.10.19 in principal chamber at 12.30 PM with principal in chair, Vice-Principal, Director Academic & Planning, IOAC Coordinator and other members of IOAC (Critical Enchagers) to discuss the following.

Agenda of the meetings:-

1. Action taken report of third meeting on 31.07.19.
2. Internal Audit schedule
3. Proposal for NAAC sponsored workshop/seminar.
4. Progress of AQAR.
5. To discuss about National library week celebrations with Librarian

Resolutions.

Action taken report of 3rd meeting on 31.07.19

1. a) An invited talk was conducted on NEP-2019 by Prof. K. Vijanna Rao, Director, SEA educational institutions, Bangalore on 7/9/19
- b) A Workshop on "A Powerfull and life Changing Development programme" by Mr. R. Rajesh Murthy, Rajeshmurthy Training systems, LLP on 7th, 8th & 10th August, 2019.

2. It is resolved to form two teams to audit the files in the department.
3. It is resolved to submit proposal to NAAC on Quality Assurance and Best practices in Higher Education.
4. It is resolved to complete AQAR by the end of this month.
5. It is resolved to conduct competitions to school childrens Intermedicate, Degree and PG Students regarding Quiz, Bookhunt, PPT etc,

### Members Present.

- |   |                 |                    |
|---|-----------------|--------------------|
| 1. Dr. V. Narayana Rao, Principal, Chaitanyam |                 | <i>[Signature]</i> |
| 2. Sri E. Vanaprasad, Vice Principal          |                 | <i>[Signature]</i> |
| 3. Dr. K. Naveen Kumar, Vice Principal        |                 | <i>[Signature]</i> |
| 4. Sri P. L. Ramesh, Director, A&P.           |                 | <i>[Signature]</i> |
| 5. Dr. Md. Mashtamisa, MBA                    |                 | <i>[Signature]</i> |
| 6. SHAMIM                                     | MSc (CS)        | <i>[Signature]</i> |
| 7. Dr. P.B. Sandhya Sri                       | Physics         | P.B.S.S.S.         |
| 8. Dr. V. Subhashini                          | Zoology         | <i>[Signature]</i> |
| 9. S. Venkatesh                               | MBA             | <i>[Signature]</i> |
| 10. P. Ravindra                               | MCA             | <i>[Signature]</i> |
| 11. R. UDAY KUMAR                             | (Criteria - I)  | <i>[Signature]</i> |
| 12. N. SAMBA SIVA RAO                         | (Criteria - II) | <i>[Signature]</i> |
| 13. P. BHARATHI DEVI                          | Cordinator      | <i>[Signature]</i> |

Minutes of fifth meeting of IQAC held on 13.11.2019.

Minutes of fifth meeting of IQAC held on 13.11.2019 in principal chamber at 12.30 P.M with principal in chair, Vice-Principal, Director Academic & planning, IQAC Coordinator and other members of IQAC to discuss the following.

Agenda of the Meeting

1. Action taken report of the fourth meeting held on 24.10.19.
2. To discuss usage of ICT facilities through video lectures, blogs, etc.
3. To discuss about the progression in the work of NIRE
4. To discuss about training programme for faculty regarding pedagogy skills.

Resolutions:

Action taken report of the 4th meeting held on 24.10.19.

1. a) The two teams have been constituted and internal audit is completed.
- b) Submitted proposal to NAAC Bengaluru on "Impact on Best Practices in Quality Enhancement in Higher Educational Institutions" on 26th & 27th June, 2020.
- c) Each criteria head is given a slot and the documents have been verified thoroughly.
- d) Library week celebrations will be conducted from tomorrow onwards.

2. It is resolved to involve the head of the departments to encourage faculty of their concerned department to prepare videos and blogs.

3. The work of NIRF is progressing gradually under the Nodal officer Dr. K. Naveen Kumar.

A. It is resolved to conduct a training programme on JCF evaluation Process using google classroom in the month of December.

### Members Present

1. Dr. V. Narayana Rao, Principal, Chair Person Wao
2. Sri. E. Varaprasad, Vice-Principal. Lee
3. Dr. K. Naveen Kumar, Vice-Principal V. Naveen
4. Sri. P. L. Ramesh, Director, A&P PL
5. S. Venkatesh S. Venkatesh
6. SHAMIR Shamir
7. Dr. G. Krishnaveni G. Krishnaveni
8. Dr. P. B. Sandhya Sri P. B. Sandhya Sri
9. P. Ravindra P. Ravindra
10. N. Sambasiva Rao N. Sambasiva Rao
11. Dr. Jazharenisa Jazharenisa
12. Dr. V. Subhaswini V. Subhaswini
13. G. pitchi Reddy (COE) G. Pitchi Reddy
14. S. Srinivas (Off. Suptt) S. Srinivas

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Minutes of Sixth meeting of IQAC held on  
08.01.2020

Minutes of Sixth meeting of IQAC held on 08.01.2020 in principal chamber at with principal in chair, Vice-Principal, Director, Academic & Planning, ~~Director~~ IQAC Coordinator and other members of IQAC to discuss the following.

Agenda of the Meeting:-

1. Action taken report of the fifth meeting held on 13.11.2019.
2. To place AQAR for the A.Y. 2018-19 before the satutory body.
3. To discuss about the Conduct of Internal Academic Audit.
4. To discuss about the progression of AISHE data and Capacity building programmes for women.

Resolutions

Action taken report on 5th meeting on 13.11.2019.

1. a) Most of the departments prepared blogs and also video lectures prepared through presentation tube.
- b) Submitted the NIRF Data through online portal on 29th November, 2019.
- c) Conducted Pof programme on Pedagogy skills



for all PG faculty on 17.12.2019.



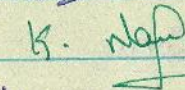
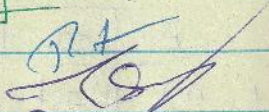
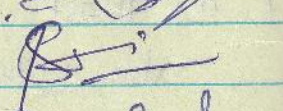
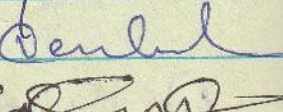
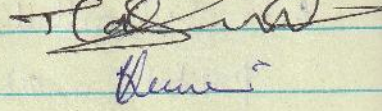
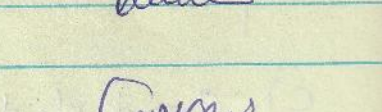
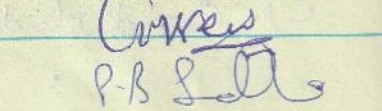
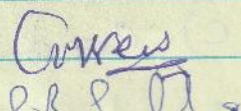

2. It is resolved the AQAR of 2018-2019 approved by the management members.

3. It is resolved to Conduct an internal academic audit in the month of february.

4. a) It is resolved to upload the AISHE data through online portal under the guidance of Nodal officer Dr. K. Naveen kumar.

b) It is resolved to organize SAM workshop under Capacity building programmes for women under women empowerment cell in the month of February as per the institutional Academic plan framed in the begining of A.Y.

### Members Present:

1. Dr. V. Narayana Rao, Prinsipal, Chair Person. 
2. Sri E. Vanaprasad, Vice-Principat, 
3. Dr. K. Naveen kumar, Vice-Principat, 
4. Sri P.L. Ramesh, Director, Academic & Planning 
5. Sri T. Srinivasu, Secretary & Correspondent. 
6. Smt. Shamini 
7. S. Venkatesh 
8. Dr. M. Kalpana 
9. Dr. V. Subhasheni 
10. Dr. G. Krishnaveni 
11. Dr. P.B. Sandhya Sn. 

12. G. pitchi Reddy (coe) ~~CP~~

13. S. Seerivas (ofc Supdt.) ✓

14. N. Sambasiva Rao ~~ms~~

(CP) (Co)  
(P. BHARATHI DEVI)  
Coordinator - IQAC

Minutes of Seventh Meeting of IQAC held  
on 11-02-2020

Minutes of Seventh meeting of IQAC held  
on 11-02-2020 with principal, HODs and IQAC members  
in the IQAC room to discuss the  
following Agenda:

Agenda :-

1. Action taken report on Sixth meeting of IQAC held on 08th January, 2020.
2. To discuss the new format of the academic audit.
3. To intimate the criteria in charges and Head of the departments about the AQAR upload in the NAAC window.
4. To discuss about International Womens Day Celebrations.

Resolutions :-

- Action taken report on Sixth meeting on 08.01.2020
1. a) The AQAR <sup>for the A.Y.</sup> 2018-19 approved by the management Committee.
  - b) It is resolved to conduct the internal audit according to new format in the next work.

c) Submitted the AISHE data through online portal on 03.02.2020.

d) SAM workshop was organized from 3<sup>rd</sup> Feb 2020 to 9<sup>th</sup> Feb 2020.

2. It is resolved to elaborate the key points of new format of the Academic and Administrative Audit and internal verifications will be done in the month of February from (19<sup>th</sup> Feb to 24<sup>th</sup> Feb).

3. It is resolved that all the members must be present at the time of their criteria work.

4. It is resolved that the activities should be conducted for the girl students and women faculty on the occasion of International Women's Day.

#### Members Present:

- |  |                           |
|--|---------------------------|
| 1. Dr. V. Narayana Rao, Principal, Chair Person    | <u>Rao</u>                |
| 2. Sri E. Vana Prasad, Vice-Principal              | <u>Prasad</u>             |
| 3. Dr. K. Naveen Kumar, Vice-Principal             | <u>K. Naveen</u>          |
| 4. Sri P. L. Ramesh, Director, Academic & Planning | <u>P. L. Ramesh</u>       |
| 5. SHASTRI   | <u>Shastri</u>            |
| 6. S. Venkatesh                                    | <u>S. Venkatesh</u>       |
| 7. Dr. Mahaswetha                                  | <u>Dr. Mahaswetha</u>     |
| 8. Dr. N. Seethashini                              | <u>Dr. N. Seethashini</u> |
| 9. P. Ravindra                                     | <u>P. Ravindra</u>        |
| 10. Dr. G. Krishnaveni                             | <u>Dr. G. Krishnaveni</u> |
| 11. Dr. P. B. Sandhya Devi                         | <u>P. B. Sandhya Devi</u> |

- |                               |        |
|-------------------------------|--------|
| 12. G. Pitchi Reddy (COE)     | Steve? |
| 13. S. Srinivas (ofc. Supdt.) | ✓      |
| 14. J. Janaki                 | J      |
| 15. Dr. K. Siva Prakasa Rao   | B      |
| 16. M. Venkateswara Rao       | Mao    |

(S. Srinivas)

11/2/2020

(Dr. P. BHARATHI DEVI)

Coordinator - ICAC

## Minutes of Eighth Meeting of IQAC held on 09.03.2020

Minutes of Eighth Meeting of IQAC held on 09.03.2020 with principal, HOD's and IQAC Members in the principal chamber to discuss the following Agenda:-

### Agenda :-

1. Action taken report of the Seventh Meeting of IQAC held on 11.02.2020.
2. To discuss about the Academic Audit scheduled on 3<sup>rd</sup> April, 2020.
3. To discuss about External Peer Team Visit.
4. To discuss about the submission of Department files like Bridge courses information, Remedial Coaching classes information, Departmental Activities, Publications Etc. for both Academic and External Audit.

### Resolutions :-

1. Action taken report of the Seventh Meeting on 11<sup>th</sup> February, 2020.
  - a) It is resolved to study the format and conducted a meeting to all staff members on 2<sup>nd</sup> March, 2020.

b) All the members were present as per the given schedule for uploading the AQAR-2018-19.

c) The International Women's Day was celebrated from 2<sup>nd</sup> March to 6<sup>th</sup> March, 2020 organized by UGC - Women's Studies Centre.

2. The college has received information that Prof. M. Prinivasa Rao, SRR & CIR College, UFA and Dr. K. Sudha Rani, SDMSM Kalasala, will conduct the Academic Audit. It is resolved to keep all the records ready by all the Departments/cells for the visit.

3. It is resolved to invite Dr. A. Prinivasa Rao, ALIET and Dr. M. Ravi Sankar, GIET to visit the college on 14<sup>th</sup> March, 2020 as External Peers.

4. It is resolved to submit all the Departmental information on or before 31<sup>st</sup> March, 2020 to IQAC.

Members Present :-

- Dr. V. Narayana Rao, Principal. *Rao*
- Sri. E. Vara Prasad, Vice-Principal *Vara*
- Dr. K. Naveen Kumar, Vice-Principal *Naveen*

- Sri P. L. Ramesh, Director, Academics & Planning
- Dr. P. B. Sandhya Devi, Head, Dept. of Physics
- Dr. Mazharunnissa, Director, PG Centre
- Dr. G. Krishnaveni, Head, Dept. of Chemistry
- Sri S. Sivaiah Naik, Head, Dept. of Telugu
- Smt. J. Janaki, Head, Dept. of Hindi
- Smt. Ch. Radhika, Head, Dept. of Statistics
- Smt. M. L. Prasanna, Head, Dept. of Maths
- Sri P. Ravindra, Head, Dept. of Computers
- Dr. H. Narendra, Head, Dept. of English
- Dr. G. Kranthi Kumar, Head, Dept. of Botany
- Sri T. Sambasiva Rao, Head, Dept. of Zoology
- Sri N. Sambasiva Rao, In-charge, HVPE
- Dr. G. SURESHA Sasley, Head, Dept. of Commerce
- Sri B. Prabhakar, Head, Dept. of MBA & M.Com
- Dr. K. Kiran Kumar, Head, Dept. of Chemistry
- Smt. Shamim, Head, Dept. of M.Sc. (CS) & Applications

Dr. P. Bhavathi Devi, Coordinator

Rao  
Principal



## Minutes of 9<sup>th</sup> Meeting of IPAC held on 16.04.2020

Minutes of 9<sup>th</sup> Meeting of IPAC held on 16<sup>th</sup> April, 2020 with Principal, HOD's and IPAC Members through Webinar to discuss the following Agenda:-

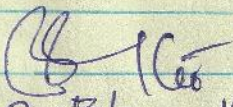
### Agenda :-


1. Action taken report of the 8<sup>th</sup> Meeting of IPAC held on 9<sup>th</sup> March, 2020.
2. To discuss about the webinars related to COVID-19.
3. To discuss the preparation of E-content during this pandemic.
4. Any other matter with the permission of chair.

### Resolutions :-

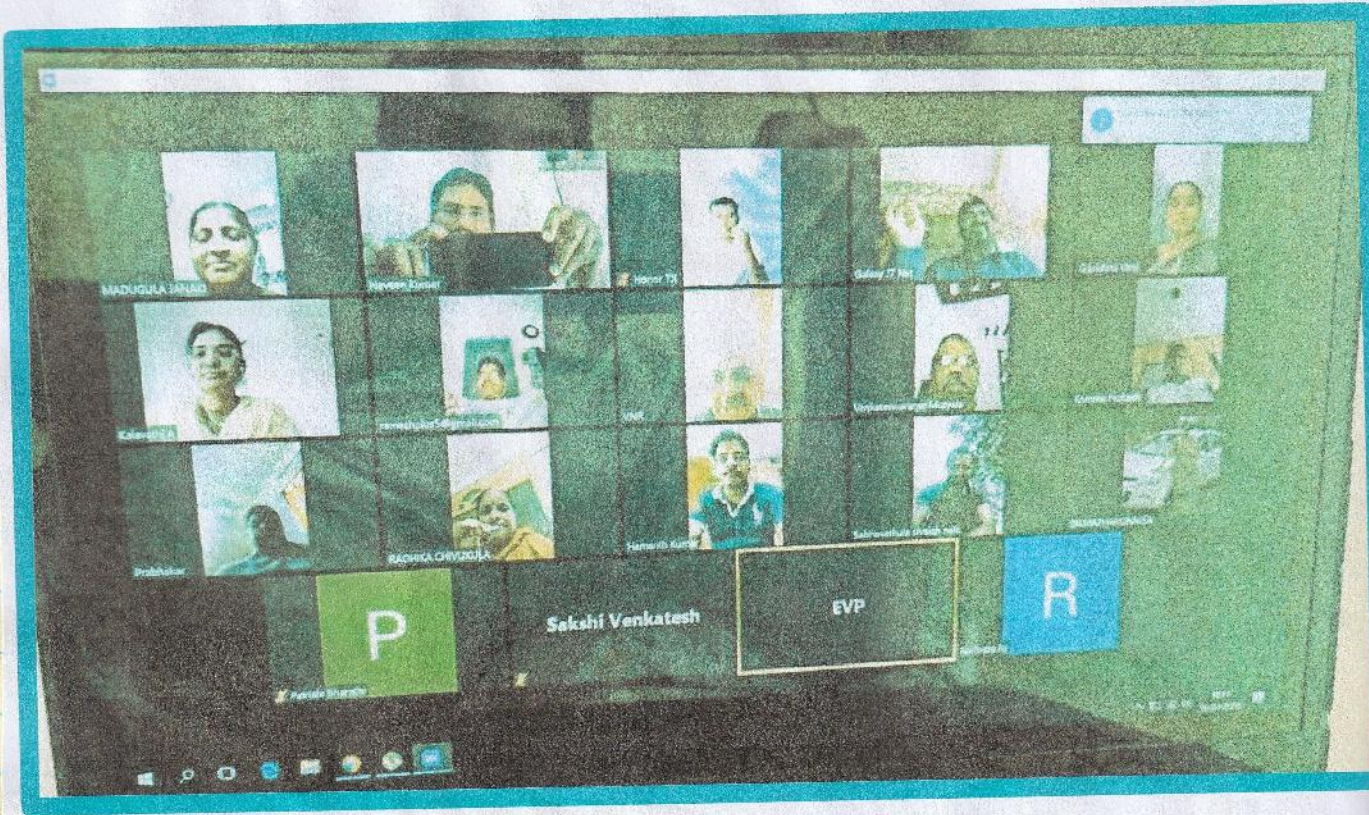
1. Action taken report of the 8<sup>th</sup> meeting of IPAC held on 9<sup>th</sup> March, 2020.
  - a. The Academic Audit was postponed due to COVID-19.
  - b. Dr. A. Srinivasa Rao, ALIET and Dr. M. Ravi Sankar, GRET visited the college on 14<sup>th</sup> March, 2020 as external peers and submitted the Report to the Principal.

- C. All the HOD's / In-charges submitted the files to the PQAC.
2. Department of Computer Science & Applications, Department of Commerce & Business Administration and PQAC have come forward to organize a webinar in the next week from which the students and faculty benefited.
  3. Instructions were given to all the HODs to guide their faculty to prepare the E-content for the next academic year.
  4. Communication to the students regarding academic instructions should be done through whatsapp groups regarding the decisions taken by the institution.

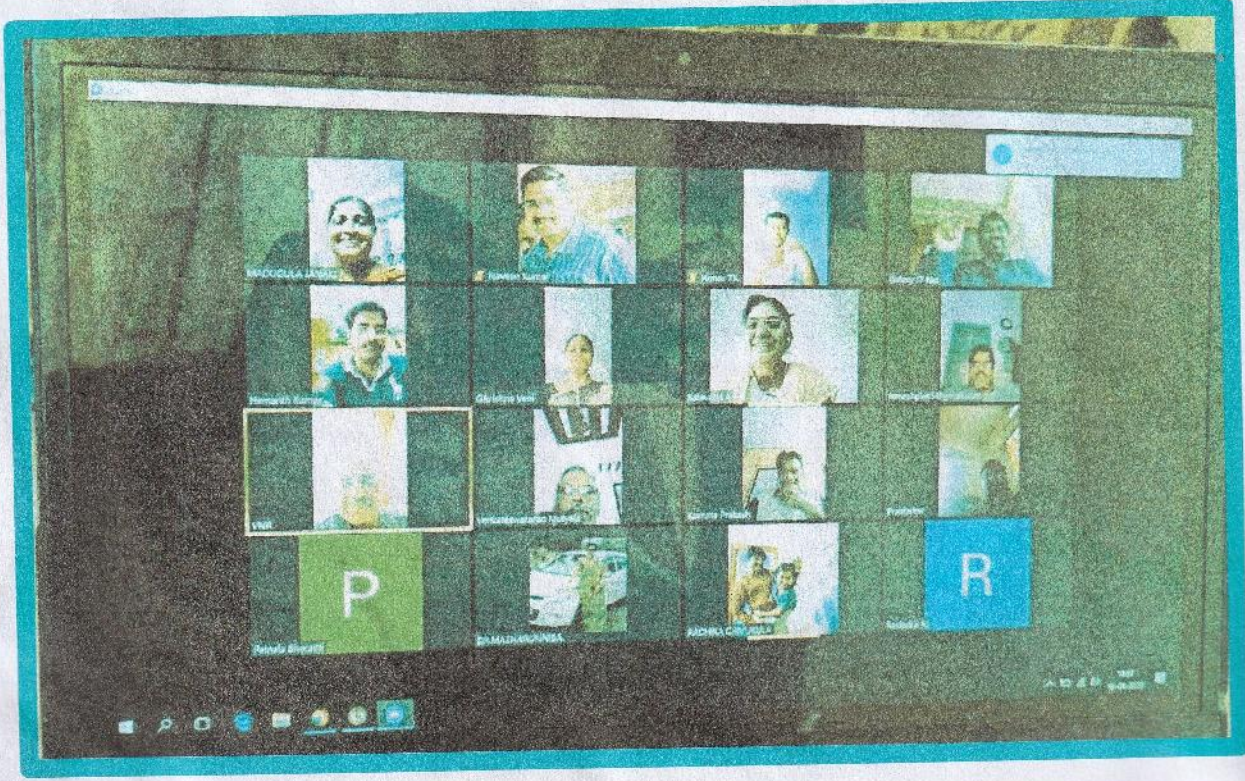
  
 Dr. P. Bhavathi Devi  
 PQAC co-ordinator

  
 Dr. V. Narayana Rao  
 principal

# Video Academic Meeting with HoD's 16<sup>th</sup> April, 2020



Video Academic Meeting with HoD's & In-charges using Zoom App



## Minutes of 10<sup>th</sup> Meeting of IQAC held on 20.05.20.

Minutes of 10<sup>th</sup> meeting of IQAC held on 20<sup>th</sup> May, 2020 with Principal, HODs and IQAC Members through webinar to discuss the following Agenda:

### Agenda :-

1. Action taken Report of 9<sup>th</sup> Meeting of IQAC held on 16<sup>th</sup> April, 2020.
2. To conduct revision classes to the students.
3. To conduct capacity building programmes to the students.
4. To discuss about International Yoga Day - Celebrations.
5. To conduct workshops through webinars.

### Resolutions :-

1. Action taken report on 9<sup>th</sup> Meeting of IQAC - held on 16<sup>th</sup> April, 2020.
  - a) Dept. of Computer Science & Applications (UG & PG), Dept. of Commerce and Business Administration (PG) have scheduled the webinar on 25<sup>th</sup> & 26<sup>th</sup> May, 2020 & 28<sup>th</sup> May, 2020 respectively.

b) It is resolved to instruct the faculty to prepare the E-content for Unit - I & II for the next academic year 2020-2021.

c) The Academic related instructions have been posted through WhatsApp Groups by the Academic Advisors.

2. Time-Table will be prepared by the HODs and also the HODs instructed the staff of their respective departments to conduct the revision classes through Online apps and it will be circulated to the students in a couple of days.

3. From June 1<sup>st</sup> to June 15<sup>th</sup> Capacity Building programmes will be organized. The programme contains Soft skills, Human Values and psychological aspects during this pandemic.

4. The Department of physical Education will conduct yoga day celebrations on 21<sup>st</sup> June through Zoom app @ 6am.

5. The Dept. of Statistics will conduct One week workshop on 'R-programming' to all the final year Stat students, the dept. of Chemistry will arrange the Guest Lectures once in a week and the IQAC is also plan to conduct a four-day fop on 'Impact of COVID-19 on Educational Sector in India and strategies to face the pandemic' in the month of June, 20