

S.V.A. GOVT. COLLEGE (M)

SRIKALAHASTI, ANDHRA PRADESH

NAAC ACCREDITED WITH B+ GRADE

Affiliated to S.V. University, Tirupati



**Internal Quality
Assurance Cell (IQAC)**

*Minutes of Meetings,
Circulars and Action Taken
Reports
for Academic Year
2022-23*

01-08-2022

The coordinator and members of IBAC met in the Principal chamber on 01-08-2022 at 4pm and resolved the following:

1. Discussed the action taken on the resolution of previous IBAC minutes.
2. It is resolved to collect data for AQAR 2021-22.
3. It is resolved to nominate lecturers for Training of Teachers (TOT) in various subjects (skill development and skill enhancement) organized by the APCEE, vijayawada in the month of August.
4. It is resolved to organize Blood donation camp on 02-08-2022 in the campus.
5. It is resolved to follow the guidelines of o/o CEE issued time to time.
6. It is resolved to conduct Har Ghar Tiranga program as the guidelines of Govt of India and instructions of APCEE.
7. In view of the upcoming Academic audit, it is resolved to discuss with incharges of the departments to update academic records.
8. It is resolved to celebrate all important days and events.
9. It is resolved to complete Industry-Internship mapping in order to allow students to go for internships and mentors to monitor their progress.

10. It is resolved to conduct mid-semester exams as per the schedule and practical exams revision in view of the upcoming examinations.
11. It is resolved to conduct remedial classes for slow learners.

Co-Ordinator
Internal Quality Assurance Cell
(IQAC)

S.V.A. Govt College (Men)
Srikalahasti - 517 644.

Principal 11/2/22
S.V.A. GOVT. COLLEGE (M)
SRIKALAHASTI, CHITTOOR DL

Members:

1. *[Signature]*
2. *[Signature]*
3. *[Signature]*
4. T. Chandraiah
5. G. D. ...
6. N. ...
7. P. ...
8. *[Signature]*
9. G. ...
10. T. ...
11. *[Signature]*
12. ...

Student members:

1. N. Moanika
2. K. Venkatachari
3. K. Chandrasekhar

Action Taken Report

1. Discussed action taken on resolutions of previous meeting
2. Discussed with members of IQAC on how to collect data for AQAR and resolved to do it criterion wise.
3. Nominated lecturers for TOT programmes and these lecturers have attended the programs
4. Blood donation camp was organized in association with Indian Red cross Society.
5. Discussed with staff members and instructed them to follow SOP issued by the APCCG.
6. Har Ghar Tiranga program was conducted for 10 days. Every home and the institution obeyed the instructions of Govt of India. Our staff conducted motivational campaigning about the program.
7. Discussed with In charges about academic audit and records were verified by IQAC team.
8. Industry - Internship mapping was completed and mentors were allotted
9. Mid semester exams were conducted as per schedule and practical exams were also conducted
10. Staff members were instructed to conduct remedial classes for slow learners.


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Principal
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 SRIKALAHASTI, CHITTOOR DL

20-10-2022

The coordinator and members of IAAC met in the Principal's chamber on 20-10-2022 at 4pm and resolved the following:

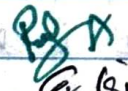
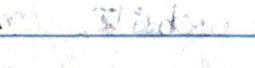
1. Discussed the action taken on the resolutions of previous IAAC minutes of meetings.
2. It is resolved to collect the pending data for AQAR 2021-22.
3. It is resolved to collect feedback on the institution and teachers from students, ~~the~~ alumni, and other stakeholders.
4. It is resolved to collect feedback on curriculum from students, teachers, alumni, and employees using online forms.
5. It is resolved to analyze the feedback received and take appropriate action necessary and place the analysis on the website.
6. It is resolved to ~~some~~ utilize the resources from trained teachers in TOT on various subjects.
7. It is resolved to update website regularly and upload all academic and student related documents on the website.
8. It is resolved to organize events to celebrate important days as per the academic schedule.
9. It is resolved to conduct remedial classes for slow learners.
10. As per the instructions of APCEE, it is resolved to conduct student induction program for

first year admitted students. The program should cover curricular, extra curricular aspects and facilities available in the college.

Go-Ordinator
International Assistance Unit
(IOAC)
S.V.A. Govt College (Men)
Srikalahasti - 517 644.

Principal
S.V.A. GOVT. COLLEGE (M)
SRIKALAHASTI, CHITTOOR DL.

Members:

1. 
2. 
3. 
4. T. Chaitanya
5. G. Ramesh
6. M. Jaya
7. P. Navin
8. 
9. 
10. T. Sushma
11. 
12. 

Student members:

1. N. Mounika.
2. K. Venkatadri
3. K. Chandrasekhar

Action Taken Report

1. Pending data was collected for AQAR 2021-22
2. Feedback on the institution and faculty was collected and analyzed. The feedback was placed on the website.
3. Feedback on curriculum is also collected, analyzed and placed on the website.
4. Meeting was convened with the TOT trained teachers and discussed with them to train others staff also.
5. Discussed with website convenor and identified various pages where updates are necessary.
6. Discussed with staff to celebrate important days and events without fail.
7. Remedial coaching classes were conducted for slow learners.
8. Students Induction program was conducted for 10 days. Every day students were introduced to various facilities available in the college.

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Co-Ordinator
Internal Quality Assurance Cell
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S.V.A. Govt College (Men)
Srikalahasti - 517 644

[Signature]
Principal
S.V.A. GOVT. COLLEGE (M)
SRIKALAHASTI, Chittoor Dt.

25-01-2023

The coordinator and members of SQAAC met in the Principal chamber on 25-01-2023 at 4pm and discussed the following:

1. Discussed the action taken report on the resolutions of previous SQAAC minutes of meeting.
2. Discussed the participation of Lecturers in online FDP and refresher courses. It is resolved to congratulate them.
3. As per the guidelines of CCE, it is resolved to organize training programs on Learning Management system (LMS) at Nodal Resource Center (NRC) Srikalahasti of Tirupati District. Further it is resolved to organize the programs in a grand way as all lecturers from GDCs of Tirupati dist. are participating.
4. It is resolved to instruct incharges of the departments to conduct guest lectures by experts, student seminars, quizzes, etc. for the benefit of students.
5. It is resolved to conduct workshops on research methodology, plagiarism, inter-disciplinary research, etc. for teachers and involve students.
6. It is resolved to instruct students to register themselves in National Academic Depository (NAD), INFLIBNET - NLIST and utilize educational resources.
7. It is resolved to conduct International women's day and National deworming day to bring awareness among students.

2. It is resolved to enrol students in JKC and APSSDC to improve their employability skills.

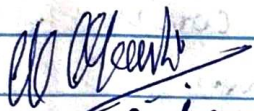
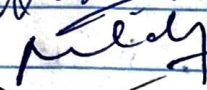
Co-ordinator
Internal Quality Assurance Cell
(IQAC)

S.V.A. Govt College (Men)
Srikalahasti - 517 644.

Principal
25/1/20

S.V.A. GOVT. COLLEGE (M)
SRIKALAHASTI, Chittoor DL

Members :

1. 
2. 
3. 
4. T. Rangaswamy
5. G. R. 
6. H. Dey
7. P. Narayan
8. 
9. G. Srinivas
10. T. Sridhar
11. 
- 12.

Student members:

1. N. Moumika
2. K. Venkatadri
3. K. Chandre Sekhar

Action Taken Report

1. All teaching staff members have participated in Learning Management system (LMS) training programs and certificates have been issued.
2. The training programs were organized in well planned manner in our college and good feedback was received.
3. Discussed with in charges of departments about conduction of student centric activities and arrange for guest lectures and field trips.
4. Workshops have been conducted on research methodology, plagiarism and paper publication.
5. Students were motivated and ward incharges have guided them to register themselves in NAD and INFLIBNET.
6. International women's day and National dewolving day were celebrated.
7. Students were enrolled in JKC and APSSDC programs.


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20-04-2023

The coordinator and members of IQAC met in the Principal chamber on 20-04-2023 at 4 pm and discussed the following:

1. Discussed the action taken on resolutions of previous IQAC meeting.
2. It is resolved to circulate the filled in AQAR 2021-22 among the staff members for feedback and necessary inputs.
3. It is resolved to discuss with incharges of departments to conduct coaching classes for PG entrance, ICET examinations.
4. It is resolved to discuss with mentors of long term internship program about the status and progress of students.
5. It is resolved to guide students of II sem and IV semester to prepare for community service Project (CSP) and short term internships.
6. It is resolved to guide students enrolled for Microsoft certification exams and Python course.
7. It is resolved to constitute NAAC 2023 committee to go through reaccreditation process at the earliest.
8. It is resolved to encourage teaching staff to focus on research activities.
9. It is resolved to congratulate alumni of this college who had put efforts to clean the college ground and develop Botanical garden.

10. It is resolved to discuss with staff members about the action plan for admission 2023-24 and campaigning.

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Principal
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SRIKALAHASTI, Chittoor DL

Members:

1. 
2. 
3. 
4. T. Chaitanya
5. G. Ramesh
6. M. Ravi
7. P. Navin
8. 
9. 
10. J. Sudhan
11. 
12. 

Student Members:

1. N. Mounika
2. K. Venkatachari
3. K. Chandra Sekhar

Action Taken Report

1. Filled in AQAR was circulated among the staff members for their feedback. Necessary corrections are made in AQAR.
2. Discussed with incharges of the departments and steps have been taken to conduct coaching classes for various competitive exams.
3. Discussed with mentors of long term internships. The mentors have guided them in completing their internships successfully.
4. community service projects have been completed under the guidance of mentors and project reports have been evaluated.
5. students were trained for Microsoft certification program and they passed out in flying colors.
6. NAAC 2023 reaccreditation college level committee has been constituted and circulated among staff members.
7. Discussed with staff members and encouraged them to focus on research activities and present their work in conferences.
8. Concerned alumni has been congratulated for their contribution towards the college.
9. Action plan for admissions 2023-24 has been prepared and been implementing in phases.


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13-07-2023

The coordinator and members of IBAC met in the Principal chamber on 13-07-2023 at 4pm and resolved the following:

1. Discussed the action taken report of the resolutions of previous IBAC meeting.
2. It is resolved to submit ADAR 2021-22 in this month without fail.
3. It is resolved to congratulate Physical director Dr. P. Satyanarayana Reddy, NSS coordinators and NCC officer for their efforts in organizing International Yoga Day and World environment day, International statistics day in a grand way.
4. It is resolved to organize meetings with parents, panchayat staff, students and local people to bring awareness on Single Major programs which are mandatory in all degree colleges across the state.
5. It is resolved to instruct mentors of CSP to evaluate the project reports.
6. It is resolved to constitute Help desk for admissions 2023-24.
7. It is resolved to discuss with staff members about conduction of semester end examinations.
8. It is resolved to collect feedback on curriculum from stake holders, analyze and place it on website. Further it is discussed to represent the feedback before University officials (BoS) for necessary action.

9. It is resolved to follow energy saving, technology enhancement practices on the campus.

10. It is resolved to prepare annual plan for next academic year.

Chandrasekhar
Co-Ordinator
 Internal Quality Assurance Cell
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S. V. A. Govt College (M)
Principal
 13/7/22
S.V.A. GOVT. COLLEGE (M)
SRIKALAHASTI, Chittoor Dt.

Members:

1. *M. Meetha*
2. *P. Jey*
3. *(Signature)*
4. T. Chandraiah
5. G. Renu
6. H. Raju
7. P. Naveen
8. *(Signature)*
9. *G. Suresh*
10. T. Indira
11. *(Signature)*
12. *(Signature)*

Student members

1. N. Mounika
2. K. Venkaladri
3. K. Chandrasekhar

Action Taken Report

1. Submitted AAAR-2021-22 to NAAC on 29-07-2023.
2. Congratulated the Physical director, NSS coordinators and NCC officer for their efforts in organizing International Yoga day
3. Intense campaigning was conducted by the lecturers to bring awareness on Single Major Degree programs. They visited nearby panchayats, villages, met with parents, local people and explained the advantages of the programs.
4. CSP projects were evaluated and marks entered in continuous internal evaluation registers.
5. Help desk committees were constituted. Each department staff manages the help desk on rotation basis to continuously help students.
6. Discussed with staff members about examination conduction. Invigilation duties were assigned
7. collected feedback on curriculum, analyzed and placed it on website.
8. Discussed with staff members to save energy by switching off unnecessary appliances, improve awareness on latest technological updates.
9. Prepared annual academic calendar and time table for academic year 2023-24.


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