

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
2023-24*

12-09-2023

with reference to the proceedings of the principal vide Rc.No-1/NAAC/IAAC/2023-24, dated 12-09-2023, the committee of IAAC is reconstituted with the following members for the academic year 2023-24.

chairperson : Dr. M. Sreedatha, Principal
 Administrative staff : ~~Sri~~ M. Sasidhar, Superintendent
 Members - Teaching staff :

1. Dr. N. Murali, Vice principal & Lecturer in Commerce
2. Dr. P. Satyanarayana, Physical director
3. Sri O.P. Prasad, Lecturer in Botany
4. Dr. K. Narasimha Varma, Lecturer in Zoology
5. Dr. A. Ramesh Babu, Lecturer in Chemistry
6. Dr. T. Gangaram, Lecturer in Statistics
7. Dr. V. Muraliah, Lecturer in Statistics
8. Sri K. Sai Venkatesh, Lecturer in Botany
9. Dr. T. Sudheer, Lecturer in Commerce
10. Dr. M. Thulasi, Lecturer in Zoology

Nominee from Alumni : Sri P. Ravindra Babu,
 Physical director, Sri Kalahasti Institute of
 Technology, Sri Kalahasti

Nominee from the Society / Industrialist :
 Sri Vijay Kumar, Prop. M. P. Gas, Sri Kalahasti

Management members : Office & CCE

Student members :

1. Ms. T. Bindu, I B.Sc. computer science
2. M. Chamanideswari, I. B. Com. Gen
3. M. Ramesh, I. B. Com CA

Coordinator : Dr. C. Baparayya, Lecturer in Physics

The committee constituted will meet periodically and monitor the developmental, quality assurance and quality sustenance activities of the college.

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

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

Members:

1. Dr. N. Murali N. Murali
2. Dr. P. Sathyasayana P. Sathyasayana
3. Sri U.P. Prasad U.P. Prasad
4. Dr. A. Ramesh Babu A. Ramesh Babu
5. Dr. T. Gangaram T. Gangaram
6. Dr. K. Naresimha Varma K. Naresimha Varma
7. Dr. V. Munaiah V. Munaiah
8. Sri K. Sairavender K. Sairavender
9. Dr. T. Sudheer T. Sudheer
10. Dr. M. Thulasi M. Thulasi
11. Sri P. Ramesh Babu P. Ramesh Babu
12. Sri Vijay Kumar Vijay Kumar
13. T. Bindu T. Bindu
14. M. Chamanideswari M. Chamanideswari
15. M. Ramesh M. Ramesh

30-09-2023

An IQAC meeting with the Principal and members of IQAC is conducted on 30-09-2023 at 3pm in the Principal chamber. All items mentioned in the agenda are discussed and some resolutions are taken. List of discussions and resolutions are as follows:

1. Resolved to follow action plan of IQAC and departments for the academic year 2023-24
2. Resolved to conduct workshops/seminars on IPE, Research methodology, entrepreneurship
3. Congratulated students for conducting one week Chandrayaan 3 success celebrations
4. Resolved to complete evaluation of short term internships and community service projects and update in continuous Internal Evaluation register.
5. Resolved to collect feedback from the stake holders, analyze, use it for improvements and upload the report in website.

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

M. S. Malah
Principal 30/9/2023
PRINCIPAL
S.V.A. GOVT. COLLEGE (M)
SRIKALAHASTI, CHINHOOT DL

Members

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13. ~~PMJ~~
14. T. Bindu
15. M. Chamakeswari
16. H. Ramesh

21-11-2023

An IGAC meeting with the Principal and members of IGAC is conducted on 21-11-2023 at 3pm in the virtual classroom. All items in the agenda are discussed and some resolutions are taken. List of discussions and resolutions are as follows:

1. Action taken report of the previous meetings are discussed.
2. AQAR 2022-23 should be submitted by 30-12-2023 without fail.
3. Discussed in detail the suggestions and recommendations of the academic advisors of APCCE Academic Audit.
4. Discussed to implement a common proforma for all academic records.
5. Resolved to conduct workshop on "understanding NAAC criteria" with all staff members.
6. Resolved to collect evidences for students progression and employment as per NAAC requirement.
7. Resolved to review the progress of draft SSR criterion wise on daily basis.
8. Resolved to complete the first draft of SSR by 15-12-2023 without fail.
9. Resolved to conduct certificate courses, field trips for the academic year 2023-24.
10. Resolved to obtain MoU on Non-judicial bond papers as per NAAC guidelines.

11. Resolved to conduct remedial coaching for slow learners and failed candidates.
12. Resolved to practice at least one Best practice by each department.

Signature
Co-Ordinator
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Signature
Principal
 S.V.A. GOVT. COLLEGE (M)
 SRIKALAHASTI, Chittoor Dt.

Members:

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2. [Signature]
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14. T. Bindu
15. M. Chamandeswar
16. M. Ramesh

Action Taken Report

1. AAR 2022-23 is submitted to NAAC on 14-12-2023 and it is accepted by NAAC
2. Discussed with staff members about the suggestions and recommendations of academic advisors and suggested to implement the same.
3. SATC Team designed a common format for various activities and shared with the staff members.
4. conducted workshop on "Understanding NAAC Criteria" and discussed all key indicators.
5. Discussed with staff members to collect students progression data.
6. The progress of draft SSR is reviewed key indicator wise and possible evidences for each indicator
7. circulated among the departments to conduct certificate courses
8. Discussed with staff members to contact the internship providers for MOUs.
9. Remedial coaching classes are conducted after discussion with staff members.
10. Discussed with incharges of departments to identify one best practice and for NAAC format

08-01-2024

An IQAC meeting with the principal and members of IQAC is conducted on 09-01-2024 at 3pm in the Principal chamber. All items mentioned in the agenda are discussed and some resolutions are taken. List of discussions and resolutions are as follows:

1. Discussed the action taken report on the resolutions of previous meeting.
2. Resolved to instruct incharges of the depts. to prepare departmental action plan for even semester and time table under the guidance of Academic coordinator.
3. Discussed the progress of NAAC SSR Preparation criterion wise.
4. Resolved to prepare Mentor-Mentee list for long term internships, identify suitable industries and map them in IMAP, register in APSHE, CCE Job portal.
5. Felicitated Dr. A. Ravi Prasad for his achievement as chairperson, BOS, computer science, SV university.
6. Resolved to collect feedback from stake holders and analyze for improvements.

Subhash
Go-Ordinator
 Internal Quality Assurance Cell
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M. S. Subash
Principal
 S.V.A. GOVT. COLLEGE (M)
 BRIKALAHASTI, Chittoor Dt.

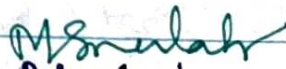
Members

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14. T. Bindu
15. M. Chamansekar
16. H. Ramesh

Action Taken Report

1. Discussed with academic coordinator and incharges of the departments about departmental action plan for even semesters and submit the same to academic coordinator
2. Data for some key indicators for SSR is being collected to incorporate the same in SSR
3. Mentor-Mentee List for Long Term internship is prepared. Identified internships offering industries and mapped them in IMAP, APSHE and CCE Job portal.
4. Feedback forms are designed for curriculum, quality of institution and teachers and circulated among students groups for feedback collection. It is also placed in the website.


P. Anand Kumar
 Co-Ordinator,
 Internal Quality Assurance Cell
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M. Srinivas
 Principal
 S.V.A. GOVT. COLLEGE (M)
 SRIKALAHASTI, CHITTOOR DL

11-03-2024

An IBAC meeting with the Principal and members of IBAC is conducted on 11-03-2024 at 3 pm in the Principal chamber. All items mentioned in the agenda are discussed and some resolutions are taken. List of discussions and resolutions are as follows:

1. Discussed the action taken report on the resolutions of the previous meeting.
2. Resolved to conduct mid-semester exams in the months of March and April and update CIE records.
3. Discussed various steps to improve admissions and resolved to conduct admission campaign in feeding regions.
4. Discussed the status of NAAC SSR preparation and reviewed criterion wise.
5. Resolved to visit departments to review the academic records under the guidance of Academic coordinator.
6. Resolved to review records of activities conducted by various committees/departments.

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Go-Ordinator
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M. Monalaha
Principal
 S.V.A. GOVT. COLLEGE (M)
 SRIKALAHASTI, CHITTOOR DL

Members

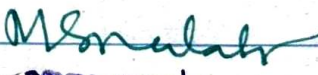
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14. T. Bindu
15. M. Chamaleswari
16. M. Ramesh

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Action Taken Report

1. After discussion with the academic coordinator, mid-semester time tables are prepared and circulated.
2. Discussed with staff members for steps improve admissions. committees are formed for campaigning. Different junior colleges are assigned to different teams.
3. Preparation of draft SSR is in final stages. The draft is reviewed for necessary correction.
4. Academic coordinator has prepared schedules to visit departments to verify academic records.
5. Instructions have been given to coordinators/conveners of various committees to prepare reports of activities in common formats provided.


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Principal
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19-04-2024

An IATC meeting with the Principal and members of IATC is conducted on 19-04-2024 at 3pm in the Principal chamber. All items mentioned in the agenda are discussed and some resolutions are taken. List of discussions and resolutions are as follows:

1. Discussed action taken report on the resolutions of the previous meeting
2. Felicitated Dr. N. Murali for promotion as Principal, GDC (W), Chivala.
3. Resolved to follow the timeline for NAAC SSR submission as:

IIAA related data finalization 20-04-2024

Submission of draft SSR to CCE 24-04-2024

Final revisions on SSR 09-05-2024

Submission of IIAA 10-05-2024

Acceptance of IIAA 18-05-2024

Submission of SSR 30-06-2024

DVV process and SSR feedback 30-07-2024

Submission of peer team visit dates 15-08-2024

Probable date of peer team visit 15-10-2024

4. Resolved to conduct college annual day on 26-04-2024 and form committee for smooth conduction of the event.

5. The progress of long term internships is reviewed mentor wise & discussed the preparation of report of internships

6. Resolved to prepare Mentor-mentee list, industry mapping for short term internships and topics for community service projects to be

conducted during May and June 2024.

7. Resolved to complete the syllabus by 15th April and conduct remedial coaching classes for slow learners in view of upcoming University examinations.

8. Discussed the progress of EdX courses registrations and resolved to follow guidelines of the APSHE and S.V. University.

Signature
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Signature
Principal
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SRIKALAHASTI, CHITTOOR DL

Members:

1. Promoted as Principal GDC Chirala

2. Signature

3. Signature

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5. T. Shankararam

6. Signature

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14. T. Bindu

15. M. Chandraswari

16. H. Ramesh

Action Taken Report

1. ISQA related data is prepared and ready to submit to NAAC
2. Draft SSR is prepared and submitted to APCCE for corrections on 30-04-2024. After incorporating their suggestions, ISQA will be submitted by 10-05-2024.
3. college annual day (58th) is celebrated successfully by assigning duties to various committees constituted for organization in decentralized mode.
4. Long term internships progress is reviewed by mentors. Students are instructed to submit the final report by 25-05-2024.
5. Discussed with Internship coordinator to prepare mentor-mentee list and identify industries for short term internships
6. Discussed with staff members to complete syllabus by 15th April and conduct remedial coaching classes for slow learners.
7. Discussed with Edx course coordinator to closely monitor registrations, progress of courses completion by students.

~~Signature~~
 Go-Ordinator
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~~Signature~~
 PRINCIPAL
 S.V.A. GOVT. COLLEGE (M)
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