

P.R.GOVERNMENT COLLEGE (A), KAKINADA

INTERNAL QUALITY ASSURANCE CELL

The members of the IQAC met on 03-7-2017 with Dr. C. Krishna, Principal, P.R.Government College (A), Kakinada in the chair. Quality enhancement and sustenance issues were discussed and the following resolutions were adopted.

AGENDA:

1. Utilizing the services of guest faculty
2. Constitution of various college level committees
3. Re constitution of NAAC core committee
4. Biometric attendance – procuring the device
5. Updating the college website
6. Convene meetings with staff
7. Convene meeting with class representatives
8. Request for sanction of another two NSS units
9. Starting of certificate courses
10. Arrangement of invited talks, guest lectures and seminars.

RESOLUTIONS:

1. It is resolved to engage some more guest faculty in the needy departments so that the class work is not affected.
2. It is resolved to constitute various college level committees for smooth running of the college.
3. It is resolved to reconstitute the NAAC core committee as some of the staff members in the committee are transferred.
4. It is resolved to fix the face detection machines in B.A., B.Com., Physics Block, Botany Block and Administrative Block in appropriate places separately for boys and girls.
5. It is resolved to modify the college website and provide logins individually to the departments and faculty to facilitate the uploading of relevant data in scheduled time.

6. It is resolved to convene meetings with regular staff, contract and guest faculty to discuss about the activities to be done for ensuing NAAC peer team visit.
7. It is resolved to request the student union to convene a meeting with the class representatives to upgrade the available facilities and student support services in the college.
8. It is resolved to request the Adikavi Nannayya University to sanction another two NSS units to the college as the demand from the students to join NSS is high.
9. It is resolved to request the departments to continue the Certificate courses in vogue as per their convenience for the academic year 2017-18 also.
10. It is resolved to arrange at least one guest lecture/ invited talk per semester by each department and also if possible arrange a National level seminar. The expenses for the above said purpose to be met from UGC autonomous funds.

[Signature]
Chairperson 03/7/17

Member from administration: A.V. Shantra Lakshmi 03/7/17

Members from Teachers:

1. *[Signature]* 20/6/17
2. Ch. L.N. 03.7.17
3. Jyothika 03/7/17
4. *[Signature]*
5. *[Signature]*
6. *[Signature]* 03/7/17
7. *[Signature]* 03/7/17
8. K. Subra 03/7/17
- 9.

Nominees from Local Society

Dr. M.V. Bharatha Lakshmi
Sri. K. Bhami Reddi

[Signature]
Koushi Shani Reddy 03/7/2017

Nominees from Employers

Sri. Y.S.N. Murthy *[Signature]* 03/7/17

Nominees from the Students.

1. ch. Kala. (H.E.P) II BA (T.M). ch. Kala.
2. P. Kishore (MPC) II (E.M) P. Kishore
3. P. Roshini Devi (BZC) II B.Sc [EM] - P. Roshini
4. ch. Syamala (B.Com) II [T.M]

Co-ordinator of the IQAC V. Ananta Lakshmi

P.R. GOVERNMENT COLLEGE (AUTONOMOUS): KAKINADA

(Affiliated to Adikavi Nannaya University)

INTERNAL QUALITY ASSURANCE CELL (IQAC)

**ACTION TAKEN REPORT OF IQAC MEETING CONDUCTED ON 03/07/2017 FOR
THE ACADEMIC YEAR 17-18**

Date: 10/7/2017

S.No	Resolution	Action Taken
1	Engaging more guest faculty in the needy Departments	All Lecturer incharges were instructed to take the guest faculty as per the work load. All lecturer incharges submitted the workload of the department to the academic coordinator in a week time.
2	Constitution of College level committees	Various college level committees were constituted with one senior faculty as the Convenor and the Proceedings of the Principal were issued to that effect
3	Reconstitution of NAAC Core committee	The NAAC Core committees were reconstituted, with one senior faculty as the Convenor and the Proceedings of the Principal issued
4	Modify the College website and provide individual log-ins for uploading of relevant data in scheduled time	The Convenor of the Website maintenance Committee was asked to update the college website immediately and the Lecturer incharge of Dept of Computer science was asked to provide the individual logins to all Dept incharges
5	Convene meeting with all staff members to discuss on NAAC peer team visit	A meeting with the NAAC Core committee was convened in a week time and certain instructions regarding NAAC PTV was given to the members
6	Meeting with Class representatives to upgrade available facilities and student support services	A meeting with all Class representatives was planned on 15/7/2017 to seek the suggestions of the students for upgradation of various student facilities
7	Request to Adikavi Nannaya University to sanction another two NSS Units	Planned to dispatch a request letter in a fortnight to the University VC, requesting for two NSS units in the Current Academic Year
8	Continuation of certificate courses for the Academic Year 2017-18	All lecturer incharges were instructed to continue the Certificate courses offered in the previous academic year
9	Arranging at least one guest lecture/invited talk per semester by each department and a National Seminar, if possible	All the Lecturer incharges were instructed to arrange at least one Guest Lecture/Invited talk per semester and the same has to be done with the approval of the Principal

V. Ananta Lakshmi

IQAC Coordinator

Coordinator IQAC

P.R. Govt. College (Aut)

Kakinada

[Signature]
PRINCIPAL

PRINCIPAL
Regional Joint Director of
P. R. Govt. College (A)
Kakinada
RAJANIVANDRAVARAM.