P.R.GOVERNMENT COLLEGE (A), KAKINADA

INTERNAL QUALITY ASSURANCE CELL

The members of the IQAC met on 09-7-2018 at 12.00 noon 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. Submission of AQAR
4. Biometric attendance – Uploading first year students data
5. Updating the college website
6. Convene meeting with class representatives
7. Starting of certificate courses
8. Arrangement of invited talks, guest lectures and seminars.

RESOLUTIONS:

1. It is resolved to continue the services of guest faculty who have got satisfactory results in 2017-18 and to engage new guest faculty if it is necessary 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 submit the AQAR on or before 20th August, 2018 and to place the prepared report in the IQAC meeting in the second week of August.

4. It is resolved to upload the first year students data for Biometric Attendance as early as possible.

5. It is resolved to update the college website and provide logins individually to the newly joined faculty to facilitate the uploading of relevant data in scheduled time.

6. 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.

7. It is resolved to request the departments to continue the Certificate courses in vogue as per their convenience for the academic year 2018-19 also.

8. 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.

PRINCIPAL

1. Member from Administration Section : A.V Anantha Lakshmi

2. Members from Teachers:

   a. T KV S
   b.
   c. Jyoti. K
   d.
   e.
   f.
   g.
   h. K. S.
   i.
   j.

3. Nominees from local Society

   (K. SAT - KRISHNA)

   Kasu Bhasin Reddy
   V. Ananth

4. Nominees from Students

   ch. Kala
   P. kishore
   P. Roshini devi
   ch. Syamala

P.R. GOVERNMENT COLLEGE (AUTONOMOUS): KAKINADA

(Affiliated to Adikavi Nannaya University)

INTERNAL QUALITY ASSURANCE CELL (IQAC)

ACTION TAKEN REPORT OF IQAC MEETING CONDUCTED ON 09/07/2018 FOR THE ACADEMIC YEAR 18-19

Date: 17/7/2018

S.No	Resolution	Action Taken
1	Engaging new Guest Faculty basing on the work load	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	Submission of AQAR on or before 20 Aug, 2018	The members of IQAC were asked to collect the data and submit the same to the IQAC coordinator for uploading in the NAAC website
3	Uploading students' data for biometric attendance	A separate committee was constituted with faculty having technical expertise for uploading the student's data in biometric attendance devices
4	Updating the College website	The convenor of the website committee was asked to update all the institute related details and the Lecturer incharges were instructed to update the dept details in the college website immediately
5	Convening a meeting with the Class Representatives	A meeting with all the Class Representatives was planned in the third week of July to discuss various academic activities and student support services
6	Continuation of Certificate Courses by the Departments	All the departments were asked to continue the Certificate courses offered in the previous academic year and come up with new ones in this academic year.
7	Guest Lecture/Invited Lecturer	Every department is asked to organize at least one Guest Lecture/Invited lecture for each semester and suggested to include the same in the Dept Action Plan

V. Anantha lakshmi

IQAC Coordinator IQAC
P.R. Govt. College (Aut)
KAKINADA

PRINCIPAL
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Regional Joint Director of
P.R. Collegiate Education,
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