

P.R. GOVERNMENT COLLEGE (AUTONOMOUS), KAKINADA

INTERNAL QUALITY ASSURANCE CELL (IQAC)

ACADEMIC YEAR 2023-24

Meeting No. 2

AGENDA

Date: 30-01-2024

I. QUALITY INITIATIVES IN TEACHING AND LEARNING

- 1) ATR on Previous IQAC meeting
- 2) All Dept activities
- 3) ICT usage by the faculty
- 4) SSS from students for I, III and VI semesters during AY 23-24

II. QUALITY INITIATIVES IN EXAMINATIONS & EVALUATION

- 6) Conducting II Mid examinations
- 7) Reducing the number of days between last exam and declaration of semester end exam results

III. QUALITY INITIATIVES IN RESEARCH

Organizing Researchers Development Programme titled 'Pathways to Discovery & Innovation-Nurturing Researchers for Tomorrow' from 25-4-2024 to 30-4-2024.

IV. QUALITY INITIATIVES IN EMPOWERING THE FACULTY

Organizing 5 day FDP on Innovative Teaching Learning Strategies from 10-2-2024 to 15-02-2024.

Organizing Innovation week with the title ANVESHAN-2024 from 22-2-2024 to 28-2-2024

Organizing Teaching Competency building Training Programme for school teachers in association with Indian Association of Physics Teachers (IAPT) RC-11 & FOCUS IAPT Anveshika

TOT on Botany & Microbiology single major system from 29-2-2024 to 5-3-2024

TOT on Zoology, Biotechnology & Biochemistry single major system from 11-3-2024 to 15-3-2024.

TOT on Mathematics single major system from 16-4-2024 to 22-4-2024.

V. PREPARATION FOR NAAC ASSESSMENT & ACCREDITATION

12) Status of DVV

11) Status of submission of AQAR 22-23

Resolutions:

I. QUALITY INITIATIVES IN TEACHING AND LEARNING

1) The IQAC coordinator discussed the ATR of the previous IQAC meeting with all the members and the members are satisfied with the ATR of the previous IQAC meeting conducted on 22-11-2023.

➤ Resolved to approve the ATR of the previous IQAC meeting

2) The IQAC coordinator explained the various activities conducted by the Departments to all the members.

➤ Resolved to conduct more student centric activities like field trips, project works and encourage the students to attend national seminars/conferences etc

3) The members discussed on the usage of ICT by the faculty and

➤ Resolved to increase the ICT usage of the faculty to 70% as it is now need of the hour in the TLP

4) The IQAC coordinator informed the members about the present status of SSS for I, III & V & VII semesters

➤ Resolved to speed up the process of feedback collection from the students (SSS) for I, III & VI & VII semesters

II. QUALITY INITIATIVES IN EXAMINATIONS & EVALUATION

7) The IQAC Coordinator informed the members that as discussed in the previous IQAC meeting held on 22-11-23, the college is going to purchase a new software for online evaluation of answer scripts to speedy declaration of semester end results.

Resolved to purchase the software from Bees Software solutions for online evaluation of answer scripts and speedy declaration of semester end results.

III. QUALITY INITIATIVES IN RESEARCH

- 8) Discussed on the Research Projects applied by the faculty
 - Resolved to encourage more faculty to apply for Major and Minor Research Projects to various funding agencies
- 9) Resolved to **organize Researchers Development Programme titled 'Pathways to Discovery & Innovation-Nurturing Researchers for Tomorrow'** from 25-4-2024 to 30-4-2024.

IV. QUALITY INITIATIVES IN EMPOWERING THE FACULTY

- 10) Resolved to Organize a 5 day FDP on Innovative Teaching Learning Strategies from 10-2-2024 to 15-02-2024.
- 11) Resolved to organize Innovation week with the title ANVESHAN-2024 from 22-2-2024 to 28-2-2024
- 12) Resolved to organize Teaching Competency building Training Programme for school teachers in association with Indian Association of Physics Teachers (IAPT) RC-11 & FOCUS IAPT Anveshika
- 13) Resolved to organize TOT on Botany & Microbiology single major system from 29-2-2024 to 5-3-2024
- 14) Resolved to organize TOT on Zoology, Biotechnology & Biochemistry single major system from 11-3-2024 to 15-3-2024.
- 15) Resolved to organize TOT on Mathematics single major system from 16-4-2024 to 22-4-2024.

V. PREPARATION FOR NAAC ASSESSMENT & ACCREDITATION

12) Status of DVV

The Principal informed the members that there is undue delay in the DVV process by NAAC and hence a query was raised in the NAAC portal on 29-12-2023. The reply to the query was given by NAAC on 8-1-2024, asking us to wait for further clarifications. However, the Principal requested all the members to gear up for NAAC PTV, which can be expected anytime in the next two months.

Resolved to complete the documentation work of NAAC A&A and gear up for the same.

11) Status of submission of AQAR 22-23

The IQAC Coordinator informed the members that the work of AQAR 22-23 has been in progress and it would be submitted in the month of Feb-2024.

Resolved to complete the work of AQAR 22-23 very soon and submit in the last week of Feb-2024.

This IQAC meeting ended with the proposal of vote of thanks by Sri Vijaya Kumar,
Academic Coordinator.

**IQAC MEETING
MEMBERS PRESENT**

Dt: 30/1/2024

Teachers & Library In charges

S.No	Name	Designation	Signature
1	Dr B.V.Tirupanyam	Principal, Chairman	B. v. Tirupanyam 30 Jan 2024
2	Sri.K.Anjaneyulu	Vice Principal & HOD-Philosophy	
3	Dr B.Elia	IQAC Coordinator & Lecturer in Zoology	B. Elia
4	Sri P.Vijaya Kumar	Academic Coordinator	P. Vijaya Kumar
5	Dr P.Hariram Prasad	HOD-Hindi & Addl Acad Coordinator	P. Hariram Prasad
6	Dr M.Soma Raju	Controller of Examinations	M. Soma Raju
7	Sri V.Sanjeeva Kumar	HOD-Chemistry	V. Sanjeeva Kumar
8	Sri B.Chakravarthi	HOD-Zoology	B. Chakravarthi
9	Sri M.Venkateswara Rao	HOD-Economics	M. Venkateswara Rao
10	Dr M.Surekha	HOD-Physics	M. Surekha
11	Ms Y.Bujji	HOD-Sanskrit	Y. Bujji
Nominee from Administration			
12	Smt B.Mangamma	Office Superintendent	B. Mangamma





Nominees from Local Society, students and Alumni

S.No	Name	Designation	Signature
13	Dr G.Mutyala Rao	Retired Principal, GDC, Tadepalligudem	
14	Sri K.Bhami Reddy	President, Alumni Association	

Nominees from Employers/Industrialists/Stake Holders

S.No	Name	Designation	Signature
15	Sri YSN Murthy	Electrical Engineer & Alumnus	

Names of the Department In charges

S.No	Name	Designation	Signature
16	Dr K.Lakshmana Rao	HOD-Department of Commerce & Management Studies	
17	Sri RV Satyanarayana	Additional Coordinator (Technical) & Lecturer in Computer Science	
18	Capt Dr M.Krishna Rao	HOD-Botany, Horticulture & Food Science	
19	Ms P.Jyothi	HOD-Computer Applications & Statistics	

20	Sri GP Chakravarthy	HOD- Biotechnology & Microbiology	G.P. Chakravarthy
21	Dr B. Lakshmi CH. VENNELA	HOD- ENGLISH Microbiology	Ch. Venela
22	Dr. Songa Srinivas	HOD-Journalism & Mass Communication	Dr. Songa Srinivas
23	Dr K. Harikishan	Incharge HOD-Pol sc	B. Harikishan
24	Sri V. Mallikharjuna Naik	Incharge HOD- History	V. Mallikharjuna Naik
25	Dr SVGVA Prasad	Convenor-R &D	Dr. SVGVA Prasad
26	Dr SVVLG Varma	HOD-Physical Education	Dr. SVVLG Varma
27	Dr D. Venkata Ramana	Lecturer in Physical Education	Dr. Venkata Ramana

Nominees from students

S.No	Name	Designation	Signature
28	Mr. TVS Eswar	Student Council - II B.A. HEP	
29	Ms A. Nagadevi	President - Student Council II MSc., Organic Chemistry	A. Nagadevi
30	Mr. B. Samuel Raj	Student Member- Skill Development (III B.Sc Aqua Tech)	B. Samuel Raj 30/01/24

P.R. GOVERNMENT COLLEGE (AUTONOMOUS): KAKINADA

(Affiliated to Adikavi Nannaya University)

INTERNAL QUALITY ASSURANCE CELL (IQAC)

ACTION TAKEN REPORT OF IQAC MEETING CONDUCTED ON 30-01-2024 FOR
THE ACADEMIC YEAR 2023-24

Date: 06-02-2024

S.No	Resolution	Action Taken
2	conduct more student centric activities like field trips, project works etc	Every department is instructed to focus on skill-oriented courses and conduct more field trips, project works etc in this semester
3	Resolved to increase the ICT usage of the faculty to 70% as new LCD projectors were purchased and installed in the classrooms	All departments are instructed to transact at least 70% of class work using ICT and log registers be maintained in every department
5	Resolved to speed up the process of feedback collection from the students (SSS) for I, III & VI semesters	IQAC Coordinator is instructed to finish the feedback collection for II, III & VI semesters from students in 10 days' time
6	Reduce the time period between last exam and declaration of results	Purchased online evaluation software from BEES software solutions
7	To organize Researchers Development Programme titled 'Pathways to Discovery & Innovation-Nurturing Researchers for Tomorrow' from 25-4-2024 to 30-4-2024.	The Director of Centre for Promotion of Research & Development Dr SVGVA Prasad was given the responsibility of organizing a national Webinar on 'Pathways to Discovery & Innovation-Nurturing Researchers for Tomorrow' from 25-4-2024 to 30-4-2024.
8	To organize TOT on Botany & Microbiology single major system from 29-2-2024 to 5-3-2024	Sri G.P Chakravarthy, NRC Coordinator was entrusted with the job of conducting TOT on single major system in Botany & Microbiology from 29-2-2024 to 5-3-2024 and coordinate with CCE in organizing this TOT.
9	To organize TOT on Zoology, Biotechnology & Biochemistry single major system from 11-3-2024 to 15-3-2024.	Sri G.P Chakravarthy, NRC Coordinator was entrusted with the job of conducting TOT on single major system in Zoology, Biotechnology & Biochemistry from 11-3-2024 to 15-3-2024.

		and coordinate with CCE in organizing this TOT.
10	To organize TOT on Mathematics single major system from 16-4-2024 to 22-4-2024.	Sri G.P Chakravarthy, NRC Coordinator was entrusted with the job of conducting TOT on Mathematics single major system from 11-3-2024 to 15-3-2024.
11	To complete the documentation work of NAAC A&A and gear up for the same.	Review meetings were conducted with NAAC Empowered committee and a three member committee with Vice-Principal as the convener was constituted to visit all the departments for expediting the NAAC related work
12	To submit AQAR 2022-23 in the last week of Feb 2024	IQAC Coordinator was asked to finish uploading the required data of AQAR 22-23, in the NAAC portal by last week of Feb-2024.

IQAC Coordinator

Coordinator
IQAC
P.R. Government College (A)
Kakinada-533001, A.P.

PRINCIPAL

PRINCIPAL
P.R. Govt. College (A)
KAKINADA