

P.R. GOVERNMENT COLLEGE (AUTONOMOUS), KAKINADA
INTERNAL QUALITY ASSURANCE CELL (IQAC)

ACADEMIC YEAR 2023-24

Meeting No. 1

AGENDA

Date: 22-11-2023

I. QUALITY INITIATIVES IN TEACHING AND LEARNING

- 1) ATR on Previous IQAC meeting held on 10-8-2023
- 2) All Dept activities
- 3) ICT usage by the faculty
- 4) New Certificate Courses for the AY 2023-24
- 5) SSS from students for I, III and V and VII semesters during AY 23-24

II. QUALITY INITIATIVES IN EXAMINATIONS & EVALUATION

- 6) Purchase of new software for online evaluation of semester end answer scripts
- 7) Completing posting of I mid semester exam marks in the Dept marks register

III. QUALITY INITIATIVES IN RESEARCH

- 8) Encouraging faculty to apply for Major and Minor Research Projects
- 9) Workshops/Seminars on Research Methodology, Research Ethics, IPR and Entrepreneurship
- 10) Inviting research proposals for sanction of seed money for the AY 2023-24

IV. QUALITY INITIATIVES IN EMPOWERING THE FACULTY

- 11) Organizing one National Conference on Dynamics of Indian Culture, in the month of December-2023
- 12) Training to all faculty on blooms taxonomy-based question paper setting.

- 13) Organizing FDP on Innovative Teaching & Learning Strategies either in the month of Dec-2023 or Jan-2024

V. CENTRE FOR 21ST CENTURY SKILLS

- 14) Organizing soft skills training for girl students of UG and PG under centre for 21st century skills in association with APITA & NANDI Foundation, in the month of December 2023.

V. ORGANIZING EXTENSION ACTIVITIES

15) Mega blood donation camp

16) Plantation in the adopted villages

17) Blood group detection camp for students of rural colleges

V. PREPARATION FOR NAAC ASSESSMENT & ACCREDITATION

18) Status of submission of AQAR 22-23

19) NAAC related documentation & civil Works

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.
 - 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 etc
 - Resolved to encourage the students to attend national seminars/conferences and submit research papers
- 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 several classrooms are now equipped with LCD projectors
- 4) The members discussed on the benchmark for student attendance for both internal and external examinations
 - Resolved to set a bench mark of 75% attendance for students for both external and internal examinations
- 5) New Certificate Courses for the AY 2023-24
 - Resolved to conduct at least one certificate course for the students in the ongoing semester i.e. I, III, V and VII
- 6) SSS from students for I, III and V and VII semesters during AY 23-24
 - Resolved to conduct SSS for I, III and V and VII semesters during AY 23-24, in the month of December-2023

II. QUALITY INITIATIVES IN EXAMINATIONS & EVALUATION

- 7) Resolved to purchase new software for online evaluation of semester end answer scripts and for speedy declaration of results of semester end examinations
- 8) Resolved to completing posting of I mid semester exam marks in the Dept marks register

III. QUALITY INITIATIVES IN RESEARCH

- 9) 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
- 10) Resolved to conduct at least one workshop on either IPR or Research Methodology
- 11) Resolved to invite research proposals from the faculty for sanction of seed money for the AY 2023-24

IV. QUALITY INITIATIVES IN EMPOWERING THE FACULTY

The committee discussed on the trainings/conferences/FDPs to be organized in this semester and resolved the following points

- 12) Resolved to Organize one National Conference on Dynamics of Indian Culture, in the month of December-2023
- 13) Resolved to conduct training to all faculty on blooms taxonomy-based question paper setting, in the last week of November 2023.
- 13) Resolved to organize one FDP on Innovative Teaching & Learning Strategies either in the month of Dec-2023 or Jan-2024

V. CENTRE FOR 21ST CENTURY SKILLS

- 14) Resolved to organize soft skills training for girl students of UG and PG under centre for 21st century skills in association with APITA & NANDI Foundation, in the month of December 2023.

V. ORGANIZING EXTENSION ACTIVITIES

15) The committee discussed on some extension activities to be conducted in the adopted villages and resolved to conduct the following extension activities in the next two months

- a) Plantation in the adopted villages
- b) Blood group detection camp for students of rural colleges
- c) AIDS awareness camp in the city in the month of December-2023

V. PREPARATION FOR NAAC ASSESSMENT & ACCREDITATION

The IQAC Coordinator informed the members that SSR was submitted to NAAC on 8-10-2023 and the DVV opened on 11-10-2023. DVV was successfully submitted to NAAC on 26-10-2023 and the SSS by NAAC ended on 9-11-2023. The Principal requested the members to gear up for the NAAC PTV.

16) Resolved to complete NAAC PTV related documentation work by the end of December-2023 and civil works by the end of January-2024

17) Resolved to complete the submission of AQAR 22-23, by 31 December 2023

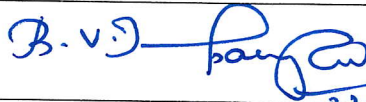

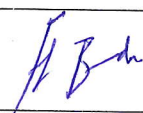

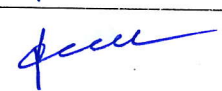
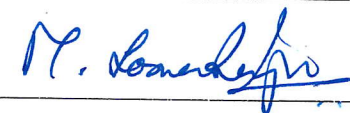

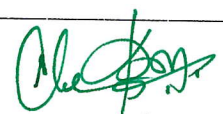

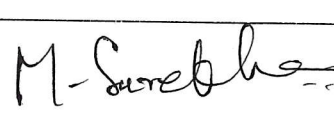


PRINCIPAL

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



**IQAC MEETING
MEMBERS PRESENT**

Dt: 22/11/2023


Teachers & Library In charges

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

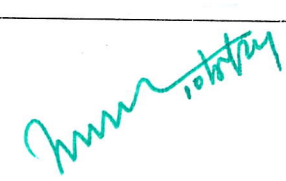

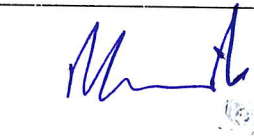
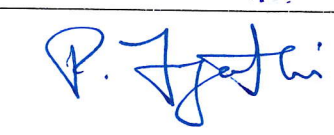
Nominees from Local Society, students and Alumni

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.U. <i>thu</i>
21	Dr B. Lakshmi CH. VENNELA	HOD- ENGLISH Microbiology	<i>Ch. Vennela</i>
22	Dr. Songa Srinivas	HOD-Journalism & Mass Communication	<i>S. Srinivas</i>
23	Dr K. Harikishan	Incharge HOD- Political Science	<i>K. Harikishan</i>
24	Sri V. Mallikharjuna Naik	Incharge HOD- History	<i>V. Mallikharjuna Naik</i>
25	Dr SVGVA Prasad	Convenor-R &D	<i>SVGVA Prasad</i>
26	Dr SVVLG Varma	HOD-Physical Education	<i>SVVLG Varma</i>
27	Dr D. Venkata Ramana	Lecturer in Physical Education	<i>Dr. Venkata Ramana</i>

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	<i>A. Nagadevi</i>
30	Mr. B. Samuel Raj	Student Member- Skill Development (III B.Sc Aqua Tech)	<i>B. Samuel Raj</i> 22/11/23

P.R. GOVERNMENT COLLEGE (AUTONOMOUS): KAKINADA

(Affiliated to Adikavi Nannaya University)

INTERNAL QUALITY ASSURANCE CELL (IQAC)

ACTION TAKEN REPORT OF IQAC MEETING CONDUCTED ON 22/11/2023 FOR
THE ACADEMIC YEAR 2023-24

Date: 27/11/2023

S.No	Resolution	Action Taken
1	To conduct more student centric activities like field trips, project works etc	All the HoDs are instructed to conduct at least one field trip in a semester to promote experiential learning among students
2	Resolved to encourage the students to attend national seminars/conferences and submit research papers	PG and UG students are made to participate in the seminars/conferences organized at college level and HODs are instructed to send the students to the seminars/conferences taking place in the surrounding colleges and the affiliating University.
3	Resolved to increase the ICT usage of the faculty to 70% as several classrooms are now equipped with LCD projectors	All the HODs are instructed to maintain a separate log register for ICT usage and motivate the faculty to teach at least 70% of classes using ICT.
4	To conduct at least one certificate course for the students in the ongoing semester i.e. I, III, V and VII	Those departments which have not yet started certificate courses were instructed to start immediately. Department of Comp Science was instructed to start certificate course in Digital Literacy and Dept of Commerce and management studies was instructed to start certificate course in Mutual Funds.
5	Resolved to invite research proposals from the faculty for sanction of seed money for the AY 2023-24	Guidelines for submission of research proposal for seed money along with the application were circulated among all the staff members
6	Resolved to Organize one National Conference on Dynamics of Indian Culture, in the month of December-2023	Sri V.Mallikharjuna Naik Incharge of Department of History is entrusted with the job of organizing this Conference, in association with IQAC
7	13) Resolved to conduct training to all faculty on blooms taxonomy-	All the faculty are given training on Blooms taxonomy on 24-11-2023 and are instructed to

	based question paper setting, in the last week of November 2023.	create awareness to students on blooms taxonomy based question paper on 28-11-2023.
8	13) Resolved to organize one FDP on Innovative Teaching & Learning Strategies either in the month of Dec-2023 or Jan-2024	Convenor of Centre for Excellence in Teaching, Learning & Evaluation (CETLE), Dr B.Elia was entrusted with the job of organizing 5-day FDP on Innovative Teaching & Learning Strategies either in the month of Dec-2023 or Jan-2024
9	To organize soft skills training for girl students of UG and PG under centre for 21 st century skills in association with APITA & NANDI Foundation, in the month of December 2023.	Dr J.Pandu Ranga Rao, Lecturer in Commerce & Convenor of Centre for 21 st Century skills was entrusted with the job of organizing soft skills training for girl students of UG and PG in association with APITA & NANDI Foundation, in the month of December 2023.
10	Extension activities-Plantation in the adopted villages, Blood group detection camp for students of rural colleges and AIDS awareness camp in the city in the month of December-2023	NSS unit-III was given the work of organizing plantation drive in the adopted villages. Dept of Zoology & Aquaculture was asked to conduct a blood group detection camp for govt school students and NCC/NSS officers were asked to conduct AIDS awareness camp on the occasion of World AIDS day on 1 Dec 2023.
11	Gearing up for NAAC PTV	Civil works were taken up on war footing and HODs are instructed to complete the documentation for QLMs as early as possible.

Bh.
28/11/23
IQAC Coordinator

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

B.V.S.
PRINCIPAL
27/11/23
PRINCIPAL
P.R. Govt. College (A)
KAKINADA