



PITHAPUR RAJAH'S GOVT COLLEGE (A), KAKINADA
STATUTORY IQAC MEETING-4

Date: 25-4-2025

AY 2024-25
AGENDA

I.QUALITY INITIATIVES IN TEACHING AND LEARNING

- 1) ATR on Previous IQAC meeting conducted on 29-11-2024
- 2) III & V Semester-end Results for the AY 2023-24
- 3) Committee on Quality improvement in TLP & other metrics of NAAC binary system
- 4) Centre for 21st Century Skills-E-career counselling Civil services
- 5) All Dept activities-Field Trips/Internships/Project Works etc
- 6) ICT usage by the faculty to be increased
- 7) Mission 100

II QUALITY INITIATIVES IN EXAMINATIONS & EVALUATION

- 8) Revamping of QP pattern

III.QUALITY INITIATIVES IN RESEARCH

- 9) Seed Money Proposals
- 10) MOUs signed
- 11) New Research Scholars allotted
- 12) Research Publications & Patents

IV EXTENSION

- 13) Activities to be conducted in the tribal areas

V) Proposal

- 14) Malpractice students-Debarring them for entire semester

VI) IQAC PoA for AY 25-26

- Summer vacation-Webinars to be conducted
- PG entrance Coaching-May 1 to 6 June 2025
- Faculty and administrative staff training @ one/ semester-on digital tools & data management
- Hackathon to be conducted
- Training in Drone Technology & Robotics
- Administrative Reforms-Paperless Office
- Study CHAIRS with Visiting Professors



- Implementation of Bench Marking
- Strengthening Coaching for Competitive Exams
- Strengthening PG entrance coaching
- Learning outcomes measurement
- Promoting Indian Knowledge System
Puppetry, Astronomy, Ayurveda, Astrology, Indian Vedic System etc
- Foreign students' admission
- Progression to Higher Education to be increased to 20%
- Progression to employment to be increased to 20%
- Present III sem result to be increased from 74% to 85%
- Present V sem result to be increased from 87% to 100% under Mission 100%
- Revamping practical curriculum to satisfy industrial needs
- NAAC PTV recommendations-Communication skills to students

PITHAPUR RAJAH'S GOVT COLLEGE (A): KAKINADA
ACADEMIC YEAR 2024-25
IQAC MEETING-4
MINUTES & RESOLUTIONS

Principal's Opening Remarks

The Principal and chairman of IQAC Dr B.V.Tirupanyam welcomed all the members of IQAC for this meeting and mentioned that quality initiation, quality sustenance and quality enhancement are the three important aspects for any HEI. The principal further mentioned that after the NAAC PTV momentum to conduct greater number of student centric activities only picked up and the college could conduct only a few students' centric activities like Women Leadership Conclave on 23 & 24 Jan 2025 and a mega job drive on 22-4-2025. The principal mentioned that new programmes BBA Hons Healthcare Management, BSC Hons Data Science, BSC Hons Pharmachemistry were introduced in the AY 2024-25 and in the BOS curriculum design should be done as per the industrial needs. For the semester end examinations, question paper pattern should be revamped to make students attempt questions from every unit and the question paper pattern should be strictly as per the Bloom's taxonomy. Outcome attainment has to be calculated for all papers in order to set a higher bench mark every year. Student attendance should always to be good and it should be a minimum of 75% all the time. The principal opined that classroom teaching has been going on well, however learning quality of the students has to be improved and the evaluation process should be error-free. The principal also mentioned that the assessment modes need to be changed from time to time.

The principal further explained that in the NAAC binary system of accreditation there is more emphasis on Indian Knowledge System and hence all faculty has to conduct activities related to IKS. The Principal remarked that research need to be strengthened in the college and faculty should apply for research projects funded by external agencies like DBT, DST, CSIR, ICSSR etc. The Principal further mentioned that the faculty should produce quality research publications with good citation index.

The Principal further mentioned apprenticeships, internships and research culture is the present trend among HEI's and additional knowledge has to be imparted to the students by way of guest lectures and study tours and sports and games need to be given equal importance too. Going to class on-time should be treated as more religious. As teachers it is a wonderful opportunity to change the life of students and one has to concentrate only on quality teaching and learning. The principal further added that a holistic personality should go out of the college after the completion of either graduation or post-graduation in the college. The student has to secure a placement or go for higher education or should become an entrepreneur after completion of studies in the college

The Principal with these opening remarks invited the IQAC Coordinator Dr B.Elia, to make a power-point presentation on various activities which happened in the last 2 months. The IQAC Coordinator initially discussed with the members the ATR of the previous IQAC meeting and later mentioned that the for the AY 2024-25 UG V and III semester end examination results are 87.31% and 74% respectively. The principal mentioned that the target should be 95% and 85% respectively for the next V and III semester end examinations respectively. The IQAC Coordinator explained that certificate courses are mapped for every class of II and IV semesters and many are nearing completion. Dept of Biotechnology has already completed a certificate course on sericulture and Dept of Chemistry has completed a certificate course on green chemistry and another one titled "Certificate course for Chemist Production" in collaboration with CMS labs is on-going. Dept of Hindi has started a certificate course in colloquial Hindi for all faculty. The Principal asked all the HODs to complete the reports and transmit them to the IQAC Coordinator very soon. The IQAC Coordinator further mentioned that Centre for Empowerment of Women and Gender Equity studies has organized a Women Leadership Conclave titled "Spreading the wings of 21st Century Women" on 23 & 24 Jan 2025 in which women leaders different fields took part and presented their insights about empowerment of women. Panel discussions were conducted in the two-day Conclave and the souvenir with full length research papers were also published. Dept of Economics organized a seminar on Green Economics on 22-2-2025, in which Padma shri Subhash palekar delivered a lecture online.

The IQAC Coordinator further explained that quite recently Adi Kavi Nannaya university has allotted 16 research scholars belonging to 6 departments in the college. Sri T.Venkateswara Rao, contract faculty in Zoology and two more research scholars of Dept of Hindi, who joined as scholars earlier have submitted their theses quite recently. A total of eight MOUs were made during the year with reputed organizations and all departments organized field trips for the students in the month of March and April 2025. All the departments are actively engaged in conducting commemorative days, parent teacher meetings as well. Depts of Physics, Commerce and English have organized guest lectures in this term. The IQAC Coordinator later highlighted the SWARNA ANDHRA-SWACH ANDHRA (SASA) activities which are being conducted on every third Saturday with a separate theme every month. The Dept of Physical Education organized games for women faculty members on the occasion of International women's Day and intramural games for students were conducted as well. Research Excellence award for Dr SVGVA Prasad by Institute of Researchers and Naari Ratna Award for Ms Y.Bujji were also highlighted. The IQAC Coordinator further mentioned about the formation of EAGLE Elite Anti Narcotics Group of Legal Enforcement club in the college, as per the directions of CCE and also the prizes won by the students on the occasion of police commemoration day and the rallies organized on the occasion of national voters day celebration as well as International Women's Day Celebrations. The IQAC Coordinator explained that 3 NCC cadets 1 from Airwing and 2 from Navy took part in the Republic Day Camp 2025. 21-31 March 2025 Ideation, Innovation and Entrepreneurship week has been organized by Centre for Innovation and Incubation and Entrepreneurship Development Cell. The IQAC Coordinator also highlighted the visit of Sri Kasarbada Chalapathi garu an illustrious alumnus of the college and a regular sponsor of KASARBADA scholarship for the students. At the end, the IQAC Coordinator presented the recommendations of NAAC PTV and invited the suggestions of the members for further improvement in the quality of education in the college.

After thorough discussions, the following resolutions are made in this IQAC meeting

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) Certificate Courses for the AY 2024-25
 - Resolved to complete the reports for the certificate courses organized very soon and submit to IQAC
- 4) SSS from students for II, IV, VI and VIII semesters
 - Resolved to complete SSS for II, IV VI and VIII semesters during AY 24-25, by the end of April 2025
- 5) E-career counselling to students on civil services
 - Resolved to organize e-career counselling to students on Civil services examinations and other competitive examinations

II. QUALITY INITIATIVES IN EXAMINATIONS & EVALUATION

- 6) Resolved to declare the results in a short period i.e. reduce the no of days elapsed from the last examination to the day of declaration of results.
- 7) Resolved to revamp the present question paper pattern to make students attempt questions from every unit
- 8) **Proposal-Malpractice students-Debarring them for entire semester**

Resolution: The members deferred with the proposal of debarring the student for the whole semester if caught with malpractice in even one examination.

III. QUALITY INITIATIVES IN RESEARCH

- 10) Resolved to sanction seed money for the proposals received for the AY 2024-25
- 11) Resolved to apply for the external funding agencies for research projects
- 12) Resolved to make part-time research scholars to carry out research in the summer vacation
- 13) Resolved to apply for DST-FIST project

IV. ORGANIZING EXTENSION ACTIVITIES

- 14) The committee discussed on some extension activities to be conducted in the adopted villages and resolved to conduct the following in the next two months
 - a) Awareness in the tribal areas on scientific temper
 - b) Blood Donation camps

V. PG ENTRANCE COACHING

- 15) Resolved to conduct PG entrance Coaching-May 1 to 6 June 2025

VI AQAR 23-24

- 16) Resolved to complete the submission of AQAR 23-24, as and when the window for AQAR 23-24 opens in NAAC website.

VI) IQAC PoA for AY 25-26

17) Resolved to approve the following PoA of IQAC for the AY 2025-26

- Summer vacation-Webinars to be conducted
- Faculty and administrative staff training @ one/semester-on digital tools & data management
- Hackathon to be conducted
- Training in Drone Technology & Robotics
- Administrative Reforms-Paperless Office
- Study CHAIRS with Visiting Professors
- Implementation of Bench Marking
- Strengthening Coaching for Competitive Exams
- Strengthening PG entrance coaching
- Learning outcomes measurement
- Promoting Indian Knowledge System

Puppetry, Astronomy, Ayurveda, Astrology, Indian Vedic System etc

- Foreign students' admission

The principal requested the HODs to concentrate on improving the quality in conducting practicals for students. Some of the HODs then requested for a separate space for PG labs.

For pooling up the data of students going for Higher Education, some HODs suggested mentor level tracking through whatsapp.

Sri RV.Satyanarayana requested the COE to see that the marks memos for final year UG students are issued on time to enable students attend interviews for various job opportunities

At the end Dr G.Mutyala Rao, Retd Principal of GDC, Tadepalligudem Educational Expert member of IQAC encouraged all the members to focus on student centric activities as student is the main stakeholder.

PRINCIPAL

This meeting concluded with the vote of thanks by Sri P.Vijay Kumar, Academic Coordinator

Statutory IQAC Meeting
AY 24-25.
MEMBERS PRESENT

Date: 25-04-2025

S.No	Name	Designation	Signature
1	Dr B.V.Tirupanyam	Principal & Chairman	B.V.D. Tirupanyam 25/4/25
2	Dr B.Elia	IQAC Coordinator & Lecturer in Zoology	B.Elia
Honorary Advisor			
3	Prof.K.Srinivas, NIEPA, NEW Delhi	Honorary Advisor	
External Expert Members			
4	Dr G. Mutyala Rao	Retd Principal, GDC Tadepalligudem	G.Mutyala Rao 25/4/25
5	Sri Rajkumar	Employer, Devi Fisheries Ltd, MD	
Faculty members nominated by Principal			
6	Dr K.Anjaneyulu	Vice-Principal & HOD-Philosophy	
7	Sri V.Sanjeeva Kumar	HOD-Chemistry	V.S.K.
8	Sri B.Chakravarthi	HOD-Zoology	B.Chakravarthi 25/4/2025
9	Dr M.Surekha	HOD-Physics	M.Surekha 25/4/2025
10	Ms Y.Bujji	HOD-Sanskrit	Y.Bujji 25/4/2025
Office Member nominated by Principal			
11	Sri V.Raju	Administrative Officer	V.Raju
12	Ms B.Mangamma	Office Superintendent	B.Mangamma
Academic Coordinator, COE & All HODs,			
13	Sri P.Vijaya Kumar	Lecturer in Chemistry & Academic Coordinator	
14	Dr M.Soma Raju	Lecturer in English & COE	M.Soma Raju 25/04/2025

15	Dr SVGVA Prasad	Professor of Physics & Director-DPRD	
16	Dr P.Hariram Prasad	HOD-Hindi	<i>Hariram</i> 25/4/25
17	Sri M.Venkateswara Rao	HOD-Economics	<i>M.V.Rao</i> 25/4/25
18	Sri TVV Satyanarayana	JKC Coordinator & Placement Officer	<i>TVV</i>
19	Dr P.Kiran Kumar	HOD (I/C)-Botany & Convenor Research Promotion	<i>P.K.Kumar</i>
20	Dr K.Harikishan	HOD-Political Science (I/C)	<i>K.Harikishan</i>
21	Dr K.Lakshmana Rao	HOD-Department of Commerce & Management Studies	
22	Sri GP Chakravarthy	HOD-Biotechnology	<i>G.P.C.</i> ^{thru} 25/4/25
23	Dr K.Jayadev	Incharge HOD-Maths	
24	Ms G.Sridevi	Convenor-WEC	<i>G.Sridevi</i> 25/4/25
25	Ms Ch.Vennela	HOD-English	<i>Ch.Vennela</i> 25.4.2025
26	Sri R.V.Satyanarayana	HOD-Comp Sc	<i>R.V.Satyanarayana</i> 25/4/25
27	Ms P.Jyothi	In charge HOD-Statistics	<i>P.Jyothi</i>
28	Sri V.Mallikharjuna Naik	HOD-History (I/C)	
29	Dr Songa Srinivasa Rao	HOD-Journalism	<i>S.S.Rao</i>
30	Capt Dr M.Krishna Rao	HOD-Horticulture & Food Science	<i>M.K.Rao</i>
31	Dr SVVLG Varma	HOD-Physical Education	<i>SVVLG</i>
32	Dr D.V.Ramana	Lecturer in Physical Education	<i>D.V.Ramana</i>
Student members			
33.	D. Vidya Sar	2 MSc-Zoology	<i>D. Vidya Sar</i>
34	M. Manisha	2 MSc-Zoology	<i>M. Manisha</i>
25			

PITHAPUR RAJAH'S GOVERNMENT COLLEGE (A): KAKINADA
 (Affiliated to Adikavi Nannaya University)
INTERNAL QUALITY ASSURANCE CELL (IQAC)
ACTION TAKEN REPORT OF IQAC MEETING CONDUCTED ON
25-04-2025 FOR THE ACADEMIC YEAR 24-25

Date: 2/5/2025

S.No	Resolution	Action Taken
1	Submission of reports of certificate courses conducted to IQAC	All the HODs are instructed to complete the certificate courses very soon and submit the reports to the IQAC with in a week
2	Revamping of QP	A separate committee has been constituted to look into various quality parameters including revamping of question paper pattern for semester end and submit a report to the Principal
3	Applying for External Funding agencies	All the faculty are instructed to apply for research projects to various external funding agencies like DBT, DST, CSIR, ICSSR etc
4	Applying for DST-FIST	A committee has been constituted with members from Dept of Zoology and Chemistry to apply for DST FIST project as these two depts Zoology and Chemistry have been found to be eligible for DST FIST project
5	Resolved to complete SSS for II, IV, VI and VIII semesters for the AY 2024-25	IQAC Coordinator is instructed to complete feedback collection process from students through google forms by the end of April 2025
6	Resolved to organize e-career counselling to students on Civil services examinations	All the department incharges are instructed to start weekly once E-career counselling for students and motivate them to prepare for civil services and various competitive examinations.
7	Resolved to organize PG Entrance coaching May 1 to 6 June 2025	All the HODs are instructed to conduct either online or offline classes for students for PG entrance coaching. The HODs are also instructed to rope-in external expert members for coaching
8	Pooling up of data of students going for HE	All the mentors are instructed to follow up the final year students through whatsapp and collect their admit cards once PG admission process is completed
9	Resolved to reduce the no of days elapsed from the day of last	Controller of examinations is instructed to make use of the new software purchased

	examination to the day of declaration of results.	for online evaluation and declare the results in the short period possible.
10	Resolved to sanction seed money for the proposals received for the AY 2024-25	The Convenor of Research Promotion Committee is requested to collect the recommendations of the seed money sanction committee and forward it to the Principal for sanction of seed money for the projects applied.
11	Implementation of bench marking	All the HODs are instructed to go through the bench marking given by the principal at the beginning of the academic year and implement it strictly, especially in the metrics that would benefit students directly
12	Activities of IKS	HODs are instructed to conduct webinars related to IKS in the summer vacation
13	Resolved to conduct good number of extension activities	NSS, NCC programme officers and convenor of Health Club are asked to conduct plantation drives, blood donation camps in adopted villages


IQAC Coordinator


PRINCIPAL
2 May 2024