



**PITHAPUR RAJAH'S GOVT COLLEGE (A), KAKINADA
STATUTORY IQAC MEETING-1**

29-11-2024

**AY 2024-25
AGENDA**

I.QUALITY INITIATIVES IN TEACHING AND LEARNING

- 1) ATR on Previous IQAC meeting conducted on 10-8-2023
- 2) Admissions for the AY 24-25
- 3) II, IV & VI Semester-end Results for the AY 2023-24
- 4) Benchmarking for quality assurance for the AY 2024-25
- 5) CETLE-Centre for Excellence in Teaching Learning & Evaluation-FDP
- 6) Centre for 21st Century Skills-75hr coaching on Indian Economy
- 7) All Dept activities-Field Trips/Internships/Project Works etc
- 8) ICT usage by the faculty

II.QUALITY INITIATIVES IN RESEARCH

9. Seed Money Proposals
10. Online Workshop on IPR
11. MOUs signed

III.NATIONAL SEMINAR ORGANIZED BY DEPT OF BOTANY

12. International Conference on Biodiversity & Sustainable Development Goals-
Dept of Botany

IV. QUALITY INITIATIVES IN EXAMINATIONS & EVALUATION

- 13) Online Evaluation process-BEES software

Internal 25 marks-documentation

QUALITY INITIATIVES IN EMPOWERING THE FACULTY

- 14) TOTs Organized/Professional Development of the Faculty-Video recording
- 15) FDP for all Guest Faculty-Ensuring quality in TLP in HEI's



VI. EQUIPMENT & INFRASTRUCTURE

16) Media Centre

- Xerox Machine in Library
- Renovated IQAC room
- Renovated room for WEC
- Science Park,
- Green House & Medicinal Plants in Botanical Garden
- Student Amenities Arena
- Student Coop stores
- New Roads & Kerb Walls

VII EXTENSION

- 17) Blood donation camps conducted
- 18) Blood group testing for NCC cadets by Dept of Zoology, Health Club
NSS

VIII BEST PRACTICES

19) MAANASA-STUDENT COUNSELLING CENTRE

X) IQAC PoA for AY 24-25

- 20) Submission of AQAR 23-24-work in progress
 - a) Calculation of outcome attainment by direct & indirect methods
 - b) Workshop on OBE Outcome Based Education
 - c) Workshop on ABC Academic Bank of Credits
 - d) Conducting PTM Parent Teacher Meetings at least 2/semester
 - e) Establishment of student Quality Circles

PITHAPUR RAJAH'S GOVT COLLEGE (A): KAKINADA
ACADEMIC YEAR 2024-25
IQAC MEETING-1
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 continuous learning is an important part of life and hence all the teachers should inculcate the habit of reading books from the reference library of the college among the students. The principal further advised the teachers not to cling on to only lecture method while teaching the students but to incorporate advanced teaching pedagogy like flipped classroom, peer learning, panel discussion etc. The Principal while mentioning that there is 80% quality teaching in the college, pointed out that 20% quality teaching is missing. The principal further mentioned that the communication skills of students in English are poor and it has to be improved further along with English Grammar.

The principal while mentioning that though quality in teaching is of prime importance, quality in evaluation and learning also need be looked into from time to time. Under evaluation of answer scripts, if any need to be rectified immediately and see that such mistakes are not repeated. The principal advised the members to show 10-15% incremental change in all aspects of teaching and learning, making student as the centre of all issues of TLP.

The Principal with these opening remarks requested the IQAC Coordinator Dr B.Elia, to make a power-point presentation on various activities which happened in the last 4 months.

- 1) The IQAC Coordinator in his presentation initially mentioned the reasons for the downgrading in 4th Cycle of NAAC A&A and later discussed the ATR on the previous IQAC meeting. The IQAC Coordinator, later mentioned that 3 new UG programmes namely BSc Hons Data Science, BSc Hons Pharmaceutical Chemistry, BBA Hons Health Care Management are introduced and 4 PG programmes namely MA Telugu, MA Hindi, MA English, MSc Physics and MSc Botany are discontinued due to single digit admissions, in the AY 2024-25. The IQAC Coordinator further highlighted the bench marking to be followed for the

AY 2024-25 and informed the members that 6 certificate courses are already launched by the departments for the AY 2024-25 namely

- 1) Sensor based smart wiring-Physics
- 2) Basic Electronics-Physics
- 3) Applied & Economic Zoology-Zoology
- 4) Basic Computer Applications-Comp Applications
- 5) Statistical Tools using Excel-Statistics
- 6) Communicative Hindi-Hindi Dept

The IQAC Ccoordinator further mentioned that two senior faculty namely Dr K.Anjaneyulu, HOD-Philosophy and Dr M.Venkateswara Rao-HOD-Economics were awarded PhD by Andhra University and a RUSA research project of Dr P.Hariram Prasad is in progress. The IQAC Coordinator later mentioned the FDPs and seminars/conferences, colloquium organized by the college. The IQAC Coordinator highlighted that the staff and students participated actively in the brainstorming sessions of SWARNA ANDHRA @2047 before submission of report to CCE and the District Collector. The IQAC Coordinator mentioned that the college has accumulated over 59 research publications and 20 patents in the AY 2023-24. The IQAC Coordinator further mentioned the new infrastructure added to the college as part of 4th cycle of NAAC A&A like media centre, renovated IQAC room, new student multiutility arena, student canteen and cooperative stores, science park, xerox machine for library, new student cycle stands, NCC-stage for guard of honour to high profile guests, new roads laid and kerb walls. The IQAC Coordinator highlighted that good number of commemorative days are observed and celebrated by various departments in the college. The IQAC Coordinator later concluded his presentation and thanked the principal for the opportunity to make the presentation.

All the HODs later presented the achievements of their department, after which members of the student council are asked to give their suggestions for further improve the quality of TLP. Ms Rikitha of II MSc Zoology requested for a separate laboratory for PG students and Mr Aditya-III BSc MPCS, secretary of student council appreciated the efforts of the principal as well as teachers in imparting quality education to the students.

Prof K.Srinivas of NIEPA, Honorary Advisor of IQAC, PRGC (A) could not attend the meeting, instead provided valuable suggestions for improvement in various quality parameters through whatsapp. The suggestions of Prof K.Srinivas are presented here.

Suggestions for the Statutory IQAC (Internal Quality Assurance Cell) meeting held on 29-11-2024:

By

Prof K.Srinivas
HEAD-ICT, NIEPA
Honorary Advisor
IQAC-PRGC (A)

1. Stakeholder Feedback Implementation

- Establish a system to gather and address feedback from students, faculty, alumni, and industry experts to improve teaching, learning, and infrastructure.

2. Digital Transformation Initiatives

- Discuss expanding ICT usage across departments, enhancing online evaluation systems, and promoting e-learning platforms for better accessibility and engagement.
- Align with the Digital Enablers component of Institutional Development Plan[IDP]

3. Sustainability Practices in Education

- Introduce programs integrating sustainability, like expanding the science park, greenhouse, and botanical garden initiatives to include student-led sustainability projects.

4. Quality Metrics & Outcome Tracking

- Establish a more robust framework for benchmarking and monitoring the attainment of outcomes via direct and indirect methods, aligning with the institution's goals.

5. Industry-Academic Collaboration

- Strengthen MoUs and partnerships with industries to enhance field trips, internships, and project-based learning while incorporating 21st-century skill development.

These additions align with ongoing initiatives and focus on continuous improvement, modern challenges, and holistic growth.

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) 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) New Certificate Courses for the AY 2024-25
 - Resolved to conduct at least one certificate course by each department for the students in the ongoing semester i.e. I, III, V and VII
- 5) 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 24-25, in the month of December-2024
- 6) 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

- 7) 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.
- 8) Resolved to start MISSION-100 with a target of securing 100% pass percentage in I III and V semester examinations

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 sanction seed money for the proposals received for the AY 2024-25

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 Women Leadership Conclave in the month of Jan 2025
- 13) Resolved to organize one day Workshop on Green Economics

V. 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) Plantation in the adopted villages
- b) Blood Donation camps
- c) AIDS awareness camp in the city in the month of December-2024

V. PARENT-TEACHER MEETINGS (PTM)


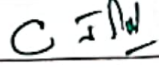
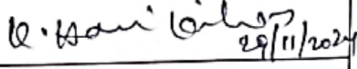

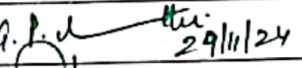
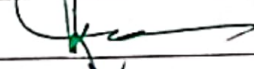
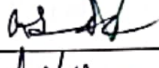
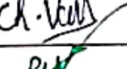

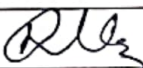
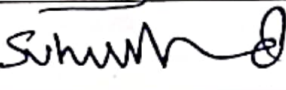
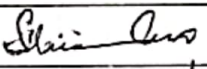

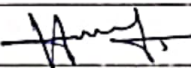
- 15) Resolved to conduct PTM at dept level
- 16) Resolved to complete the submission of AQAR 23-24, by 31 December 2024
- 17) Resolved to organize a workshop on OBE

B.V.V.
PRINCIPAL
29 NOV 2024

Date: 29-11-2024

MEMBERS PRESENT

S.No	Name	Designation	Signature
1	Dr B.V.Tirupanyam	Principal & Chairman	B.V.T. Tirupanyam 29/11/24
2	Dr B.Elia	IQAC Coordinator & Lecturer in Zoology	B.E.
Honorary Advisor			
3	Prof.K.Srinivas, NIEPA, NEW Delhi	Honorary Advisor	
External Expert Members			
4	Dr G. Mutyala Rao	Retd Principal, GDC Tadepalligudem	G.M.R.
5	Sri Rajkumar	Employer, Devi Fisheries Ltd, MD	
Faculty members nominated by Principal			
6	Dr K.Anjaneyulu	Vice-Principal & HOD- Philosophy	K.A.
7	Sri V.Sanjeeva Kumar	HOD-Chemistry	V.S.K.
8	Sri B.Chakravarthi	HOD-Zoology	B.C. 29/11/2024
9	Dr M.Surekha	HOD-Physics	
10	Ms Y.Bujji	HOD-Sanskrit	Y.B.
Office Member nominated by Principal			
11	Ms B.Mangamma	Office Superintendent	B.M.
Academic Coordinator, COE & All HODs,			
12	Sri P.Vijaya Kumar	Lecturer in Chemistry & Academic Coordinator	P.V.K.
13	Dr M.Soma Raju	Lecturer in English & COE	M.S.R.
14	Dr P.Hariram Prasad	HOD-Hindi	P.H.P.
15	Sri M.Venkateswara Rao	HOD-Economics	M.V.R.

16	Sri TVV Satyanarayana	JKC Coordinator & Placement Officer	
17	Dr Ch. John Samuel	HOD-Botany	
18	Dr K. Harikishan	HOD-Political Science (I/C)	 29/11/2024
19	Dr K. Lakshmana Rao	HOD-Department of Commerce & Management Studies	 29/11/24
20	Sri GP Chakravarthy	HOD-Biotechnology	 29/11/24
21	Dr K. Jayadev	Incharge HOD-Maths	
22	Ms G. Sridevi	Convenor-WEC	
23	Ms Ch. Vennela	HOD-English	
24	Sri R. V. Satyanarayana	HOD-Comp Sc	
25	Ms P. Jyothi	In charge HOD-Statistics	
26	Sri V. Mallikharjuna Naik	HOD-History (I/C)	
27	Dr SVGVA Prasad	Director-Research & Development	
28	Dr Songa Srinivasa Rao	HOD-Journalism	
29	Capt Dr M. Krishna Rao	HOD-Horticulture & Food Science	 29/11/24
30	Dr SVVLG Varma	HOD-Physical Education	
31	Dr D. V. Ramana	Lecturer in Physical Education	

Student members

1.	N. Aditya Sudha Bhagavan	III - BSC-MPCS	N. A. S. Bhagavan
2.	Ch. Anitha	II MSc Zoology	Ch. Anitha
3.	R. Durga Bhawani	I MSc - Analytical Chemistry	R. Durga Bhawani
4.	Md. Bibijan	I MSc - Organic Chemistry	Md. Bibijan
5.	A. John	I MSc - Analytical Chem	A. John
6.	K. Anvesh	I MSc. Organic Chemistry	K. Anvesh

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
29-11-2024 FOR THE ACADEMIC YEAR 24-25

Date: 10/12/2024

S.No	Resolution	Action Taken
1	Resolved to 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
2	Resolved to encourage the students to attend national seminars/conferences and submit research papers	All the dept incharges are instructed to encourage the student participation in national and international conferences and make them publish research papers.
3	Resolved to increase the ICT usage of the faculty to 70%	All the faculty are instructed to transact at least 70% of class work using ICT as almost 16 rooms are equipped with LCD projectors and maintain log registers in every department
4	Resolved to conduct at least one certificate course by each department for the students in the ongoing semester i.e. I, III, V and VII	All the dept in charges are instructed to start the certificate courses for students of odd semesters immediately and report compliance to the IQAC Coordinator.
5	Resolved to conduct SSS for I, III and V and VII semesters during AY 24-25, in the month of December-2024	IQAC Coordinator is instructed to collect feedback from students through google forms immediately and conduct gap analysis
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 conduct more student-centric activities especially those related to experiential learning	Every department is instructed to focus on skill-oriented courses and conduct more field trips, project works etc in this semester
8	Resolved to reduce the no of days elapsed from the day of last examination to the day of declaration of results.	Controller of examinations is instructed to make use of the new software purchased for online evaluation and declare the results in the short period possible.

10	Resolved to start MISSION-100 with a target of securing 100% pass percentage	All the teachers are instructed to start study hours in the 7 th hour every day and make the students learn the answers, with a special focus on slow learners.
11	Resolved to sanction seed money for the proposals received for the AY 2024-25	Convenor of research promotion committee and IQAC coordinator are requested to constitute a committee with external expert members from University for the sanction of seed money for minor research projects
12	Resolved to Organize Women Leadership Conclave in the month of Jan 2025 and a workshop on Green Economics	The Convenor of Women Empowerment Cell Ms G.Sridevi is asked to chalk out a plan for organizing Women Leadership Conclave and mobilize funds accordingly
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
14	Resolved to conduct PTM at dept level	All the dept incharges are instructed to hold PTMs especially for student below 75% attendance and slow learners

10/12/24
IQAC Coordinator

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

B.V.V. Prasad
PRINCIPAL
10 Dec 2024

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