

DR. S.R.K. GOVERNMENT ARTS COLLEGE, YANAM
INTERNAL QUALITY ASSURANCE CELL (IQAC)

Date: 23/09/2015 Time: 3.30pm to 5.30pm

Agenda of the meeting:

- To discuss the arrangements to be undertaken for NAAC committee visit on 28/09/2015 to 30/09/2015.
- To discuss the expenditure incurred under IQAC fund till date.
- To discuss the infrastructure facilities available, repairs and maintenance required in all departments.

Minutes of the meeting:

- IQAC meeting was held on 23rd of Sept. 2015 between 3.30pm to 5.30pm in the principal chamber. All the HODs were present in the meeting.
- All the HODs were directed to prepare necessary arrangement required for NAAC committee visit.
- All the HODs were instructed to prepare departmental activities register, prepare PPTs in order to presents before NAAC committee.
- An expenditure of Rs.12100 incurred for NAAC SSR Report was met from IQAC funds.
- All the HODs were asked to submit the details of repairs and maintenance requirements.



Dr. Dhaneshwar Prasad
IQAC Co-Ordinator

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Date: 01/10/2015 Time: 3.30pm to 4.30pm

Agenda of the meeting:

- To greet all the faculty members for the successful completion of NAAC visit.
- To discuss on the reviews of Peer Team members.

Minutes of the Meeting:

- The Principal greeted all the faculty members for the successful completion of NAAC visit.
- The recommendations given by the Peer Team members for quality enhancement of the institution were discussed with the faculty members.
- The following were the recommendations of the Peer Team:
 - Existing vacancies in English, Physical education and Library to be filled.
 - RUSA grants may be utilized to improve the infrastructure facilities.
 - Value added courses on soft skill development are the need of the day and the college may provide by evolving a suitable mechanism for the same.
 - Coaching for competitive exams to be strengthened.
 - Collaboration/linkage programs with other institutions may be introduced.
 - Faculty to undertake research projects and steps to be initiated for innovative research.
 - Since this is the only college in the region, it is desirable to start some more need based UG/PG courses in subjects like Chemistry, Business Management, Psychology, Mathematics, Statistics and Information Technology.
 - Feedback mechanism can be further strengthened.
 - More campus placements need to be arranged.
 - Alumni association to become proactive to help the college.
 - More support staff desirable for effective office administration.



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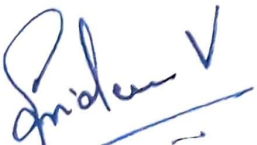
Date: 19/02/2016 Time: 3.30pm to 4.30pm

Agenda of the meeting:

- To discuss about the handing over and taking over the charge of IQAC Coordinator.
- To discuss about the conduct of National Seminar on Comparative study of Language and Literary elements in English, Hindi, Tamil and Telugu.
- To discuss about the conduct of National Seminar on Interdisciplinary Aspects of Environmental Science.
- To discuss about the organization of departmental seminars by all heads of the departments.

Minutes of the Meeting:

- All the HODs of various disciplines were warmly welcomed for the IQAC meeting.
- Due to transfer of Dr. Dhaneshwar Prasad, HOD of Maths and IQAC Coordinator, the charge was handed over to V. Sridevi, Assistant Professor of Commerce.
- The Head of Department of Telugu Dr. V. Bhaskar Reddy was instructed to conduct the National Seminar on Comparative study of Language and Literary elements in English, Hindi, Tamil and Telugu.
- The Head of Department of Zoology Mr. R.V. Gopala Rao was instructed to conduct the National Seminar on Interdisciplinary Aspects of Environmental Science.
- All the HODs were directed to organize Regional Workshops or Seminars in their respective disciplines.
- All the faculty members were encouraged to attend Orientation, Refresher Courses, Seminars/Workshops to enrich their knowledge and skills according to UGC/CAS norms.



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Action Taken Report 2015-16

- NAAC team visited our institution on 28/09/2015 to 30/09/2015.
- The recommendations given by the Peer Team members for quality enhancement of the institution were discussed with the faculty members.
- Due to transfer of Dr. Dhaneshwar Prasad, HOD of Maths and IQAC Coordinator, the charge was handed over to V. Sridevi, Assistant Professor of Commerce.
- One-Day RUSA sponsored National Seminar on “Comparative study of Language and Literary elements in English, Hindi, Tamil and Telugu” was organized by Head of Department of Telugu Dr. V. Bhaskar Reddy on 23/02/2016 and edited book was published.
- One-Day RUSA sponsored National Seminar on “Interdisciplinary Aspects of Environmental Science” was organized by Head of Department of Zoology Mr. R.V. Gopala Rao on 24/02/2016 and edited book was published.
- Regional Workshop/Seminar was organized by all the HODs in their respective disciplines.
- Some of the faculty members attended Orientation, Refresher Courses, Seminars/Workshops to enrich their knowledge and skills according to UGC/CAS norms.