

KVR, KVR & MKR COLLEGE :: KHAJIPALEM



IQAC MEETING MINUTES

FOR THE YEAR 2018-2019

Submitted By

INTERNAL QUALITY ASSURANCE CELL

Website URL : <https://www.kvrkvrmkr.edu.in>

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Minutes of First Meeting of IQAC held on 01-06-2018.

Minutes of first meeting of IQAC for the academic year 2018-2019, held on 08-6-2018 in principal chamber at 10.00AM with principal in chair, IQAC co-coordinator and other members to discuss the following agenda.

AGENDA:

Item No.1: To constitute IQAC committee for the academic year 2018-2019.

Item No.2: Discuss about the plan of action of IQAC for 2018-2019.

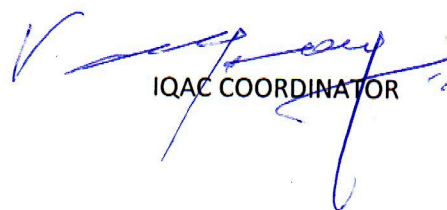
Item No.3: Preparation of Annual Academic Plan for 2018-2019.

Item No.4: Distribution of teaching diaries and teaching notes to staff.

Item No.5: Registration of MOOCs by Staff and Students

Resolution:

1. It is unanimously resolved to constitute the IQAC committee for the academic year 2018-2019.
2. It is unanimously resolved to prepare the plan of action of IQAC in 2days.
3. It is also resolved to Prepare Annual Academic plan for 2018-2019.
4. It is unanimously resolved to distribute teaching diaries and teaching notes to all the departments.
5. It is unanimously resolved to suggest staff and students to Register in MOOCs.


IQAC COORDINATOR

Dr .G .Krishnam Raju, Principal

Chair person

Sri.V.Narayana Reddy, Lecturer in Political Science

IQAC coordinator

PRINCIPAL FAC

KVR & MKR COLLEGE

KHAJIPALEM-522 329

Members:

1. Sri K.Jitendra Varma, Secretary & Correspondent
Member

2. Dr.T.Siva Prasad, Lecturer in Physical Education
Member

3. Sri B.J.R. Somayajulu, Lecturer in Computer Science
Member

4. Smt. S.Uma Rani, Lecturer in Electronics
Member

5. Dr.ch. Kishore Kumar, Lecturer in English
Member

6. Sri K.V. Mohan Rao, Lecturer in Commerce
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7. Sri P.Yedukondalu, Lecturer in Economics
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8. Sri K. Suresh Kumar, Lecturer in Mathematics
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9. Sri S.Samba Murthy, Lecturer in PG Chemistry
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12. Sri K. Venugopala Raju, Office superintendent
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13. Sri G.Murthi Raju, Industrialist
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14. Sri G.Subba Raju, Social Activist
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15. Sri N.Venkateswara Rao, Alumni
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T. Siva Prasad

B.J.R. Somayajulu

S. Uma Rani

Ch. Kishore Kumar

K. Venkateswara Rao

P. Yedukondalu

K. Suresh Kumar

S. Samba Murthy

K. Venugopala Raju

G. Murthi Raju

G. Subba Raju

N. Venkateswara Rao

Minutes of Second Meeting of IQAC held on 11-7-2018.

Minutes of Second meeting of IQAC held in principal chamber with principal in chair, IQAC co-coordinator and other members at 04.15 PM to discuss the following agenda.

AGENDA:

1. Report of Action Taken on minutes of first meeting of IQAC held on 01.06.2018
2. To conduct guest lecture on Personality Development
3. To continue Mentoring/Advisory system
4. To conduct Tutorial examinations
5. To conduct Certificate Course on Advanced Analytical Techniques by PG Chemistry Department.
6. To conduct Certificate Course on Computer Skills to Non-Computer Students by Department of Computer Science.
7. To conduct Field Project by Commerce Department in the month of August.

Resolution:

Report of Action taken on minutes of first meeting of IQAC

- Constituted IQAC Committee for the year 2018-19
- Plan of action of IQAC is prepared
- Academic calendar is framed and submitted to Principal
- Teaching diaries and teaching notes were distributed to staff
- Registration of MOOCs was suggested to staff and students. Moreover few of them registered in MOOCs on 12-06-2018 and 13-06-2018

Item2: It is unanimously resolved to conduct guest lecture on personality development by Political Science Department in the month of July.

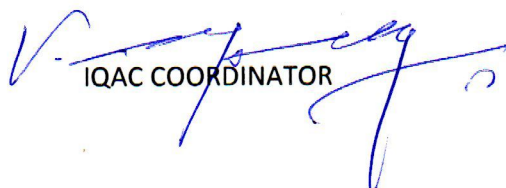
Item3: It is unanimously resolved to continue Mentoring/Advisory System.

Item4: It is unanimously resolved to conduct Tutorial examinations from 05-07-2018 onwards.

Item5: it is unanimously resolved to conduct Certificate Course on Advanced analytical Techniques by PG Chemistry Department.

Item6: It is unanimously resolved to conduct Certificate Course on Computer Skills to Non-Computer students by Department of Computer Science.

Item6: It is Unanimously resolved to conduct Field Project by Commerce Department in the month of August.


IQAC COORDINATOR

Dr .G .Krishnam Raju, Principal

Chair person

Sri.V.Narayana Reddy, Lecturer in Political Science

IQAC coordinator

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P. Yedukondalu

K. Suresh Kumar

S. Samba Murthy

K. Venugopala Raju

G. Murthi Raju

G. Subba Raju

N. Venkateswara Rao

Minutes of Third Meeting of IQAC held on 02-9-2018.

Minutes of Third Meeting of IQAC held in IQAC room on 02-09-2018 at 04.15 PM with Principal in Chair, IQAC coordinator and other members to discuss the following agenda .

AGENDA:

1. Action taken Report on minutes of second meeting of IQAC held on 11.07.2018.
2. To celebrate Teachers day on 05-09-2018.
3. To conduct ANU Women Basketball competitions.
4. To distribute the Merit Scholarships sponsored by Deccan Fine Chemicals.
5. To celebrate National Unity day.
6. To conduct Two Guest Lectures by Department of PG Chemistry.

RESOLUTION:

Action taken Report of Minutes on Second Meeting.

- Guest Lecture on Personality Development was conducted on 26-07-2018
- Implemented Mentoring/Advisory system is continuing in all classes.
- Tutorial Examinations started from 05-07-2018 onwards
- Certificate Course on Advanced Analytical Techniques started by PG Chemistry Department from 17/08/2019
- Certificate Course on Computer Skills started by Department of Computer Science from 15-07-2018
- Conducted Field project by Department of Commerce from 01-08-2018 to 20-08-2018

Item 2: It is resolved to conduct Teachers day celebrations on 05-09-2018 in our college.

Item 3: It is resolved to conduct ANU women basket ball competitions in our college.

Item 4: It is resolved to distribute the Merit Scholarships sponsored by Deccan Fine chemicals, Hyderabad in our college.

Item 5: It is resolved to conduct National unity day in our college.

Item 6: It is resolved to conduct Two Guest Lectures by Department of PG Chemistry in the month of September


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Minutes of Fourth Meeting of IQAC held on 05-11-2018.

Minutes of Fourth Meeting of IQAC is held on 05-11-2018 at 11.00 AM in IQAC room with principal in chair, IQAC coordinator and other members to discuss the following agenda.

AGENDA:

1. Confirmation of minutes of third meeting of IQAC held on 08-09-2018.
2. To conduct College Sports Day.
3. To conduct Guest Lecture on personality Development.
4. To conduct orientation programme on the usage of N-List for e-books and e-journals for staff and students.
5. To conduct ANU & KU Inter collegiate Elocution & Essay writing competitions.
6. To conduct Internal Academic Audit of all Departments by IQAC.
7. To conduct orientation program on LMS/ICT usage to all Faculty members.
8. To conduct Student Satisfaction Survey.
9. To prepare and submit the AQAR for the Academic Year 2017-18.

RESOLUTION:

Action taken Report of Minutes on Second Meeting.

- Conducted Teachers day celebrations on 05-09-2018.
- Conducted ANU Women basketball competitions on 10-09-2018
- Distributed Merit Scholarship sponsored by Deccan Fine Chemicals, Hyderabad on 17-09-2018 in a programme conducted on 17-09-2018.
- Conducted National Unity day on 31-10-2018
- Conducted Two Guest Lectures by Department of PG Chemistry on 06-09-2018, 25-09-2018

Item2: It is resolved to conduct College Sports Day on 07-12-2018.

Item3: It is resolved to conduct Guest Lecture on personality development in our college.

Item4: It is resolved to conduct the orientation programme on the usage of N-List for E-Books and E-Journals for Staff and Students.

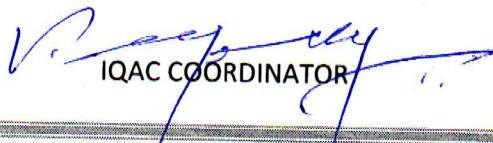
Item5: It is unanimously resolved to conduct ANU & KU Level intercollegiate Elocution & Essay Writing competitions in our college

Item6: It is resolved to conduct Internal Academic Audit of all Departments by IQAC.

Item7: It is resolved to conduct orientation program on LMS/ICT usage to all Faculty members.

Item8: It is resolved to conduct Student Satisfaction Survey.

Item9: It is resolved to submit the AQAR for the Academic Year 2017-18.


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Chair person

Sri.V.Narayana Reddy, Lecturer in Political Science

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G. Murthy

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Minutes of Fifth Meeting of IQAC held on 12-12-2018.

Minutes of Fifth Meeting of IQAC held in principal chamber with principal in chair, IQAC member, IQAC coordinator and members to discuss the following agenda.

AGENDA:

1. Confirmation of minutes of Fourth Meeting of IQAC.
2. To conduct Remedial Classes to Slow learners
3. To conduct JKC training for students to attend the campus placements.
4. To conduct Awareness Program by Women Empowerment Cell.
5. To prepare handbook for college activities.
6. To discuss about Academic and Administrative Audit of Degree colleges 2018-19 which will be conducted by commissionerate of Collegiate Education.

Resolution:

Action taken Report of Minutes on Fourth Meeting

- Conducted College Sports Day on 07-12-2018.
- Conducted Guest Lecture on Personality Development on 12-12-2018
- Conducted Orientation Program on Usage of N-List for e-books and e-journals for staff and students on 28-11-2018 and 29-11-2018
- Conducted ANU & KU Level Inter colligate Elocution & Essay writing competitions on 24-11-2018
- Conducted Internal Academic Audit of all Departments by IQAC on 07-11-2018
- Conducted orientation program on LMS/ICT usage by all Faculty Members on 20-11-2018
- Conducted Student Satisfaction survey on 05-12-2018.
- Submitted the AQAR for the Academic year 2017-18 on 19-09-2018

Item2: It is resolved to conduct Remedial Classes to slow learners.

Item3: It is resolved to conduct JKC Training for students to attend the campus placements

Item4: It is resolved to conduct Awareness Programme by Women Empowerment Cell.

Item5: It is resolved to prepare handbook for college activities.

Item6: It is resolved to prepare for Academic Audit conducted by AP Higher Education.


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Dr .G .Krishnam Raju, Principal

Chair person

Sri.V.Narayana Reddy, Lecturer in Political Science

IQAC coordinator

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B.J.R. Somayajulu

S. Uma Rani

K. V. Mohan Rao

P. Yedukondalu

S. Samba Murthy

K. Venugopala Raju

G. Murthi Raju

N. Venkateswara Rao

Agenda:

Confirmation of minutes of Fifth Meeting of IQAC.

Resolution:

Action taken Report of Minutes on Fifth Meeting

1. Conducted Remedial Classes to Slow Learners from 21-01-2019 to 20-02-2019.
2. Conducted JKC Training From 03-12-2018 to 09-02-2019.
3. Conducted Awareness Programme on 17-02-2019.
4. Prepared and Submitted hand book on 09-08-2018.
5. Conducted Academic Audit by AP Higher Education on 22-02-2019 & 23-02-2019.


IQAC COORDINATOR