

2020-2021

CONSTITUTION OF IQAC COMMITTEE

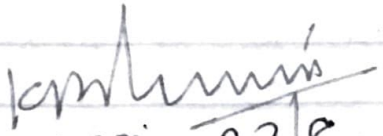
FOR THE ACADEMIC YEAR 2020-21

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A Staff Meeting is convened in the principal chamber at 3 PM under the chairmanship of Dr K. Peddi Raju, Principal (FAC). The following resolutions are made and adopted unanimously.

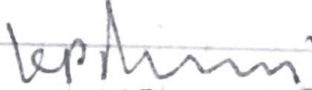
The Principal Sri K. Peddi Raju constituted the Internal Quality Assurance Cell (IQAC) for the Academic Year 2020-2021 with the following members

- | | | | |
|-----|------------------------|---------------|-------------|
| 1. | Dr K. Peddi Raju | Principal | Chairman |
| 2. | Sri VSV Krishna Murthy | Lec. in Maths | Coordinator |
| 3. | Sri TSV Padmanabham | Lec in Phy | Member |
| 4. | Dr P. P Bose | Lec in Comm | Member |
| 5. | Dr M. Bhupath Royan | Lec in Bot | Member |
| 6. | Sri Md. Sadique Ahmed | Lec in Che | Member |
| 7. | Sri A. Srinivasa Rao | Lec in Phy | Member |
| 8. | Sri G. Ramesh Rao | Lec in Eng | Member |
| 9. | Sri BVS Anur Kumar | JAC A&T. | Member |
| 10. | Sri P. Syambabu | Alumni | Member |
| 11. | Kun A. Pethe | Alumni | Member |


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The Committee made the following resolutions and are adopted accordingly.

1. It is resolved to upload the AQAR for the academic year 2019-20 and try to complete the process as early as possible.
2. It is resolved to appoint coordinators for the criteria-wise data and rephrase the staff to undergo for NAAC in this academic year and to take action accordingly.
3. It is resolved to update the academic records in the respective departments for the last years.


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 20/6/20
 20

1. Sri VSV Krishna Murthy, Coordinator - VSV Krishna Murthy
2. Sri TSV Padmanabham, Member - TSV
3. Mr P.P. Bose, Member - P.P. Bose
4. Mr M. Bhupathi Rajulu - Member - M. Bhupathi Rajulu
5. Sri Sd Ahmed - Member - Sd Ahmed
6. Sri G. Srinivasa Rao - Member - G. Srinivasa Rao
7. Sri G. Bhaskara Rao - Member - G. Bhaskara Rao
8. Sri B.V. Anand Kumar - Office - B.V. Anand Kumar
9. Sri P. Syambabu - Alumni - P. Syambabu

RESOLUTION - I / 2020-21

18/06/2020

The IQAC met in the principal chamber under the chairmanship of Dr. K. Peddikerajin, Principal (FAE) on 18/06/2020 at 4PM and discussed the necessary academic and administrative strategies to be implemented for 2020-21. The following resolutions were made

The IQAC advised all the faculty members to prepare annual Curricular Plan for the academic year 2020-21 well in advance tentatively before the academic year starts

It is resolved to conduct webinars in the college so as to make the teaching learning process active in the pandemic covid-19 situation

To conduct International yoga Day on 21/06/2020

All the Staff Members have to be in touch with the students through any online mode and keep the learning process vigorous

To update all the records which are to be maintained for NAAC Accreditation and see that the relevant information is to be sent to IQAC as required by them

To submit Form 113 for the academic audit 2019-20 (Lehishenur)

- 1 Sri VSV Krishna Murthy. Co-ordinator VSVK Murthy
- 2 Sri JSV Padmanabhan Member JSVK Murthy
- 3 Dr P P Bose Member P.P. Bose
- 4 Dr M Bhupathi Rajulu Member B.R. Rajulu
- 5 Sri Sd. Ahmed Member Sd. Ahmed
- 6 Sri G Srinivasa Rao Member G. Srinivasa Rao
- 7 Sri G Bhaskara Rao Member G. Bhaskara Rao
- 8 Sri A V S Ann Kumar office A.V.S. Ann Kumar
- 9 Sri P. Syanu Babu Shrinani P. Syanu Babu

ACTION TAKEN REPORT

with reference to the resolution made in the meeting held on 18/06/2020, the following Action has been taken.

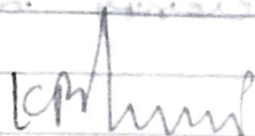
All the faculty prepared their lesson plan and annual Curricular plans tentatively and they will be executed as and when the Govt. declares the academic year 2020-21.

The department of Chemistry, Physics and Computer Science came forward and proposed to conduct Webinars in their respective subjects in the month of August - September 2021 depending on the availability of Resource Persons.

International Yoga day was conducted on 21/06/2020.

All the faculty started ECT based teaching and students were involved in teaching learning process through different platforms like Zoom, Webex, Google Meet etc as per the convenience of the teacher and the student.

All the faculty submitted Lectureship Format (L) for Academic Audit 2019-20 as directed by CCE.



RESOLUTION-II / 2020-21

04-07-2020

The IQAC Committee members met in the principal chamber under the chairmanship of Mr K Peddi Raju Principal (IAC) at 4 PM and resolved the following items on 04/07/2020

To appoint criterion wise coordinators to gather the information regarding NAAC accreditation and also to identify the weaknesses in the respective criteria.

To involve in "Jagananna Patchettoranim" an initiative by the state Government of Andhra Pradesh about "Green Andhra Pradesh" through planting the saplings in the state with the aim to achieve balanced climate environmental protection.

To celebrate independence day in the college with Patriotic sport.

To motivate the students towards the semester end examinations which are expected to be commenced from September 2021. Keep in touch with the students through online mode of teaching and clarify their doubts.

To update the records pertaining to NAAC accreditation. In this process, a systematic approach should be followed in making the registers more effective

To take special measures to develop college website. Sri KSN Prasad, lecturer in Computer Science is appointed as the Incharge of college website maintenance. for any kind of updgradation in college website

To submit ASSR formats for the academic year 2019-20 with all the relevant evidences for onward apporval by the Principal and to upload the same into ECE website

- Sri VSV Krish Murthi
- Sri J.S.V Padmanabhan
- Dr P. P. Bose
- Dr M. Bhupathi Reddy
- Sri Sd Ahmed
- Sri L. Srinivasa Rao
- Sri L. Bhaskara Rao
- Sri BVS Ann Kumar
- Sri P. Gyanabala

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[Signature]
 P. Sujan Reddy

ACTION TAKEN REPORT

with reference to the resolution made in the meeting held on 04/08/2020, the following action has been taken

- Criterion-wise Coordinators are appointed as follows
- Criterion-I - Sri A. Bhaskara Rao, Lec in English
- Criterion-II - Sri DSV Padmanabhan, Lec in Physics
- Criterion-III - Dr M. Bhupathi Reddy, Lec in Botany
- Criterion-IV - Sri G. Srinivasa Rao, Lec in Phy
- Criterion-V - Sri M. Adhikari Ahmed, Lec in Chem
- Criterion-VI - Dr P. P. Bose, Lec in Comm
- Criterion-VII - Smt V. Vijaya Lakshmi, C. Lec in Economics

The department of Chemistry and Physics organised a webinar on "chemdraw in chemistry. Research and Teaching" and "Nanotechnology and its biological insights" in the month of Aug 2020 (ie on 28/08/2020 and 29/08/2020 respectively)

celebrated Independence Day on 15/08/2020

Students are divided into slow, moderate and advanced learners. Weak learners are given special supplements to go through and important questions are given to them to appear for the semester end examinations confidently.

All the departments have updated some of the records required for NAAC Accreditation and some are to be finished. Department Profiles were prepared by the respective faculties and the results, Strength Particulars are also tabulated.

The department of physics organised a National level quiz on 19/08/2020

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RESOLUTION-14 | 2020-21

The Internal Quality Assurance Cell (IQAC) met in the principal chamber on under the chairmanship of Dr K Peddipati Principal (FAC) at 4PM and the following resolutions are made.

Special attention is to be paid to improve the strength of the College. All the faculty have to take an active role in this regard. All the doors in the neighbouring villages around Resde Mandel are to be knocked to get more admissions.

TO Conduct 151st birth anniversary celebration of Mahatma Gandhi to observe and remember "non violence and truth".

TO Pay special emphasis on remedial coaching to improve Pass Percentage of the college and also to improve the subject percentage of the lecturers and groupwise.

TO offer Certificate Courses which are job oriented for the academic year 2020-21 which is supposed to be started soon.

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Sri VS V Krishna Murthy	VS V Krishna Murthy
Sri J.S.V. Padmanabhan	J.S.V. Padmanabhan
Dr P.P. Bose	P.P. Bose
Dr M. Bhupathi Rajan	M. Bhupathi Rajan
Sri Md Sa Ahmed	Md Sa Ahmed
Sri A Srinivasa Rao	A Srinivasa Rao
Sri A Bhaskara Rao	A Bhaskara Rao
Sri B.V. Anam Kumar	B.V. Anam Kumar
Sri P. Symbala	P. Symbala

ACTION TAKEN REPORT

With reference to the resolution dated _____, the following action taken report has been done.

In order to improve the strength of the College, a College Level Committee has been appointed with vice-principal as chairman and a groupwise monitoring Committees are also appointed to gather the students into the respective groups.

Celebrated the birth anniversary of Gandhi and remembered his services and paid homage to the Great Leader.

Special Remedial Teaching classes have been conducted by the lecturers in their respective subject.

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RESOLUTION-IV / 2020-21 28/10/2020

The IQAC Committee members met in the Principal chamber on 28/10/2020 under the chairmanship of Dr K ReddiRaju (FAC) at 5 PM and resolved the following items:

All the faculty have to take an active part in the ensuing online admissions which will commence from 07/11/2020 onwards, as per the directions of the Honorable Commissioner of Collegiate Education through webex meeting held on 28/10/2020

To update the College website with all the recent activities organised in the respective departments, and see that the website is dynamic

To improve the Quality enhancement of teaching learning process, all the faculty are advised to improve ICT enabled teaching skills.

All the faculty are informed register themselves in VIDUAL Portal

As the College is recognised as one of the four Help Line Centres established in the district, the Coordinators and members of HLC are informed to pay special attention towards the queries raised by the students

All the faculty have to involve in research on par with teaching. Non doctorates have to register themselves in phd. course and doctorates have put their concentration on publication in reputed journals

K. Phani
PRINCIPAL

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- | | | |
|------------------------|-------------|------------|
| Sri VSV Krishna Murthy | Coordinator | VSV Murthy |
| Sri TSV Padmanabham | Member | TSV |
| Dr P.P. Bose | Member | P.P. Bose |
| Dr M. Bhupathi Reddy | Member | B.R. |
| Sri Sd Md Ahmed | Member | Sd |
| Sri L. Srinivasa Rao | Member | L.S.R. |
| Sri L. Bhaskara Rao | Member | L.B.R. |
| Sri BVS Anjan Kumar | Member | BVK |
| Sri P. Jayaram | Alumni | P. Jayaram |

ACTION TAKEN REPORT

With reference to the IQAC resolution dated 28/10/2020, the following action has been taken

A groupwise team consisting of three members has been deployed for each group in the college to register the students in the respective group in UAMDC portal and also to exercise weboptions.

All the departments sent their latest profiles to the administrator of the college website and got them updated.

An order to cope up with the online mode of teaching, all the faculty learnt Computer Fundamentals and all the people are taking classes in Zoom platform.

Being Recognised as HHC, the college appointed three personnel to look into the queries regarding online admissions and solved the arising problems of our level.

Two people have registered for PhD during 2019-20

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RESOLUTION - V / 2020-21

10/11/2020

The IQAC Committee members met in the principal chamber on 10/11/2020 at 4PM under the chairmanship of Dr K Peddikayam Principal (IAC) and resolved the following

All the faculty have to take precautionary measures in view of COVID-19 as per Co-153

The classwork for II, III yr students will be started from 20/11/2020 as per the academic calendar issued by the Adikavi Nannaya University.

TO adopt blended teaching in view of Covid-19 situation.

TO Conduct National Education Day (11-11-2020) and library week from (14-11-2020 to 20-11-2020) and also Constitution day (26/11/2020)

TO encourage Field trips / study projects in all the departments

TO instruct the faculty to submit the relevant information as asked by the concerned criterion coordinators for further submission of AQR 19-20

K. Peddikayam
Principal

Sri. VSV Krishna Murthy	Co-ordinator	VSV Murthy
Sri J.S.V Padmanabhan	Member	J.S.V
Dr P.P. Bose	Member	P.P. Bose
Dr M. Bhupathi Rayach	Member	Bhupathi
Sri Md Sa Ahmed	Member	Md Sa
Sri A Srinivasa Rao	Member	A.S.R.
Sri A Bhaskara Rao	Member	A.B.R.
Sri BVS Arun Kumar	Member	BVS
Sri P. Jayaraman	Member	P. Jayaraman

ACTION TAKEN REPORT

With reference to the resolution made in the IQAC meeting held on 10/11/2020, the following action has been taken

All the faculty adopted precautionary measures such as social distancing, Hand Washing, wearing mask as presented by the Health Department of Government of India to safeguard ourselves from the Pandemic Covid-19.

The class work started for III Sem, V Sem students from 20/11/2020 duly following the academic calendar issued by the Adilnari Nanmoya University.

All the faculty are in the process of preparing data for each of meeting in the seven criteria.

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RESOLUTION - VI) 2020-21

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14/12/2020

The IQAC Committee members met in the Principal chamber on 14/12/2020 at 5 PM under the chairmanship of Dr K Peddipati Principal (IAC) and resolved the following

TO accelerate the process of NAAC accreditation as there are many metrics to be filled.

All the criterionwise coordinators gave their report regarding completion of data collection in the respective criteria

TO conduct remedial classes to the needy to enhance the pass percentage of the college and to see that there are more numbers of Passants with quality

Faculties are encouraged to upload their LMS videos in the respective YouTube channel of the individual and also the selected LMS Presenter as selected by CCE are informed to upload in CCE website also

TO Prepare the statistics regarding completion work in the allotted metrics

K. Peddipati
Principal

Sri VSV Krishna Murthy	Coordinator	VSVK	
Sri JSV Padmanabhan	Member		
Dr P.P. Bose	Member		
Dr M. Bhupathi Rayudu	Member		
Sri Md Sa Ahmed	Member		
Sri C Srinivasa Rao	Member		
Sri C Raghav Rao	Member		
Sri BVS Anil Kumar	Officer		
Sri P. Syambabu	Alumni	P. Syam Babu	

ACTION TAKEN REPORT

With reference to the resolutions made in the IQAC meeting held on 14/12/2020 and the following action has been taken

All the faculty are set target to complete the NAAC work assigned to them to that effect, criterionwise coordinators are emphasized to collect the data

Remedial classes are conducted for the selected students and they are given concise materials to get pass marks

All the faculty have recorded their video lessons taught through Zooms App and they are preserved for further submission

Principal

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RESOLUTION - VII / 2020-21

22/01/2021

The IQAC Committee members met in the principal chamber on 22/01/2021 at 5PM under the chairmanship of Dr. K. Peddikar, principal (FAE). The following subjects are taken up for discussion and resolutions have been passed accordingly.

As per the Academic Calendar issued by the Adikavi Nannaya University, Rajamahendravaram, it is resolved to conduct Mid II exams in the first week of February 2021 and also to complete the syllabus before the end of February 2021 for I Sem students.

TO upload the Result Analysis 2019-20 in the CCE website facultywise and groupwise.

TO distribute endowment prizes to the eligible candidates as per the aspiration of the donor on Republic Day which will be celebrated on 26th January 2021.

TO post the attendance and marks obtained in Mid exams in the Central Attendance Register and Central Marks Register of the College respectively.

All the faculty have to submit their Teaching Diary, teaching notes, Annual Curricular Plan at the beginning of every month and get them signed.

To circulate the news that the classwork for newly admitted 2st year students starts from 28/01/2021

To monitor each and every student individually and enquire about their attendance and performance in the class.

Ambarish

22/1/2021

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Sri VSV Krishna Murthy

[Signature]

Sri VSV Radmanobhan

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Dr P.P. Bose

[Signature]

Dr M. Bhupathi Reddy

[Signature]

Sri Md Sa Ahmed

[Signature]

Sri G. Srinivasa Rao

[Signature]

Sri G. Bhavani Rao

[Signature]

Sri BVS Anur Kumar

[Signature]

Sri P. Syambabu

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ACTION TAKEN REPORTS

With reference to the resolutions made in the IQAC meeting held on 22/01/2021, the following action has been taken

• Mid term -II Examinations are conducted in the month of February 2021 for all the III; V semester students

Lecturerwise, groupwise Result is uploaded for the academic Year 2019-20

All the eligible candidates are distributed with endowment prizes on 26/01/2021

All the faculty have updated their teaching diaries, notes and are signed by the Principal before 1st week of every month

All the slow performed students and irregular students, are identified and are taken into mainstream.

Principal

RESOLUTION - VIII / 2020-21

20/03/2021

The IQAC Committee members met in the Principal chamber under the chairmanship of Dr K Peddi Raju, Principal (Ac) at 5PM on 20/03/2021. The following resolutions were made

- To motivate the V Semester students towards University examinations which will commence from 22/03/2021 and also to see that the first semester classes also run parallelly.
- To enlighten the students to post their attendance in biometric devices
- As per the instructions circulated by the Regional Joint Director of Collegiate Education, Rajamahendravaram in the DRC Meeting held on 20/03/2021 it is resolved that the faculty should pay special attention NAAC work and see that it is completed in a shorter period

To conduct departmental visits by the college team to verify the NAAC preparedness of the departments soon.

- Sarvesh
- ① VSVU
 - ② TSVP
 - ③ PPBox
 - ④ MBR
 - ⑤ MSA
 - ⑥ LSR
 - ⑦ LBR
 - ⑧ PVS
 - ⑨ P. S. Yadav

Principal

20/3/21

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P. S. Yadav

ACTION TAKEN REPORT

With reference to the resolutions made in the IASE meeting held on 22/01/2021, the following action has been taken.

All the V semester students are thoroughly taught about the Question Paper Pattern, most frequent asked questions, and list of important questions and get are made confident to face the semester end examination.

All the students who attend the college are strictly directed to Post their attendance in the biometric devices before their entry into the college class room.

All the departments are doing their level best to update the records and also departmental visits are conducted to check the status of NASE Preparedness. Some departments are good and some need to be improved. The visiting team has given suggestions to the respective departments which appear to be weak.

Vendur

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RAZOLE - 535 202 (F. E. III) 10/21

RESOLUTION - [X] / 2020-21

24/05/2021

The IQAC Committee members met in the Principal chamber under the chairmanship of Dr K. Peddi Raju Principal (IAC) on 24/05/2021 at 5 PM to discuss the following and resolved them accordingly.

- ~~As~~ The syllabus the admitted batch 2020-21 is changed, we need to select one Life Skill Course and Two Skill Development Courses (SDC) are to be chosen from the prescribed list. It is resolved to offer "Indian Culture and Science" for the II Sem students as LSC and is taught by the Telugu departments, and also to offer "Business Communication" (All groups) and "Advertising" (All groups) as SDC's for the academic year 2020-21.
- As the college is handed over to the Tahsildar, Raize as per the instructions of the District Collector, EGDT, in view of COVID-19, it is resolved to conduct online classes from 24/05/2021 until further orders as directed by the vice chancellor, Adikavi Nannaya University vide AUCU/circular/2021/60 dated 23/05/2021 of the Registrar, AUCU.

K. Peddi Raju
24/05/2021

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- TO Use ICT enabled devices to move onto online mode of teaching and with suitable platform such as weber, zoom, G. Meet etc
- TO see that those number of students be attended to the online classy
- TO Prepare the timetable for even sems

Ambar

Principal

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Dr VS V Krishna Murthy	Coordinator	VSVM
Dr TSV Pedmanabhan	Member	Jay
Dr P P Bose	Member	P P Bose
Dr M Bhupathi Rayah	Member	Rayah
Dr Md ed Ahamed	Member	MD
Dr L Srinivasa Rao	Member	SR
Dr L Bhaskar Rao	Member	CR
Dr BVS Anam Kumar	Officer	BUSA
Dr P. Gyambak	Member	P. Syam Babu

ACTION TAKEN REPORT

With reference to the resolutions made in the IASE meeting held on 29/05/2021, the following action has been taken

- As per the resolutions of the previous IASE meeting "I.C.S" is ~~taught~~ as Life Skill Course and "Business Communication", "Advertising", ^{and Taylor} Skill Development Course for 2020-21 Admitted batch in II Semester
- Due to the Pandemic Covid-19, the shifting of conventional mode of teaching to online mode is inevitable and all the faculty successfully achieved this distinction of using ICT enabled devices. Faculty are using Zoom, Google Meet Platforms to meet the needs of the students
- The timetable prepared for even semesters is adopted and implemented successfully in online teaching

[Signature]

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RESOLUTION - X / 2020-21

19/06/2021

The ICSE Committee members met in the principal chamber under the chairmanship of Mr. K. Peddirajm Principal (IAC) at 5 PM on 19/06/2021. The following discussions were made virtually and resolved accordingly.

- TO emphasize and get some command on TGT based teaching
- TO conduct International Yoga day on 21/06/2021
- TO encourage the staff to give wide publicity about online resources (free LMS ideas etc) to students which are useful in pandemic situation.
- TO upload the date relating to the classes taken according to the presented time table in Bharat Padhe, LMS and college web form without fail.
- TO encourage the faculty to undergo various kind of FDP's and webinars which are relevant to their subject
- TO motivate the students to learn from OER (Open Educational Resources) which are available in ~~with~~ open Access

- To see that more numbers of students be attended to the online classes and also to take special measures to improve the attendance of the students in online mode

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Saravathi

VSV Krishna Murthy Coordinator VSV Murthy

TSV Padmanabhan Member TSV

DRP P. Ruse Member P.P.C.

Dr M Bhupathi Rajulu Member B.R.

Sri Md Sa Ahmed Member Sa

Sri L Srinivasa Rao Member S.R.

Sri L Bhaskara Rao Member B.R.

Sri BVS Anjan Kumar Member B.V.S.

Sri P. Sambhu Member P. Sambhu

ACTION TAKEN REPORT

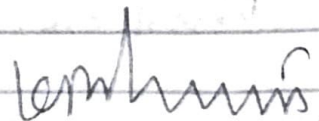
With reference to the resolution passed in the TQSE meeting held on 19/06/2021, the following action has been taken:

All the faculty of the college initially started online teaching through zoom app and then as per the direction of the Honorable Commissioner of Collegiate Education, we switched on to Google Meet in a short

Yoga Day was conducted under the supervision of Sri A. Srinivasa Rao, Lecturer in physics and Yoga trainer

Students are encouraged to go through the open Educational Resources and also to use LMS videos in CCE portal

Faculty have undergone FDP's and attended some webinars relating to their field



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RESOLUTION - XI / 2020-21

06/08/2021

The IQAC Committee members met in the principal chamber under the chairmanship of Dr. K. Pedd Raju on 06/08/2021 at 5PM. The following discussions were made and resolved accordingly.

As per the instructions of the CCE, it is mandatory to install CCE in the smart phones of the lecturers. Hence, it is resolved to install CCE app in the smart phones of the lecturers with suitable group mappings and subject mappings.

- To send proposals to the CCE to rationalise the programmes that are presently offered in the college
- To prepare the students of VI semester for the ensuing practical examinations and theory examinations
- To put keen eye on the admissions for the academic year 2021-22 and to take measures to improve the strength of the college



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Servers

VSV Krishna Murthy

VSV Venk Murthy

JSV Radmaneshan

Jarath

Dr P P Bose

P P Bose

Dr M Bhupathi Rayala

Bhupathi

Sri Md Sa Ahmed

Md Sa Ahmed

Sri L Srinivasa Rao

L Srinivasa Rao

Sri L Bhaskara Rao

Bhaskara Rao

Sri BVS Anand Kumar

BUSA

Sri P Sanyal

P Sanyal

ACTION TAKEN REPORT

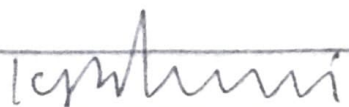
With reference to the resolution made in the JASE meeting held on 06/08/2021, the following action has been taken

All the lecturers installed OTLP app in their smart phones and ~~are~~ posting their attendance in the app daily.

As per the direction from the Government of Andhra Pradesh, it is decided to offer UC courses in Eng Medium only, and the sanctioned intake for all the groups is MPC-40, MPC340 CBZ-40, BA(UPEP)-40 BA(EECS)-40, B Com(S)-60 B Com (Comp) -40, M CCS-40

All the students were trained and were made confident to write the University exams

Admission Committees were appointed with viceprincipal as the Chairman to enhance the strength of the college. These members visited the nearby Junior Colleges and the villages in the Catchment area to promote our college facilities and strength



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