

Minutes of IQAC Meeting held on 14-6-2018

The Principal (chairperson of IQAC) and Coordinator of IQAC started the meeting with members of IQAC with greetings. The members discussed about the functioning of IQAC based on the revised guidelines as per revised accreditation framework. Discussions were held towards the process of setting quality bench marks for academic and administrative activities of the institution.

In this connection, the following decisions were taken.

1. Academic calendars to be set for B.Ed.:2018-19 First and Second year to ensure timely submissions, with the following dead lines
 - Student's attendance to be submitted by attendance in-charge of each section by 1st of every month to the office.
 - Uploading of attendance on Vidyawan Portal by 2nd of every month by office staff.
 - Time table should be prepared by time-table incharge before the commencement of class work for each semester.
 - Student assessment through assignment/ seminar/ internal exams to be completed as per the guidelines and dates given by Acharya Nagarjuna University.
 - Remedial classes to be conducted by the faculty members with proper intimation to the principal. These classes will be organised to the needy students based on the assessment of student's performance.

2. A calendar of co-curricular activities to be prepared. All the faculty members will discuss and finalise the activities/events for the coming academic year.
3. A bilingual feedback form on overall institutional performance for Student Satisfaction Survey (SSS) to be finalised with questions covering three main components: Academic, Administrative and Infrastructure.
4. Besides feedback from students, a grievance redressal form will also be prepared for all the stake holders of the institution.
5. All the coordinators of the events will be required to submit event report to IQAC within 4 days after conducting the event.
6. ICT awareness programme to be conducted for new staff members.
7. To strengthen the Alumni association, the chairperson suggested that the college should invite atleast 1-2 alumni to interact with the current batch of students.
8. To strengthen placement cell, the chairperson suggested the faculty to offer career counselling sessions for students.

The meeting ended with vote of thanks.

Compliance of decisions of IQAC Meeting held on 14-6-2018

Compliance of Item No. 1.

The members were decided to follow the academic calendar of B.Ed. Course: 2018-19 prepared by Acharya Nagarjuna University as it is an affiliated college.

Compliance of Item No. 2.

The members of the IQAC committee finalised the co-curricular activities for the academic year 2018-19.

Compliance of Item No. 3.

A bilingual feedback form on overall institutional performance for Student Satisfaction Survey (SSS) was prepared with questions covering three main components: Academic, Administrative and Infrastructure.

Compliance of Item No. 4.

A grievance redressal form was prepared for the stake holders of the institution.

Compliance of Item No. 5.

The coordinators of the events have been reporting the event information to Smt. Ch. Jalaja Kumari for maintain a record.

Compliance of Item No. 6.

ICT awareness programme was conducted for new staff members.

Compliance of Item No. 7.

Alumni were invited to interact with the current batch of students.

Compliance of Item No. 8.

Senior faculty members have been offering career counselling sessions for students from the beginning of the academic year.

