



INTERNAL QUALITY ASSURANCE CELL (IQAC)

S.V.K.P & Dr.K.S. RAJU ARTS & SCIENCE COLLEGE (A)

PENUGONDA - 534 320, W. G. Dt., A. P.

Recognized by UGC as "College with Potential for Excellence"

Accredited by NAAC with grade 'A'

Website: <https://svkpandksrajucollege.edu.in>

IQAC MEETING NO: 01

Dated: 15-06-2019

The IQAC meeting was convened at Principal's chamber on 15-06-2019 at 3.30 pm under the chairmanship of the Principal Dr. Y.V.V. Appa Rao to discuss the following agenda.

Agenda:

1. To review plan of action for the academic year 2019-2020.
2. To review the results for the academic year 2018-2019.
3. Preparation of AQAR for the academic year 2018-2019.
4. To establish Governing body for autonomy for the academic year 2019-2020.
5. To establish an Academic Council for autonomy for the academic year 2019- 2020.
6. To establish Board of Studies structure for autonomy for the academic year 2019-2020.
7. To establish Finance Committee for autonomy for the academic year 2019-2020.
8. To establish an Examination Cell for autonomy for the academic year 2019-2020.
9. To establish other Committees for autonomy for the academic year 2019-2020.
10. To organize one month online training programme on python.
11. To participate in state level National Integration camp.
12. To organize workshop on cautiousness education.


(K. SASI KUMAR)

Co-Ordinator IQAC

SVKP & Dr. K.S.Raju Arts & Science College (A)
Penugonda - 534 320, W.G.Dt.




(Dr. Y. V. V. APPA RAO)

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Resolutions of the Meeting No : 01

Dated : 15-06-2019

1. It has been unanimously resolved to improve teaching learning methods adopted in all departments.
2. It has been unanimously resolved to review the results for the academic year 2018-2019.
3. It has been unanimously resolved to prepare AQAR for the academic year 2019-2020.
4. It has been unanimously resolved to establish Governing body structure for autonomy for the academic year 2019-2020.
5. It has been unanimously resolved to establish an Academic Council structure for autonomy for the academic year 2019-2020.
6. It has been unanimously resolved to establish Board of Studies structure for autonomy for the academic year 2019-2020.
7. It has been unanimously resolved to establish Finance Committee for autonomy for the academic year 2019-2020.
8. It has been unanimously resolved to establish an Examination Cell & System for autonomy for the academic year 2019-2020.
9. It has been unanimously resolved to establish other Committees like Admission Committee, Research Committee, Timetable committee, Poor Student Scholarship Committee etc., for the academic year 2019-2020.
10. It has been unanimously resolved to organize one month online training programme on Python for M.CA and B.Sc students from 01-07-2019 to 31-07-2019 which was sponsored by APSSDC.
11. It has been unanimously resolved to participate in state level National Integration camp at Anantapur from 23-07-2019 to 27-07-2019.
12. It has been unanimously resolved to organize a workshop on cautiousness education for both UG and PG students by Mr.Sunel OO Academy Chennai on 30-08-2019 to make students as change makers.

(K. SASHI KUMAR)

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ACTION TAKEN REPORT OF THE MEETING NO: 01 DATED: 15-06-2019

1. All the departments adopted Teaching Learning Methods by ICT tools & PPT presentations.
2. Reviewed the results Department wise and Lecturer wise. The low performing departments and concerned lecturers are suggested to take necessary steps like remedial classes to improve the results.
3. Established and constituted Governing Body structure with Six Members from the Management, Two Members from the faculty, One from Industrialist, One from UGC, One from State Government, One from concerned affiliated University and Principal of the College for autonomy for the academic year 2019-2020.
4. Established and constituted an Academic Council structure with our Principal, Three Members from Affiliated University, Nearly Twenty faculty members from various departments, Four Teachers from different Categories, Four Members as Experts/Academicians and One senior faculty member as Member secretary for autonomy for the academic year 2019-2020.
5. Established and constituted Board of Studies structure with concerned Head of the department as Chairman, the entire faculty as members, One expert nominated by Vice-Chancellor as University Nominee, One subject Expert from Other University, One Representative from industry/Corporate Sector as Industrial Nominee and One Alumnus nominated by Principal as Student Representative for autonomy for the academic year 2019-2020.
6. Established and Constituted Finance Committee Headed by Principal the College, One from College Management, One nominee from affiliated University and One senior faculty of the College for autonomy for the academic year 2019-2020.
7. Established and Constituted an Examination Cell & System Headed by Controller of Examinations, Deputy Controller of Examinations, One Programmer and One supporting Staff for autonomy for the academic year 2019-2020.
8. Established and constituted other Committees like Admission Committee, Research Committee, Timetable committee, Poor Student Scholarship Committee etc are headed by the Principal and other faculty as committees which are available in the College Website for the academic year 2019-2020.
9. Organized One Month Online Training Program on "Python" for MCA and B.Sc students sponsored by APSSDC from 01-07-2019 to 31-07-2019 (30days).
10. NSS Volunteers (15 Students) participated in state Level Integration Camp held at Ananthapur from 23-07-2019 to 27-07-2019.
11. Organized Cautiousness Education workshop to make students as change makers for UG & PG Students by Mr. Sunil, OO Academy, Chennai on 30-08-2019.

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IQAC MEETING NO: 2

Dated: 09-09-2019

The IQAC meeting was convened at Principal's chamber on 09-09-2019 at 4.00 pm under the chairmanship of the principal Dr. Y.V.V. Appa Rao to discuss the following agenda.

Agenda:

1. To arrange lecture for teaching staff under faculty enhancement programme.
2. To celebrate NSS Golden Jubilee.
3. To prepare documents for NIRF.
4. To organize one day training programme on YSR Navasakam.
5. To organize a workshop on Grooming and personality development.
6. To constitute the Committee members for IQAC External Peer Team for the year 2019-2020.
7. To organize a workshop for Non-teaching staff.

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Resolutions of the Meeting No: 02

Dated: 09-09-2019

1. It has been unanimously resolved to arrange lectures for teaching staff under faculty enrichment programme from 16-09-2019 to 20-09-2019.
2. It has been unanimously resolved to celebrate NSS Golden Jubilee on 20-09-2019.
3. It has been unanimously resolved to arrange lectures for teaching staff under faculty enrichment programme from 23-09-2019 to 27-09-2019 and 01-10-2019 to 24-10-2019 (12days).
4. It has been unanimously resolved to prepare documentation to participate in NIRF (National Institutional Ranking Framework).
5. It has been unanimously resolved to organize one day training programme on YSR Navasakam for all officials i.e., Panchayat Secretaries, Sachivalayam Employees by M.K. Prasanna, Project Officer, Sarvasiksha Abhiyan, West Godavari district on 19-11-2019.
6. It has been unanimously resolved to organize a workshop on Grooming and Personality Development for UG and PG students by K. Issack Babu, Sakshi Trainer on 28-11-2019.
7. It has been unanimously resolved to constitute the following three members for IQAC External Peer Team for the year 2019-2020 namely
 1. Dr. A.P.V. Appa Rao, Head of the Department of Physics, Sri Y.N. College (A), Narsapur.
 2. Dr.M. Haranath Babu, Head of the Department of Political Science, K.G.R.L. College (A), Bhimavaram.
 3. Smt.G. Indira Kumari, Department of Commerce, S.K.S.D. Mahila Kalasala (A), Tanuku.
8. It has been unanimously resolved to organize a Workshop on Accounts and Taxation for Non-teaching Staff from 28-11-2019 to 05-12-2019 by the Department of Commerce in collaboration with IQAC.

(K. SASTI KUMAR)

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ACTION TAKEN REPORT OF THE MEETING NO:02 DATED: 09-09-2019

1. Organized lectures for Teaching Staff under Faculty Enrichment Programme from 09-09-2019 to 20-09-2019.
2. NSS Golden Jubilee Celebrations conducted on 20-09-2019.
3. Organized lectures for Teaching Staff under Faculty Enrichment Programme from 23-09-2019 to 27-09-2019, 01-10-2019 to 05-10-2019, 15-10-2019 to 17-10-2019 & 21-10-2019 to 24-10-2019.
4. Resolved to register for NIRF (National institutional Ranking Frame work) for the academic year 2019-2020.
5. Conducted One Day Training program on "YSR Navasakam" for Panchayath Secretaries, Sachivalayam Employees and Volunteers of Penugonda Mandal by Mrs.M.K. Prasanna, Project Officer, Sarva Siksha Abhiyan, W.G.Dt. on 19-11-2019.
6. Organized Workshop on "Grooming & Personality Development" for UG & PG Students by K. Issack Babu, Sakshi Trainer on 28-11-2019.
7. Constituted the following three members for IQAC External Peer Team for the year 2019-2020 namely
 1. Dr. A.P.V. Appa Rao, Head of the Department of Physics, Sri Y.N. College (A), Narsapur.
 2. Dr.M. Haranath Babu, Head of the Department of Political Science, K.G.R.L. College (A), Bhimavaram.
 3. Smt.G. Indira Kumari, Department of Commerce, S.K.S.D. Mahila Kalasala (A), Tanuku.
8. Organized a Workshop on Accounts and Taxation for Non-teaching Staff from 28-11-2019 to 05-12-2019 by the Department of Commerce in collaboration with IQAC.

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IQAC MEETING NO: 03 Dated: 10-12-2019

The IQAC meeting was convened at Principal's chamber on 10-12-2019 at 4:00pm under the chairmanship of the principal Dr. Y.V.V. Appa Rao to discuss the following agenda.

Agenda:

1. To arrange Lectures for teaching Staff under Faculty Enrichment Programme in the month of December.
2. To organize a one week Training Programme on Life Skills.
3. To organize a one day National Seminar on Health Management.
4. To organize Campus Drive of Hetero Drugs Ltd, Nakkapalli
5. To organize a Campus Drive of NCL industries limited, Hyderabad.
6. To organize Campus Drive of Chaitanya Schools for PG students.
7. To organize a workshop for Non-teaching staff.

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Resolutions of the Meeting No: 03

Dated: 10-12-2019

1. It has been unanimously resolved to arrange lectures for Teaching staff under Faculty Enrichment Programme from 18-12-2019 to 31-12-2019 (8days).
2. It has been unanimously resolved to organize a one week Training Programme on Life Skills of Mahendra Pride Class Room under Naandi Foundation sponsored by APSSDC for Final Year UG Students from 30-12-2019 to 05-01-2020.
3. It has been unanimously resolved to organize a one day National Seminar on Health Management organized by department of Management studies in collaboration with life Sciences Departments on 12-02-2020.
4. It has been unanimously resolved to organize Campus Drive of Hetero Drugs Ltd, Nakkapalli for B.Sc., B.Com., and M.Sc., students on 07-02-2020.
5. It has been unanimously resolved to organize a Campus Drive of NCL industries limited, Hyderabad for UG and PG students on 20-02-2020.
6. It has been unanimously resolved to organize Campus Drive of Chaitanya Schools for PG students on 27-02-2020.
7. It has been unanimously resolved to organize a Workshop on Internet Fundamentals and Web Surfing for Non-teaching Staff from 27-02-2020 to 02-03-2020 by the Department of Computer Science in Collaboration with IQAC.

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ACTION TAKEN REPORT OF THE MEETING NO: 03

DATED:10-12-2019

1. Organized lectures for Teaching Staff under Faculty Enrichment Programme from 18-12-2019 to 21-12-2019 & 27-12-2019 to 31-12-2019.
2. Organized One Week **Life Skills** Training program of Mahindra Pride Class Room under Naandi Foundation sponsored by APSSDC for Final Year UG students from 30-12-2019 to 05-01-2020.
3. Organized Campus Drive of "Hetero Drugs Ltd., Nakkapalli for B.Sc., B.Com and M.Sc., Students on 07-02-2020. (58 students were selected)
4. Organized a One Day National Seminar on Health Management on 12-02-2020.
5. Organized Campus Drive of NCL Industries Limited, Hyderabad for UG and PG students on 20-02-2020. (18 students were selected)
6. Organized Campus Drive of Chaitanya Schools for PG students on 27-02-2020. (18 students were selected)
7. Organized a Workshop on Internet Fundamentals and Web Surfing for Non-teaching Staff from 27-02-2020 to 02-03-2020 by the Department of Computer Science in Collaboration with IQAC.


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IQAC MEETING NO: 04 Dated: 05-03-2020

The IQAC meeting was convened at Principal's chamber on 05-03-2020 at 4.00 pm under the chairmanship of the principal Dr. Y. V. V. Appa Rao to discuss the following agenda.

Agenda:

1. To organize a one day workshop on Academic and Administrative activities.
2. To organize an Orientation and Teacher Retraining Programme.
3. To organize a workshop on Intellectual Property Rights.
4. To organize a workshop on Quality Control technique in Pharmaceutical Industry.
5. To organize a workshop for Non-teaching staff.

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Resolutions of the Meeting No: 04

Dated:05-03-2020

1. It has been unanimously resolved to organize a one day workshop on Academic Administrative activities in collaboration with Regional Joint Director of Collegiate Education, Rajamahendravaram on 09-03-2020.
2. It has been unanimously resolved to organize Orientation and Teacher Retraining Programme for 6 days from 09-03-2020 to 14-03-2020.
3. It has been unanimously resolved to organize a workshop on Intellectual Property Rights by Department of Commerce on 13-03-2020.
4. It has been unanimously resolved to organize a Workshop on Quality Control techniques in Pharmaceutical Industry on 16-03-2020.
5. It has been unanimously resolved to organize a Workshop on Lab Procedure for Non- teaching Staff from 16-03-2020 to 21-03-2020 by the Departments of Botany, Zoology and Biotechnology in Collaboration with IQAC.

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ACTION TAKEN REPORT OF THE MEETING NO:04

DATED:05-03-2020

1. Organized a One Day Workshop on Academic and Administrative Activities in Collaboration with Regional joint Director of Collegiate Education, Rajamahendravaram on 09-03-2020.
2. Organized an Orientation and Teacher Retraining Programme for 6 Days from 09-03-2020 to 14-03-2020.
3. Organized a Workshop on Intellectual Property Rights by Department of Commerce on 13-03-2020.
4. Organized a Workshop on Quality Control Techniques in Pharmaceutical industry by Department of Chemistry on 16-03-2020.
5. Organized a Workshop on Lab Procedure for Non-teaching Staff from 16-03-2020 to 21-03-2020 by the Departments of Botany, Zoology and Biotechnology in collaboration with IQAC.

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IQAC MEETING NO: 05

Dated: 18.03.2020

The IQAC meeting was convened at Principal's chamber on 18-03-2020 at 4.00 pm under the chairmanship of the principal Dr. Y. V. V. Appa Rao to discuss the following agenda.

Agenda:

1. To Create awareness on Janatha Curfew.
2. To Create awareness on Covid-19 Symptoms and precaution to be taken through Mike announcement

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Resolutions of the Meeting No: 05

Dated:18.03.2020

1. It has been unanimously resolved to create awareness to the public on Janatha Curfew by displaying banners at important public places in and around Penugonda on 21-03-2020.
2. It has been unanimously resolved to Create awareness on Covid-19 Symptoms and precaution to be taken by the people through Mike announcement for 5 days from 25-03-2020 to 29-03-2020 and covered five Mandals i.e., (1) Penugonda, (2) Penumatra, (3) Achanta, (4) Iravavaram, (5) Peravali.

(K. SASIKUMAR)

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(Dr. Y. V. V. APPARAO)

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ACTION TAKEN REPORT OF THE MEETING NO: 05 DATED:18.03.2020

1. Created awareness to the public on Janatha Curfew by displaying banners at important public places in and around Penugonda on 21-03-2020.
2. Created awareness on Covid-19 Symptoms and precautions to be taken by the people through Mike announcement for 5 days from 25-03-2020 to 29-03-2020 and covered five Mandals i.e., (1) Penugonda, (2) Penumatra, (3) Achanta, (4) Iragavaram and (5) Peravali.


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