



ADITYA DEGREE COLLEGE

(Affiliated to Andhra University)

Visakhapatnam, Andhra Pradesh 530027.

Phone: 0891-2769469, Cell: 7997686662

Website: www.aditya.ac.in/degree Email: adcgpt@aditya.ac.in

Meeting: 1

Academic year: 2019-20

Date: 15.06.2019

CIRCULAR

All the members of the IQAC are hereby requested to attend a meeting with the principal at 10:00 am on 15-06-2019 to discuss the following agenda. All IQAC members are requested to attend the meeting without fail.

Agenda:

1. Review of the previous meeting
2. Faculty Induction Programme, FDPs, Student Induction Programme
3. Discussion about Students Feedback on Teachers collected for Even Semester 2018-19
5. Conduction of Career Guidance Programmes
6. Conduction of Seminars on Current trends and technologies by all the Departments.
7. Student achievements.
8. placements.



Signature

Principal
ADITYA DEGREE COLLEGE
Gopalapatnam, Visakhapatnam



Signature

Principal
ADITYA DEGREE COLLEGE
Gopalapatnam, Visakhapatnam-27.

IQAC

Academic year: 2019-20



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The undersigned is pleased to constitute the Internal Quality Assurance Cell (IQAC) with the following members.

MEMBERS OF IQAC

S.NO	Details of the Members	Designation
1.	B. Silpa , Principal	Chairperson
2.	P. Rama Krishna Reddy, Director	Management member
3.	Sri N. Hari Satish Kumar	Co-ordinator
4.	D.Satyanarayana	External member
5.	G.Gopi Krishna	External member
6.	Jaya Lakshmi	Member
7.	M. Radha	Member
8.	M.Swapnalatha	Member
9.	B. Anvesh	Student representative
10	K.Harsha vardhan	Student representative
11.	T. Avinash(Deloitte), Alumni	Member
12.	K.Naveen, Alumni	Member
13.	B. Durga Prasad Rao, local society people	Member



Principal
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INTERNAL QUALITY ASSURANCE CELL MINUTES OF MEETING

Meeting No: 1

Date: 15.06.2019
Academic Year: 2019-20

Members present for the Meeting:

S.NO	Details of the Members	Designation	Signature
1.	B. Silpa , Principal	Chairman	
2.	P. Rama Krishna Reddy, Director	Management member	
3.	Sri N. Hari Satish Kumar	Co-ordinator	
4.	D. Styanarayana	External member	
5.	G. Gopi Krishna	External member	
6.	Jaya Lakshmi	Member	
7.	M. Radha	Member	
8.	M. Swapnalatha	Member	
9.	B. Anvesh	Student representative	
10.	K. Harsha vardhan	Student representative	
11.	T. Avinash (Deloitte), Alumni	Member	
12.	K. Naveen, Alumni	Member	
13.	B. Durga Prasad Rao, local society people	Member	

The Principal welcomed the gathering. She briefed the dignitaries about the activities and achievement of the College during the year 2019-20 and also reviewed the previous meeting minutes. The Principal welcomed the Chairman, Nominees from Local Society, Senior faculty members. Parent representatives, Alumni and Student members of IQAC. She presented the progress of the institution and the future plans to the Committee

The principal informed that the new courses introduced and had a good response and admissions are good.



Principal
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IQAC MEETING MINUTES

Meeting: 1


Academic year: 2019-20

Date: 15.06.2019

AGENDA:

1. Review of the previous meeting
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3. Discussion about Students Feedback on Teachers collected for Even Semester 2018-19
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6. Student achievements.
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Item 1: Discussion about Students Feedback on Teachers: A Report about Students Feedback on Teachers for the Even Semester 2018—19 along with Action taken Report was submitted to the Committee. They provided suggestions to improve the performance of the teachers.

Item 2: Conduction of Faculty Development Programme and Student Induction Programme: IQAC was held responsible to conduct Faculty Development Programme and Student Induction Programme during the first week of September.

Item 4: Conduct of Career Guidance Programmes- K. Venkata Ramana HoD — Mathematics, raised the need of conducting career development programmes for final year students to make them aware of choices available after Under graduation. The Principal welcomed his suggestion and opined to conduct programmes through Career Guidance Cell.

Item 5: Conduct of Seminars on Current trends and technologies: Mr. Dhanunjay suggested all the departments to conduct seminars and workshops in current trends to equip the students with the knowledge and skill set required by the industries.

Item 6: It is resolved to take necessary training program for the final years to improve the employment opportunities.

Mr. N.Hari Satish Kumar IQAC Coordinator proposed Vote of Thanks.



Signature
Principal
Chairperson

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Gopalapatnam, Visakhapatnam--



Signature
Principal
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INTERNAL QUALITY ASSURANCE CELL ACTION TAKEN REPORT

Action plan report on the decisions taken during the IQAC meeting held on 15.06.2019 is as follows:

Points discussed	Decision taken	Responsibility	Target date
Student Induction Programme	To Conduct orientation programmeduring first week of <u>S e p t e m b e r</u>	Heads of various Departments	First week of september
Conduction of faculty Induction Programme	To conduct faculty	IQAC	27.10.19
hands on training session on practicals	practicals	Concerned HODs	Academic year 2019-20
Skill Development programmes	Conducting skill development programmes for final years	Heads of various Departments	By the end of november
Conduction of Career Guidance Programmes	To Conduct of Career Guidance Programmes	Heads of various Departments	By the end of December
Conduct Seminars on Current trends and technologies by all the Departments.	Conduction of Seminars on Current trends and technologies by all the Departments.	Heads of various Departments	By the end of January




Principal
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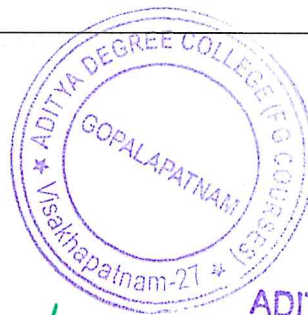
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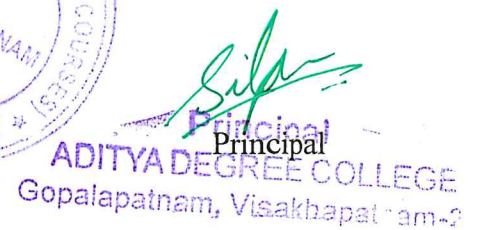
Action taken report on the decisions taken during the IQAC meeting held on 15.06.2019 is as follows

Points discussed	Decision taken	Action taken
Student Induction Programme	To Conduct orientation programmeduring first week of <u>S e p t e m b e r</u>	Orientation , Motivational programmes to the first year students
Conduction of faculty Development Programme	To conduct faculty Development program	FDP on Basic computers for effective teaching, FDP on Learning to communicate with problems in mathematics were conducted
Skill Development programmes, Add-on courses	Conducting skill development programmes for final years, Add- on courses	Android Development , Tally Course , Medical Physics, Rectifiers And Filters, Accountive Executive Certificate Program, Certificate Course On Software Models In Enterprise, Advanced Excel, Introduction To Blockchain Technology are the Add on courses
Conduction of Career Guidance Programmes	To Conduct of Career Guidance Programmes	Career Guidance programmes were organized.
Conduct Seminars on Current trends and technologies by all the Departments.	Conduction of Seminars on Current trends and technologies by all the Departments.	Heads of various Departments has organized seminars


IQAC Coordinator




Principal
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Principal
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Meeting: 2

Academic year: 2019-20

Date: 22.01.2020

Circular:

All the members of the IQAC are hereby requested to attend a meeting with the principal at 10:00 am on 22.01.2020 to discuss the following agenda. All IQAC members are requested to attend the meeting without fail.

Agenda:

1. Review of the previous meeting
2. Discussion about Students Feedback on Teachers collected for odd Semester 2019-20
3. Add on courses
4. Teaching learning methods
5. Placements
6. MOUS

Signature of the Coordinator:



Chair person
Principal
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Members of the IQAC:

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1.	B. Silpa , Principal	Chairperson
2.	P. Rama Krishna Reddy, Director	Management member
3.	Sri N. Hari Satish Kumar	Coordinator
4.	D.Styanarayana	External member
5.	G.Gopi Krishna	External member
6.	Jaya Lakshmi	Member
7.	M. Radha	Member
8.	M.Swapnalatha	Member
9.	B. Anvesh	Student representative
10.	K.Harsha vardhan	Student representative
11.	T. Avinash(Deloitte), Alumni	Member
12.	K.Naveen, Alumni	Member
13.	B. Durga Prasad Rao, local society people	Member



Principal

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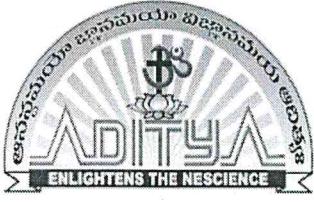
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The following members of the IQAC have attended the meeting.

S.NO	Details of the Members	Designation	Signature
1.	B. Silpa , Principal	Chairman	
2.	P. Rama Krishna Reddy, Director	Management member	
3.	Sri N. Hari Satish Kumar	Coordinator	
4.	D.Styanarayana	External member	
5.	G.Gopi Krishna	External member	
6.	Jaya Lakshmi	Member	
7.	M. Radha	Member	
8.	M.Swapnalatha	Member	
9.	B. Anvesh	Student representative	
10	K.Harsha vardhan	Student representative	
11.	T. Avinash(Deloitte), Alumni	Member	
12.	K.Naveen, Alumni	Member	
13.	B. Durga Prasad Rao, local society people	Member	



Principal,
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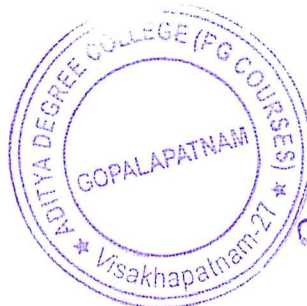
Minutes of the IQAC Meeting:

The meeting of all the members of the IQAC under the chairpersonship of the principal has been conducted on and had a detailed discussion on the following agenda.

The chairman of the committee has welcomed all the members of the IQAC and expressed his profound sense of gratitude for their esteemed presence.

Agenda of the Discussion:

1. Review of the previous meeting
2. Discussion about Students Feedback on Teachers collected for odd Semester 2019-20
3. Add on courses
4. Teaching learning methods
5. Placements
6. MOUS



Sripa
Principal
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Resolutions:

The Principal welcomed the gathering. She briefed the dignitaries about the activities and achievement of the College during odd semester and also reviewed the previous meeting minutes.

Item 1: Dr. Shilpa, the Chairperson began the session with the review the academic calendar

Item 2: : Discussion about Students Feedback on Teachers: A Report about Students Feedback on Teachers for the Even Semester 2018—19 along with Action taken Report was submitted to the Committee. They provided suggestions to improve the performance of the teachers.

Item 3: It is also decided to introduce the Add on courses to improve the quality of students and to enhance the employability of student. Also sri N. Hari Satish the coordinator of IQAC discussed with the members regarding the importance of Add on courses and to select the best ADD ON Courses which are helpful to students.

Item 4: The committee has been instructed all the HODS to check course file , lab manual and the position of equipment in labs and also lab equipment verification and to submit the report to IQAC committee.

The committee has suggested the faculty to adopt new approaches while delivering the classes. So that students will be benefited.

Item 4: the coordinator of the IQAC has instructed the faculty and other members to get maximum number of MoUs and make utilize of it.

Item 5: The placement officer explained the schedule of the visit of various companies for on campus interviews.

All the HODs have been directed to collaborate with other institutions to improve excellent social contacts.



Signature
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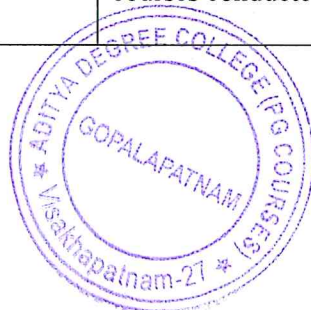
Meeting is concluded by the IQAC Coordinator Sri N. Hari Satish Kumar by proposing vote of thanks.

Action plan report of the meeting:

Points discussed	Decision taken	Responsibility	Target date
MoUs	To have MoUs with maximum number of institutions	Concerned Heads and Coordinators.	Throughout the academic year
Placements	Placements for all the final years	Placement cell	Throughout the academic year 2021-22
Add on courses	Add on courses for the even semester to be conducted.	Respective Heads of the department.	By the end of April.

Action taken report of the meeting:

Points discussed	Decision taken	Action taken
MoUs	To have MoUs with maximum number of institutions	MoUs were taken from various organizations.
Placements	Placements for all the final years	Total 1373 students have placed in Various companies during this academic year.
Add on courses	Add on courses to be conducted.	Android Development , Tally Course , Medical Physics, Rectifiers And Filters, Accountive Executive Certificate Program, Certificate Course On Software Models In Enterprise, Advanced Excel, Introduction To Blockchain Technology are the Add on courses conducted for the students in this academic year.



Satish
Principal
ADITYA DEGREE COLLEGE
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