

Affiliated to Adikavi Nannaya University Thadithota, **RAJAHMUNDRY ©** 0883 - 2400456, 457, 458 e-mail : adcrjy@aditya.ac.in.

IQAC MEETING – 2020– 2021

Meeting:-1

CIRCULAR

AGENDA

Date:15.06.2020Time: 10.30 am

Venue: IQAC conference hall

- > Faculty Induction Program.
- > Student Induction Program.
- > Hands on Training Session on Quality.
- > Events to be organized for the year
- ➤ Skill Development Programs to be offered by the Departments





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COMPOSITION OF INTERNAL QUALITY ASSURANCE CELL

S.NO	NAME	CATEGORY
I.	Dr.K. Venkata Padma Principal, Aditya Degree College	Head of the Institution
II.	Mr. G.Dhayananda	SeniorAdministrative Officer
III.	Mr. G.Hemasundarrao Department of Computer Science Mr. N.Sivashankar Department of Computer Science Ms.V.R.Rajeswari Department of Computer Science Mr. K.Ram babu Department of Commerce Ms. M.Venkateswararao Department of Commerce Mr. A.Anilkumar Department of Management Mr. K. Gopi krishna Department of Mathematics Mr. M.Ananthalakshmi Department of Second Language Mr. G.Ramakrishna Department of English	Senior FacultyMembers
IV.	Dr.S.P.Gangireddy Director, Aditya Degree College	Management Representative
v.	Mr.Gorrelasuresh Cooperator, Thadithota, Rajahmundry	Nominees from Local Society
VI	Aneel kumar Chintha CMD,Amaravathi software Innovations	Industralist
	Dr.P.A.Raja babu M.A.M.phil,P.hd Principal,S.K.V.T Govt, degree	Academecian k. venkala padr Principal,

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	college,Rajahmundry	
	R.Girish	
	(F/O, Reddi Sriram MECS, 2019-	Nominees from Stakeholders
	22)	
VIII.	S.YEDUKONDALU	
	(F/OS.HARI PRASAD, BCA,	
	2020-2023)	
	A.JYOTHI(B.COM, Batch 2016-	Alumni
	19)	Representatives
	A.ESWAR(MPC, Batch 2016-19)	•
	M.Manikanta, III B.Sc. MPCS	Student
	(Batch 2019-22)	Representatives
	Jhansi, III B.com (Batch 2019-22)	
	Mr.Ch.Phanikumar	
VII.	Head, Dept. of Physics	Coordinator







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Date: 15.06.2020Time: 10.30 am Venue: Conference Hall

Members Present for the Meeting:

S.NO	NAME	CATEGORY	Signature
	Dr.K. Venkata Padma	Head of the Institution	
	Principal, Aditya		k venicate Padme
I.	Degree College		
	Mr. G.Dhayananda	SeniorAdministrative	(0)
II.		Officer	9 Cleydin
	Mr. G.Hemasundarrao		
	Department of		
	Computer Science		1
	Mr. N.Sivashankar		0
- 1	Department of		N. Shirstones
	Computer Science		
	Ms.V.R.Rajeswari		
	Department of		Rojesatii K. Rams-en
III.	Computer Science	Senior	
	Mr. K.Ram babu	FacultyMembers	k. Damlely
	Department of		F +C00+003-20
	Commerce		
	Ms.		
	M. Venkateswararao		1
	Department of		beeks
	Commerce		
	Mr. A.Anilkumar		Andril
	Department of		7100
	Management		
1,7-1	Mr. K. Gopi krishna		
	Department of		14 0 1/1-
	Mathematics		K Conthe
	Mr.		1 Colorer
	M.Ananthalakshmi		11. Monch war
	Department of Second		P. F.
	Language		10
	Mr. G.Ramakrishna		Olle -
	Department of English		Conscale padmo
	Dr.S.P.Gangireddy	Management	Principal,

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	Director, Aditya	Representative	
IV.	Degree College	representative	SD. Gayreddy
V.	Mr.Gorrelasuresh Cooperator, Thadithota, Rajahmundry	Nominees from Local Society	Sp. Gaymedy
VI	Aneel kumar Chintha CMD, Amaravathi software Innovations	Industralist	ch Ancel
VII	Dr.P.A.Raja babu M.A.M.phil,P.hd Principal,S.K.V.T Govt, degree college,Rajahmundry	Academecian	A T
VIII.	R.Girish (F/O, Reddi Sriram MECS, 2019-22) S.YEDUKONDALU (F/OS.HARI PRASAD, BCA, 2020-2023)	Nominees from Stakeholders	Gins
	A.JYOTHI(B.COM, Batch 2016-19) A.ESWAR(MPC, Batch 2016-19)	Alumni Representatives	17th ES Clarz mangkangt
	M.Manikanta, III B.Sc. MPCS (Batch 2019-22)	Student Representatives	manokando
	Jhansi, III B.com (Batch 2019-22)		Thouse
VII.	Mr.Ch.Phanikumar Head, Dept. of Physics	Coordinator	2m





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The Chairperson welcomed the members of IQAC and the agenda was discussed.

ITEM 1: **FIP**: Internal Quality Assurance Cell Coordinator suggested to conduct faculty introduction program for this academic year on 31.08.2021 and was accepted.

ITEM 2: The Chairperson suggested the departments to conduct student induction program during the first week of September.

ITEM 3: The Chairman instructed IQAC to organize and conduct Hands on Training session on Quality and it's criteria through to as certain that all the members of the Faculty are aware of the process and procedures in NAAC.

ITEM 4: IQAC coordinator requested all the Departments to submit the year planner on the events to be organized for this Academic year.

ITEM 5: The Committee suggested all the Heads of the Departments to organize Skill Development programs for their Students.

Mrs. K.Eswarrao Parent Representative appreciated the efforts taken by the Management and the Teachers during the pandemic Period. She thanked for the support rendered by the Management. It was decided to ensure that SOP of Covid -19 Is strictly followed in the College premises and the instructions of the Government and the University are strictly adhered.

IQACCOORDINATOR



Principal.

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INTERNAL QUALITY ASSURANCE CELL

ACTION TAKEN REPORT

Action taken report for the meeting held on 15.06.2020 are as follows:

Points Discussed	Decision Taken	Responsibility	Target Date
Faculty Induction Programme	Conduct FIP for the newly recruited Faculty Members	IQAC	31.10.2020
Student Induction Programme	Conduct SIP during first week of September	Heads of Various Departments	03.10.2020- 0710.2020
Hands on Training Session on NAAC & its Criteria	Conduct Sessions on Quality.	IQAC	Atleast 4 Sessions Before October
Skill Development Programmes	Conduct Skill Development Programmes for Second & Final Years	Heads of Various Departments	By the End of December





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IQAC MEETING 2020-21

Meeting:-2

Date:24.03.2021

Time: 10.30 am

Mode:-Online

Agenda

> Conduct of Internal Audit

Discussion about Feedback collected for even Semester 2019-20

> Conducting online classes for students

Year Planner for 2021-2022

Open Discussion





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COMPOSITION OF INTERNAL QUALITY ASSURANCE

S.N	O NAME	ASSURANCE
	Dr.K. Venkata Padma	CATEGORY
I.	Principal, Aditya Degree Colleg	Head of the Institution
II.	Mr. G.W.	SeniorAdministrative Officer
	Mr. G.Hemasundarrao Department of Computer Science Mr. N.Sivashankar Department of Computer Science Ms. V.R.Rajeswari Department of Computer Science Mr. K.Ram babu Department of Commerce Ms. M.Venkateswararao Department of Commerce Mr. A.Anilkumar Department of Management Mr. K. Gopi krishna Department of Mathematics Mr. M.Ananthalakshmi Department of Second Language Mr. G.Ramakrishna Department of English	
I	Or.S.P.Gangireddy Director, Aditya Degree College	Management Representative
R	Ar.Gorrelasuresh Cooperator, Thadithota, Lajahmundry	Nominees from Local Society
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	r P A Paia hat MAA	Academecian k ventate Po



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	Principal,S.K.V.T Govt, degree college,Rajahmundry	
VIII.	R.Girish (F/O, Reddi Sriram MECS, 2019- 22) S.YEDUKONDALU (F/OS.HARI PRASAD, BCA, 2020-2023)	Nominees from Stakeholders
	A.JYOTHI(B.COM, Batch 2016-19) A.ESWAR(MPC, Batch 2016-19)	Alumni Representatives
	M.Manikanta, III B.Sc. MPCS (Batch 2019-22)	Student Representatives
	Jhansi, III B.com (Batch 2019-22)	
VII.	Mr.Ch.Phanikumar Head, Dept. of Physics	Coordinator







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Date: 24.03.2021

Time: 10.30 am

Venue: Conference Hall

Members Present for the Meeting.

S.NO	NAME	CATEGORY	Signature
	Dr.K.Venkata Padma	Head of the Institution	3
	Principal, Aditya	The same same same same same same same sam	10 rentate reduc
I.	Degree College		I technoos 122
	Mr. G.Dhayananda	SeniorAdministrative	00.
II.		Officer	G. Leey In
	Mr. G.Hemasundarrao		100
	Department of		
	Computer Science		
	Mr. N.Sivashankar		
	Department of		N. Ship Sou
	Computer Science		N. Shiva Shane
	Ms.V.R.Rajeswari		0.
	Department of		Roseswan
III.	Computer Science	Senior FacultyMembers	
	Mr. K.Ram babu	semon racarry wiemocrs	K. Rams. Lu
	Department of		K, Kounster
	Commerce		
	Ms.		0
	M. Venkateswararao		A
	Department of		Mille
	Commerce		
	Mr. A.Anilkumar		AAni
	Department of		()
	Management		
	Mr. K. Gopi krishna		1.1
	Department of		M. Grantlax
	Mathematics		
	Mr. M.Ananthalakshmi		11 Northan-
	Department of Second		M. / 1914/1/
	Language		1
	Mr. G.Ramakrishna		212
	Department of English		k.venkate padm
			Principal
V.	Dr.S.P.Gangireddy	Management	ADITYA DEGREE COLLECT



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	M.Manikanta, III B.Sc. MPCS (Batch 2019-22)	Student Representatives	Manikava
	Jhansi, III B.com (Batch 2019-22)		Thomas .
VII.	Mr.Ch.Phanikumar Head, Dept. of Physics	Coordinator	TUM

The Principal welcomed all the Members in the IQAC. He Briefed the Agenda for the Day of Meeting:

ITEM 1: Conduct of internal Audit: Internal Quality Assurance cell coordinated the internal Audit. The Audit Committee composed of two Internal Members and an External Member. They evaluated the performance of the performance of the college.

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Departments, Library, Placement, Examination Cell, Administration and Finance, Statutory bodies, Sports and other Supporting Units of Aditya Degree College. The Report was presented before the Committee. The Members appreciated the efforts of the College and suggested to improve in Research Publications.

ITEM 2: Discussion about Feedback collected for Even Semester 2019-20: Online teachers feedback by students for the event semester 2019-2020 was collected from all the Students on21.04.2021. The Consolidated Report along with Chart was submitted to Principal on 03.04.2021. The Same report was presented.

ITEM 3: Discussion about online classes: Conduction of classes for various depart ment of students through online mode.

ITEM 4: Discussion on Year Planner of 2021-2022: All the Heads of the Department and IQAC presented the Year planner for 2021-2022. The Committee suggested to ensure that the seminars and workshops increase Employability Skill of the Students.

Mr.Ch.Phani Kumar, IQAC Coordinator Proposed Vote of Thanks.

TEMP BOLLS

CHAIRPERSON

Principal.

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INTERNAL QUALITY ASSURANCE CELL

ACTION TAKEN REPORT

Action taken report for the meeting held on 24.03.2021are as follows:

Points Discussed	Decision Taken	Responsibility	
Faculty Induction Programme	Conduct FIP for the newly recruited Faculty Members	IQAC	30.06.2021
Student Induction Programme Conduction of online classes on	Conduct SIP during first week of September Conduct Sessions	Heads of Various Departments	03.06.2021 07.06.2021
Microsoft teams Skill Development		Faculty	Allsubjects
Programmes	Conduct Skill Development Programmes for Second & Final Years	Heads of Various Departments	By the End of October



Ic ventoata padma Principal. ADITYA DEGREE COLLEGE RAJAHMUNDRY.

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