



ADITYA DEGREE COLLEGE FOR WOMEN RAJAHMUNDRY

(Affiliated to Adikavi Nannayya University)

Beside R.T.C. Complex, Tadithota, Rajahmundry-533 103.

Voice : 0883- 2491359. Cell: 9701976664 Email : awdcrjy@aditya.ac.in

IQAC MEETING – 2021 – 2022

AGENDA

Date : 19.06.2021 Time : 10.30 am Mode: Online

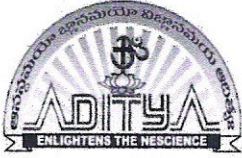
- Faculty Induction Program.
- Student Induction Program.
- Hands on Training Session on Quality.
- Events to be organized for the year
- Skill Development Programs to be offered by the Departments

IQAC COORDINATOR



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

Mr. K V S B Sastry , 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.


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INTERNAL QUALITY ASSURANCE CELL

ACTION TAKEN REPORT

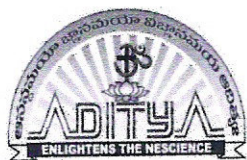
Action taken report for the meeting held on 19.06.2021 are as follows :

Points Discussed	Decision Taken	Responsibility	Target Date
Faculty Induction Programme	Conduct FIP for the newly recruited Faculty Members	IQAC	31.08.2021
Student Induction Programme	Conduct SIP during first week of September	Heads of Various Departments	03.09.2021-07.09.2021
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 October


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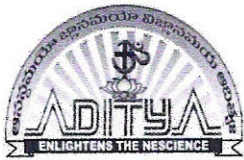
INTERNAL QUALITY ASSURANCE CELL (IQAC)

RECONSTITUTION OF MEMBERS (01.02.2022)

S.NO.	NAME	CATEGORY	DESIGNATION
I.	Dr. P Srinivasulu Principal, Aditya Degree College for Women	Head of the Institution	Chairperson
II.	Mr. K Sudhakar	Senior Administrative Officer	Member
III.	Mr. K Ananda Rao Department of Mathematics Ms. P Naga Sirisha Department of Physics Ms. N Vandana Department of Electronics Mr. K V V Subrahmanyam Department of Chemistry Mr. J Naresh Kumar Department of Computer Science Mr. P Ramesh Kumar Department of Computer Science Mr. Dr. G V S Nageswara Rao Department of Commerce Mr. K V S B Sastry Department of Management Mr. B Sridevi Department of Statistics	Senior Faculty Members	Members
IV.	S P Gangi Reddy Director, Aditya Degree College for Women	Management Representative	Member
V.	Mr. K Sudhakar Cooperator, Thadithota Rajahmundry	Nominees from Local Society	Member



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VI.	M Yamini (F/O M Ravi Kumar, MECS, 2020-2023) P. Rasitha (F/O P. Koteswara Rao, BMC, 2020-23)	Nominees from Stakeholders	Member
	S Triveni (BMC, Batch 2019- 22) SK Aneesha Raheema (BCA, Batch 2019-22)	Alumni Representatives	Member
	P Haritha (MECS, Batch 2018-2022) Y Lohitha (B. Com, Batch 2018-2022)	Student Representatives	Member
VII.	Mr. SK N Rehaman Head, Dept. of Computer Science	Coordinator	Member


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INTERNAL QUALITY ASSURANCE CELL MINUTES OF MEETING

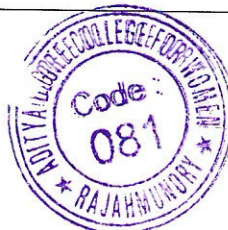
Meeting No : 2

Academic Year : 2021 – 22

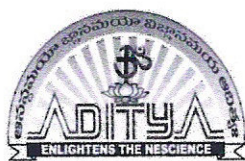
Date : 05.03.2022

Venue : IQAC Conference Hall

S.NO.	NAME	CATEGORY	SIGNATURE
I.	Dr. P Srinivasulu Principal, Aditya Degree College for Women	Head of the Institution	<i>P. Srinivasulu</i>
II.	Mr. K Sudhakar	Senior Administrative Officer	<i>K. Sudhakar</i>
III.	Mr. K Ananda Rao Department of Mathematics Ms. P Naga Sirisha Department of Physics Ms. N Vandana Department of Electronics Mr. K V V Subrahmanyam Department of Chemistry Mr. J Naresh Kumar Department of Computer Science Mr. P Ramesh Kumar Department of Computer Science Mr. Dr. G V S Nageswara Rao Department of Commerce Mr. K V S B Sastry Department of Management Mr. SK Vali Department of English	Senior Faculty Members	<i>Anand</i> <i>P. Naga Sirisha</i> <i>N. Vandana</i> <i>J. Naresh Kumar</i> <i>P. Ramesh Kumar</i> <i>G. V. S. Nageswara Rao</i> <i>K. V. S. B. Sastry</i> <i>Sastry</i> <i>Vali</i>
IV.	S.P. Gangi Reddy Director, Aditya Degree College for Women	Management Representative	<i>S. P. Gangi Reddy</i>
	Mr. K Sudhakar	Nominees from	



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V.	Cooperator, Thadithota Rajahmundry	Local Society	
VI.	M Yamini (F/O M Ravi Kumar, MECS, 2020-2023) P. Rasitha (F/O P. Koteswara Rao, BMC, 2020-23)	Nominees from Stakeholders	M. Yamini P. Rasitha
	S Triveni (BMC, Batch 2019- 22) SK Aneesha Raheema (BCA, Batch 2019-22)	Alumni Representatives	S. Triveni
	P Haritha (MECS, Batch 2018- 2022) Y Lohitha (B. Com, Batch 2018- 2022)	Student Representatives	P. Haritha Y. Lohitha
VII.	Mr. SK N Rehaman Head, Dept. of Computer Science	Coordinator	SK N Rehaman

Members Present for the Meeting :

Ms. S Triveni and Mr. SK Aneesha Raheema could not attend the meeting and so leave of absence.

The Principal Welcomed the gathering. Mr. S P Gangi Reddy, Director, Aditya Degree College for Women addressed the Institutional strives to follow the best practices to implement Outcome Based Education. He insisted that the students must meet the requirements of the industries and the team should work hard to bring the College to the next level. Dr P Srinivasulu, Principal presented the progress of the College in Teaching and Learning, Research, Achievements of Teachers and Students, Activities of Club and Committees Scholarship offered and Student Support System.

ITEM 1 :Starting of New Programmes

The Chairperson of Internal Quality Assurance Cell suggested to start new Programmes B.Sc. Artificial Intelligence and B.Sc. Data Science from the academic Year 2021-2022.



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

IQAC MEETING

Date : 05.03.2022

Time : 10.30 am

Venue : Conference Hall, IQAC

Agenda

1. Starting of New Programmes
2. 2f and 12 B Certification
3. Conduct of Value Added Courses
4. Submission of IQA and SSR to NAAC
5. Activities of the Previous year/ Any other Matters

IQAC COORDINATOR



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ITEM 2 : 2f and 12B Certification

Mr. K Satish insisted the College to follow the Parent University to speed up the process of getting 2f and 12B Certification.

ITEM 3 : Conduct of Value Added Courses

All the Second Year and Third Year Students should be given value added courses during odd end even Semester. It was decided that first year students during second semester.

Item 4 :Submission of IIQA and SSR to NAAC

Mr. SK N Rehaman suggested that the College should submit their IIQA in June/July, 2022. He advised to ensure that 80% of SSR must be in ready state before submitting IIQA to NAAC.

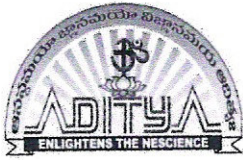
Suggestions given by the committee :

1. **Vision and Mission of the College** : Mr. SK.N.Rehaman suggested improvising and reforming the mission of the college as points rather than a paragraph.
2. **Conduct of Webinars in IPR** :Mr. J Naresh Kumar recommended the students to be trained to become entrepreneurs and not employees. He insisted that students must be encouraged to do online business. Mr. K V S B Sastry motivated the college to conduct webinars and events such as trademark and logo design creation.
3. **Starting Journals for Science and Humanities with ISSN Number** :Mr. K Satish suggested that starting of journals will motivate the teachers of the college to publish papers.
4. **Alumni Fund** :Experts instructed that the college can raise funds up to 5 lakhs through alumni donation.
5. **Waste Management System** :The committee advised the college to implement proper waste management system.
6. **Mentorship** :Mr. P Priyanka recommended the college to give appointment orders for the mentors duly signed by the English Head of the department and principal and have its records maintained properly.



P. Brinivane

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7. **Learning Management System** :LMS must be implemented and be functional.
8. **Website** :Students requisition and grievances must be made only through online. All the Committee should frame policies and must work accordingly.
9. **Lab Maintenance** :All the Equipments in the College must have the Date of Purchase and Date of maintenance. Login, Purchase and Movement registers must be maintained properly.
- 10.**Library** :Library should have e-books and e-resources. The Number of Foot falls in library should be increased.
- 11.**Solar Power Generation** :The committee appreciated the efforts of the management for usage of renewable energy and mentioned to use it as the best practise of the college. LED bulbs shall be used.
- 12.**Conduct of Events** : Experts advised to conduct Every Programme or Event through IQAC. The Documentation of the event should contain Invitation,Report,Feedback from the Guest and Photos.

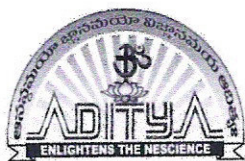
Mr. S P Gangi Reddy appreciated the initiatives and sincerity of the staff members. He motivated the Students and Teachers to work more for the society and expressed that the College is more concerned about the safety and progress of their students and felt happy that the college is the best place to learn and is progressing ahead in the Right Direction.

Mr. SK N Rehaman, IQAC Coordinator proposed the Vote of Thanks.


CHAIRPERSON




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INTERNAL QUALITY ASSURANCE CELL ACTION TAKEN REPORT

Action taken report on the decisions taken during the IQAC meeting held on 05.03.2022 is as follows:

Points Discussed	Decision Taken	Responsibility	Target Date
Starting New Programmes	Applied for B. Sc. Fisheries and B. Sc. Agriculture to Andhra University.	Administrative Office	May 2022
2f and 12B Application	Application will be sent to UGC	Principal	August 2022
Value Added Courses for the Upcoming Academic Year	All the Second Year and Third Year Students should be given value added courses during Odd & Even Semester and First Year Students during even Semester.	Respective Heads of Departments	For Odd Semester, Before October 2022 and Even Semester Before February 2023
Submission of IIQA and SSR to NAAC	Criteria coordinators and Department coordinators were Decided.	IQAC	June 2023



IQAC COORDINATOR





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