



GOVERNMENT COLLEGE FOR MEN KURNOOL

(Re-Accredited by NAAC "B" GRADE)

Affiliated to Rayalaseema University, Kurnool



INTERNAL QUALITY ASSURANCE CELL (IQAC)

ACADEMIC YEAR: 2020-2021

MINUTES OF THE IQAC MEETING and ACTION TAKEN REPORT

The Internal Quality Assurance Cell (IQAC) Coordinator, all the Staff Members met on **3/6/2020** at 2.30 PM under the Chairmanship of Dr. P. Kalavathi, Principal with main point for discussion being the challenges faced in teaching learning during the pandemic and resolved the following.

S.No	Resolution	Action taken
1	Resolved to conduct Online awareness Programmes on Covid-19 pandemic to students.	Conducted online awareness programme to the students.
2	Resolved to apply for Star College Scheme Status.	Could not apply due to Covid holidays and lockdown.
3	Resolved to prepare video lessons of good quality.	Awareness programme on good quality video lessons preparation was organized through the IQAC.
4	Resolved to conduct blended mode of teaching.	As per the instructions of CCE, 60% online and 40% offline theory classes were planned.
5	Resolved to purchase Zoompro version.	Purchased pro version of online teaching platforms to conduct Webinars and online teaching classes.
6	Resolved to apply for G-Suite membership as educational institution.	Applied for G-Suite unlimited storage and other pro facilities as an educational institution.
7	Resolved to conduct green audit.	Green audit measures are taken for environmentally sustainable measures.
8	Resolved to have linkages with incubation centers.	G Pulla Reddy Engineering College, Kurnool is identified as incubation center.
9	Resolved to organize International Yoga Day.	Unable to organize on campus due to COVID but organized virtually.

Coordinator, IQAC

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**INTERNAL QUALITY ASSURANCE CELL (IQAC)****ACADEMIC YEAR:2020-2021****MINUTES OF THE IQAC MEETING and ACTION TAKEN REPORT**

The Internal Quality Assurance Cell (IQAC) Coordinator, all the Staff Members met though online Zoom due the unprecedented situation created by the pandemic on **13/8/2020** at 2.30 PM under the Chairmanship of Dr P Kalavathi, Principal.

S.No	Resolution	Action taken
1.	Resolved to conduct Online Awareness Programmes on Covid-19 pandemic to students.	Online awareness programmes were organized by the faculty on the spread of Corona virus. During the programme, informative lectures were conducted by the staff over the common symptoms, preventive measures, and management of a COVID infected.
2	Resolved to conduct online classes for 2 nd and 3 rd Year students through online web tools/platforms.	Staff conducted online class room through Zoom, Google meet and uploaded the same in Bharatpade online, a link of CCE website.
3.	Resolved to conduct survey on internet facilities available to the poor and deprived students.	Staff conducted an online survey on internet facilities and also provided aid for the purchase of internet data and device if required.
4.	Resolved to organize webinars, online lectures for the benefit of the students.	Organized webinars and online lectures by the staff via different platforms.
5.	Resolved to upload study material for the students in the college website or Google Classroom management platforms.	Staff uploaded study material in the form of PDF notes, audio and video links in their class room management platforms such as Google Classroom, Canvas instructure and Edmodo.
6.	Resolved to encourage the staff enrollment in MOOCs online courses, Webinars, FDP and to develop LMS content.	Staff enrolled for SWAYAM courses, participated in FDPs, webinars and developed quadrants for LMS platform.
7	Resolved to conduct External Examinations for 6 th semester students following COVID protocol.	Conducted examinations by following Standard Operating Procedures (SOP) released by the Medical and Health Department, Government of Andhra Pradesh.
8	Resolved to celebrate national important days.	Conducted Independence Day, Teachers Day, Gandhi Jayanthi, Lal Bahadur Shastri Jayanthi and other national festivals.
9	To encourage staff to publish research papers in Standard Journals and apply for research projects to various funding agencies.	Lecturers have published research papers and applied for research projects.

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MINUTES OF THE IQAC MEETING

and

ACTION TAKEN REPORT

The Internal Quality Assurance Cell (IQAC) Coordinator, all the Staff Members met though online Zoom on **17/10/2020** at 2.30 PM under the Chairmanship of Dr P Kalavathi, Principal and resolved the following.

S.No	Resolution	Action taken
1.	Resolved to constitute IQAC Committee.	IQAC Committee formed for the academic year 2019-20 will continue for the academic year 2020-21.
2.	Resolved to approve the action plan of the IQAC and the Institution plan	Action plan of the IQAC and the Institution plan is approved.
3.	Resolved to discuss the status of the AQAR data of 2019-2020.	Progress on AQAR data collection for 2019-20 was reviewed.
4.	Resolved to collect and upload the Lecturer wise result to CCE portal.	Proformas for Lecturer wise result analysis were collected from the staff and uploaded to CCE portal.
5.	Resolved to take Remedial classes for slow learners.	Remedial classes for slow learners were taken. Study material and question banks were provided.
6.	Resolved that teaching and learning must be enhanced along with ICT tools and various virtual pedagogies.	Teaching and learning were conducted through Zoom, Microsoft teams, Google meet and Virtual labs for the practical sessions.
7.	Resolved to conduct First and Second internal exams for Semester III and V Semester students.	Internal exams conducted by following SOPs of CCE Andhra Pradesh
8	Resolved to conduct subject related Certificate Courses three to four per department.	Subject related Certificate Courses are planned.
9	Resolved to implement faculty improvement strategies and to provide financial assistance needed.	Faculty improvement strategies were focused.

K.V. Madhusudan
Coordinator , IQAC

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**INTERNAL QUALITY ASSURANCE CELL (IQAC)****MINUTES OF THE IQAC MEETING****and****ACTION TAKEN REPORT**

All the Staff members IQAC members met in the Principal Chamber on **23/01/2021** under the Chairmanship of Dr P Kalavathi, Principal at 2.15PM and resolved the following.

S.No	Resolution	Action taken
1.	Resolved to Create awareness to the staff and students on AP Degree Online Admissions 2021. Encouragement towards Online Admissions through oamdc.ap.gov.in website and which is maintained by APCFSS & e-Office.	Created awareness to the staff and students regarding Online Admissions through oamdc.ap.gov.in website and which is maintained by APCFSS & e-Office as it is for first time and help desk is arranged at the college for assisting the students for applying online admission. Paper advertisement is also published highlighting college registrations under Cluster University.
2.	Resolved to start new UG courses with the following combinations - Horticulture- Botany- Chemistry, Mathematics - Physics -Renewable Energy, Mathematics, Chemistry and Industrial Chemistry.	CCE granted permission for these courses to start from the academic year 2020-21.
3.	Resolved to windup MPC TM as per the instructions of CCE.	MPC TM is winded up.
4.	Resolved to celebrate National Important days.	Celebrated National Voters Day on 25 th Jan 2021, Republic Day on 26 th 2021, International Women's Day on 8-03-2019 and other important days.
5.	Resolved to conduct student Induction Programme for first Year students	Conducted Induction Programme for the first-year students.
9	Resolved to conduct certificate courses, seminars, project works and field trips to the students.	Conducted certificate courses, seminars, project works and field trips to the students of various departments as per their schedule.

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ACTION TAKEN REPORT

All the Staff met in the Principal Chamber on **24/03/2021** under the Chairmanship of Dr. P. Kalavathi, Principal at 3.30 PM and resolved the following.

S.No	Resolution	Action taken
1.	To improve teacher quality by encouraging and supporting them to participate in workshops, conference, seminars etc. and upgrade their qualification through online and offline.	Most of the faculty members have been attended National and International seminar, conference and workshop. 4 faculty of the college are pursuing Ph. D.
2.	Resolved to form mentor-mentee system.	Mentor-mentee system is adopted.
3.	Resolved to complete internals and student seminars for first year students.	Students' seminars and internals started from 29.03.2021.
4.	Resolved to develop greenery and to engage part-time gardener by utilizing the restructured fund.	Part-time gardener was appointed.
5.	Resolved to introduce energy saving means to minimize mounting electricity bills – electricity audit.	LED bulbs and Five-star rated power saving appliances are installed.
6.	Resolved to utilize the services of technicians to upgradation of equipment and systems.	Computer systems are formatted the operating systems and software is upgraded.
7.	Resolved to conduct skill development programmes and community service programmes.	Conducted skill development and community service programmes.
8.	Resolved to conduct student centric activities	Essay writing, Elocution, Quiz, seminars, group discussions and field trips, guest lectures were conducted.

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ACTION TAKEN REPORT

All the IQAC members met in the Principal Chamber on **25/05/2021** under the Chairmanship of Dr P Kalavathi, Principal at 3.30 PM and resolved the following.

S.No	Resolution	Action taken
1.	Resolved to improve faculty by encouraging and supporting them to participate in workshops, conference, seminars and upgrade their qualification.	Most of the faculty members have attended National and International seminar, conference and workshops online.
2.	Resolved to organize National Webinar on "Recent Trends in Physics" by IQAC and Dept of Physics	Organized National Webinar on "Recent Trends in Physics" by IQAC and Dept of Physics on 10- 06-2020.
3.	Resolved to organize National Webinar on "Intellectual Property Rights and Patents" by IQAC and Dept of Physical Education	Organized National Webinar on "Intellectual Property Rights and Patents" by IQAC and Dept of Physical Education on 24-06-2020.
4.	Resolved to organize National Webinar on "Women entrepreneurship: Emerging Issues and Challenges".	Organized National Webinar on "Women Entrepreneurship: Emerging Issues and Challenges" by Dept of Commerce and IQAC and Dept of Physical Education on 06-08-2021.
5.	Resolved to Organize International Webinar on "Yoga and Wellness" in association with International Federation of Physical Fitness and Sports Science Association by IQAC and Dept of Physical Education	Organized International Webinar on "Yoga and Wellness" in association with International Federation of Physical Fitness and Sports Science Association by IQAC and Dept of Physical Education on 21-06-2021 and 22-06-2021 with more than 250 participants has participated from different countries.

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MINUTES OF THE IQAC MEETING

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ACTION TAKEN REPORT

All the Staff members IQAC members met in the Principal Chamber on **03/08/2021** under the Chairmanship of Dr P Kalavathi, Principal at 12.30 PM and resolved the following.

S.No	Resolution	Action taken
1.	Resolved to analyze the Results of the students.	Group wise, Subject wise Result analysis and Lecturer-wise analysis was done and remedial measures were suggested to slow learners. Steps taken to improve the overall result.
2.	Resolved to continue MOUs and activities.	Related activities under MOUs are organized.
3.	Resolved to extend network facility.	Extension of fast and uninterrupted Fiber net facility to all departments and labs.
4.	Resolved to improve infrastructural facilities.	Construction of women toilets, women staff room and anti-room to the existing principal room is planned.
5.	Resolved to conduct Career Guidance and Counseling program for students.	Counseling programmes for students on career guidance and personality development has been conducted by IQAC in the college.
6	Resolved to conduct Personality Development programme for students.	Conducted Personality Development programmes.
7	Resolved to conduct Plantation Programme	Plantation Programme is carried out in the campus.
8	Resolved to conduct National Important days	Hindi Divas Samaroh was celebrated by department of Hindi on 14-09-2021 and world food day by the department of Economics on 16-10-2021.
9	Resolved to continue "Hand-full rice" a programme of Biotechnology students.	"Hand-full Rice" programme is continued. Adopted old age home near college.

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**INTERNAL QUALITY ASSURANCE CELL (IQAC)****MINUTES OF THE IQAC MEETING****and****ACTION TAKEN REPORT**

All the Staff members IQAC members met in the Principal Chamber on **21/10/2021** under the Chairmanship of Dr P Kalavathi, Principal at 12.30 PM and resolved the following

S.No	Resolution	Action taken
1.	To organize capacity building programmes to teaching staff and non-teaching staff.	Quality initiative programmes are conducted for teaching and non-teaching staff.
2.	To motivate the faculty to take up MRP's, publish books & research papers	Research articles have been published by the faculty in the reputed International and National journals. Faculty members have also authored books.
3	Resolved to conduct National Important days.	National Constitution Day was celebrated by department of Political science on 26.11.2021, World AIDS day on 01-12-2021 by NSS units and other programmes.
4	Resolved to conduct National Library Week celebrations.	Conducted National Week celebrations on 15-11-2021 by the Department of Library Sciences
5.	Resolved to conduct Placement Drives	Placement drive of ICICI was conducted by JKC on 26-11-2021 and 10 students were selected
6.	Resolved to organize co-curricular and extra-curricular activities.	Conducted essay writing, elocution, painting, music and other competitions. Field trips, seminars and study projects are planned.
7	Resolved to dispose wastage including e-wastage.	Department of Physics is assigned to follow proper procedure to dispose wastage.
8	Resolved to work with at least one village under UBA programme.	Planned to adopt Dinnevarapadu Village.
9	Resolved to continue third Saturday of every month for "Clean and Green" programme.	Continued the "Clean and Green" programme to clean the class rooms and the campus.

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ACTION TAKEN REPORT

All the Staff members IQAC members met in the Principal Chamber on **03/12/2021** under the Chairmanship of Dr P Kalavathi, Principal at 12.30 PM and resolved the following.

S.No	Resolution	Action taken
1.	Resolved to conduct Extension activities	Visited SERUDS old age home on 10-12-2021, and donated Rice other groceries.
2.	Resolved to conduct National Important days	Mathematics days was celebrated by Dept of Mathematics on 22.12.2021 and world soil day on 05-12-2021 by the department of Botany and other important events.
3	Resolved to conduct Plantation Programme	Plantation Programme is carried out in the campus on 21-12-2021 inaugurated by Honorable Vice Chancellor Prof. Sai Gopal
4.	Resolved to conduct Free cardiac Screening Camp	Free cardiac Screening Camp was organized by the department of Chemistry in association with Kim's hospital 15-12-2021
5	Resolved to conduct Swachha Bharat Programme – Campus cleaning.	Swachha Class room under Swachha Bharat Abhiyan was conducted by Department of Economics on 16-12-2021 and on all 3 rd Saturdays of the month.
6.	Resolved to encourage lecturers to extend their services to other colleges.	Invited Lecture by Dr. K.G.Mallikarjuna at Silver Jubilee College, Kurnool and other staff.
7.	Resolved to encourage students to participate in national, state and district level seminars and workshops.	Students participated in various levels seminars.
8.	Resolved to bring out college calendar, newsletter and magazine.	Planned Calendar, newsletter and magazine. Newsletter uploaded in the college website.
9	Resolved to strengthen water harvesting and green audit measures in the campus.	Proper water harvesting and green audit measures are initiated.

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