

**VISVODAYA GOVERNMENT DEGREE COLLEGE
VENKATAGIRI, SPSR NELLORE (Dt) – 524 132**

INTERNAL QUALITY ASSURANCE CELL (IQAC)

2017-2018

MINUTES OF THE MEETING - I

The Teaching Staff of this college attended a meeting under the Chairmanship of Sri S. Saibaba, Principal on 01-07-2017 at 4.00 P.M. to discuss the following agenda:


Agenda of the Meeting:

1. To conduct Vanam-Manam Programme scheduled for the same day.
2. Appointment of guest faculty or contract faculty in the departments where faculty have retired as a measure to strengthen them.
3. To discuss the requirement of text books and reference books by each department for forthcoming V & VI Semesters in CBCS.
4. To conduct awareness programmes like blood donation and first-aid.
5. To discuss Workshops/Conference/Seminars to be organized by individual departments during the year 2017-18.

Resolutions:

1. Resolved to conduct Vanam-Manam programme today itself i.e., 01-07-2017.
2. Resolved to conduct interviews for guest faculty through a committee and to submit a proposal to Regional Joint Director (RJD) requesting appointing of contract faculty.
3. Resolved to submit a proposal to the Principal, for purchase of required text books and reference books under the State Budget and SC& ST Book Bank.
4. Resolved to organize awareness programmes like blood donations and first aid.
5. Resolved to organize District Resource Committee (DRC) Seminars, National Seminars and University Level Seminars.


IQAC Co-Ordinator 01/07/17.


PRINCIPAL 01-7-17
Principal (FAC)
Visvodaya Government Degree College
VENKATAGIRI,
SPSR Nellore Dist-524 132

Members.

1. Bee-ras

2. Ym-di

3. A-nivurur

4. Ahny

5. B.wei

6. R.rijayc

7. ulu

8. MM-eli

9.

10. K. kotemans Jao

11.

12.

**VISVODAYA GOVERNMENT DEGREE COLLEGE
VENKATAGIRI, SPSR NELLORE (Dt) – 524 132**

INTERNAL QUALITY ASSURANCE CELL (IQAC)

2017-2018

MINUTES OF THE MEETING – II

The Teaching Staff of this college attended a meeting under the Chairmanship of Sri S. Saibaba, Principal on 17-10-2017 at 4.00 P.M. to discuss the following agenda:


Agenda of the Meeting:

1. To discuss the new courses to be introduced under Add-on Courses / Certificate Programmes.
2. To discuss the Procurement of Equipment and apparatus required by Science Laboratories in view of newly introduced Subjects under CBCS.
3. To review the university results of II & IV Semesters and final Year Students.
4. To discuss the internal evaluation mechanism to be adopted in newly introduced Study Projects.

Resolutions:

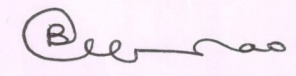
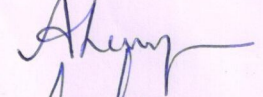
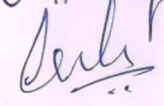


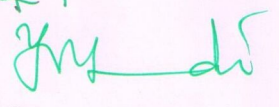
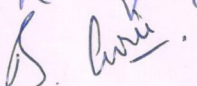
1. Resolved to conduct the Certificate Programmes on Fundamentals of Computer Designing Programmes and GST/ Tally Courses / Certificate Course in Human Rights under the Value –Addition Programmes.
2. Resolved to collect the proposals from various Science Departments for the required equipment and apparatus in view of newly introduced Subjects under CBCS.
3. The result of Semesters II, IV and VI in the examinations conducted in April 2017 were reviewed and it was resolved to conduct Remedial Coaching Classes to improve the Pass-Percentage.

4. Resolved that IQAC Coordinator will conduct awareness Programmes to all the faculty members on the formats required along with the list of supporting documents to be submitted to the Academic Advisors.


IQAC Co-Ordinator 17/10/17

S. Saikh
12/10/17
PRINCIPAL
Principal (FAC)
Vidundaya Government Degree College
VENKATAGIRI,
509 122

Members

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| 1.  | 7.  |
| 2. A. S. L. V. V. V. | 8.  |
| 3.  | 9.  |
| 4.  | 10. |
| 5. K. Vijaya | 11. |
| 6.  | 12. |

**VISVODAYA GOVERNMENT DEGREE COLLEGE
VENKATAGIRI, SPSR NELLORE (Dt) – 524 132**

INTERNAL QUALITY ASSURANCE CELL (IQAC)

2017-2018

MINUTES OF THE MEETING - III

The Teaching Staff of this college attended a meeting under the Chairmanship of Sri S. Saibaba, Principal on 01-02-2018 at 11.30 am. to discuss the following agenda:

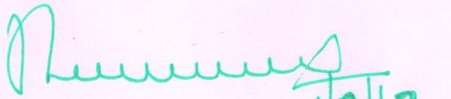
Agenda of the Meeting:

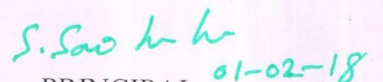
1. To collect the feedback from the Students, Parents, Alumni and Employees.
2. To upload the data requirements for NIRF.
3. To discuss the submission of AQAR for the Year 2016-17 to NAAC Office.
4. To discuss the preparation/organising of activities and supporting documents required for submission to the Academic Advisors during Academic Audit.
5. Any other item with the permission of Chair.

Resolutions:

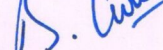
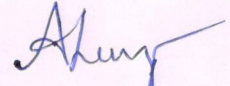
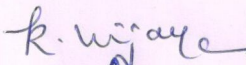




1. Resolved to collect the feedback from the Students, Parents, Alumni and Employees in the prescribed formats by 20th February 2018. IQAC Committee will analyse the collected feedback and consolidate report to be submitted by 28th February 2018 to the Principal along with the suggestions and action to be taken.
2. Resolved to direct the Nodal Officer Smt. B. Curie under the guidance of Principal to obtain the necessary inputs from all the respective Departments and administrative wings to submit the same to achieve a better rank from NIRF.
3. Resolved to submit the AQAR for the Year 2016-17 to the NAAC Office by the end of the December 2017. IQAC Co-Ordinator and members shall take care of the data required for AQAR submission.

4. The result of Semesters II, IV and VI in the examinations conducted in April 2017 were reviewed and it was resolved to conduct Remedial Coaching Classes to improve the Pass-Percentage.
5. Resolved to adopt the following methodology in the evaluation of newly introduced Study Projects under the Cluster Subjects.
 - (i) To allot weekly two hours slot in the regular Time-Table for the Project Work.
 - (ii) To make arrangements for the field trip/visit to collect the required data.
 - (iii) To insist on Power Point Presentation of the Project Work by the group before the submission.
 - (iv) To allot 30 marks for internal evaluation and 70 marks for external evaluation.


 IQAC Co-Ordinator


 PRINCIPAL
 Principal (FAC)
 Visvodaya Government Degree College
 VENKATAGIRI,
 SPSR Nellore Dist-524 132

Members

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VISVODAYA GOVERNMENT DEGREE COLLEGE
VENKATAGIRI , SPSR NELLORE (Dt.) – 524 132

ACTION TAKEN REPORT
2017-18

S.No.	Plan of Action	Action Taken
1	Celebration of Yoga Day	International Yoga Day was celebrated on 21-06-2017 with participation of Teaching Staff, Students and the Principal.
2	Vanam-Manam Programme	Conducted Vanam-Manam programme on 01-07-2017 by the Teaching Staff and Students.
3	Requirement of Text books and reference books.	Departments submitted requirement of text books and reference books for purchase under the State Budget and SC& ST Book Bank to the Principal.
4	Conduct awareness programmes like blood donation.	Organized awareness programme and conducted blood donation in co-ordination with Sambhodhini Organization on their first Anniversary on 03-08-2017.
5	Conduct awareness programmes like first aid and Disaster Management	Organized First Aid and Disaster Management Programme from 21-09-2017 to 23-09-2017 under the supervision of Commissioner of Youth Services, Govt. of A.P.
6	Discuss Workshops / Conference / Seminars to be organized by individual departments during the year 2017-18.	The Department of Physics organized District Resource Committee (DRC) Seminar, "Recent Trends in Laser Technology" on 27-10-2017.
7	Discuss the new courses to be introduced under Add-on Courses / Certificate Programmes.	A Certificate Course in Human Rights was conducted by Dept of Political Science and a Certificate Course on Soft Skills was conducted by the Dept. of English.
8	Discuss the Procurement of Equipment and apparatus required by Science Laboratories in view of newly introduced Subjects under CBCS.	Collected the proposals from various Science Departments for the required equipment and apparatus in view of newly introduced Subjects under CBCS.
9	Review the university results of II & IV Semesters and final Year Students.	The result of Semesters II, IV and VI in the examinations conducted in April 2017 were reviewed and it was resolved to conduct Remedial Coaching Classes to improve the Pass-Percentage.
10	Collect feedback from the Students, Parents, Alumni and Employees.	Collected feedback from Students, Parents, Alumni and Employees in the prescribed formats by 20 th February 2018. IQAC Committee will analyse the collected feedback and consolidate report to be submitted by 28 th February 2018 to the Principal along with the suggestions and action to be taken.
11	Upload the data requirements for NIRF.	Direct the Nodal Officer of NIRF to obtain the necessary inputs from respective Departments and administrative wings to submit the same for participation in NIRF ranking.

S.No.	Plan of Action	Action Taken
12	Discuss the submission of AQAR for the Year 2016-17 to NAAC Office.	Submitted the AQAR for the Year 2016-17 to the NAAC Office by the end of the December 2017. IQAC Co-Ordinator and members shall take care of the data required for AQAR submission.
13	Conduct the Govt. of A.P. Initiative Programmes	Conducted Janmabhoomi- Maa Vooru Programmes from 02-01-2018 to 11-01-2018 with the help of Students and Staff.
14	Republic Day Celebrations	Celebrated Republic Day on 26-01-2018 in the College Campus.
15	Conduct of Youth Motivation Programmes	Conducted Youth Motivation Programme "WINNER" by Master Shafi with the help of Simhapuri Youth Association on 17-02-2018.
16	Conduct of National Science Day	Department of Physics conducted National Science Day on 28-02-2018.
17	Celebration of Annual Day	Celebrated Annual Day with active participation of Teaching Staff and Students under the supervision of the Principal, Sri S. Saibaba on 07-03-2018.