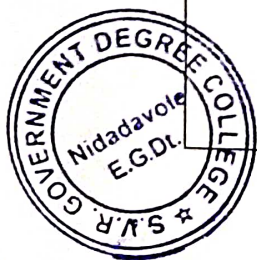


**S.V.R. GOVERNMENT DEGREE COLLEGE
NIDADAVOLE – 534301**

INTERNAL QUALITY ASSURANCE CELL (IQAC)

**MINUTES OF THE IQAC MEETINGS AND ACTION TAKEN REPORT
2017-2018**

Sl. No.	Date of the IQAC meeting	Resolutions	Action Taken Report (ATR)
1.	07-08-2017	1. To organise a workshop on CBCS to all the first year students	Awareness classes was arranged for first year students
		2. To improve the results of I and II year students in the next semester	Staff meeting was conveyed and instructed all staff members to conduct remedial classes for those failed in the university exams
		3. To organise anti ragging activities	Anti ragging posters were displayed
		4. To introduce certificate courses	The department of Botany offered certificate course
2.	15-11-2017	1. To review academic activities of the college	-
		2. To instruct all the departments to update all the records	Updated
		3. To review coverage of syllabus	Collected syllabus completion certificates from all the staff members
		4. To organise a workshop or conference or conference on NAAC	
3.	10-03-2018	1. Resolved to collect data and information from all departments to prepare AQAR 2017-2018	Collected necessary data and information and uploaded in the NAAC portal
		2. Resolved to collect and analysis of feed back from various stakeholders	Collected and analysed
		3. Resolved to prepare college action plan for the next academic year	Prepared
		4. Resolved to instruct all faculty members to visit near by junior college for admissions	All the staff members were visited near by junior colleges



P. [Signature]
17/8/23
IQAC Co-ordinator
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East Godavari Dist., A.P.

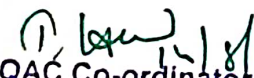
Jyoti K
14/8/2023
Principal
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Nidadavole, E.G.Dt.


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**INTERNAL QUALITY ASSURANCE CELL (IQAC)
MINUTES OF THE IQAC MEETINGS AND ACTION TAKEN REPORT
2018-2019**

Sl. No.	Date of the IQAC meeting	Resolution	Action Taken Report (ATR)
1	03-12-2018	1. Resolved to update academic records of all departments	Updated
		2. To take up academic and extension activities	Organised various academic and extension activities
		3. To arrange guest lecturers and seminars	Arranged
		4. To create digital literacy among students and faculty	-
2	17-12-2018	1. Resolved to organise a study tour to Polavaram for the students on 20-12-2018	Arranged
3	01-02-2019	1. Resolved to enhance admissions in the next academic year by way of visiting junior colleges, printing flex banners, giving ads in local cable network	All the faculty members were visited near by junior colleges. Flex banners were displayed at junior colleges
		2. Resolved to campus free of plastic by way of motivating students and staff not to use plastic covers or any other material in the college campus and to organise awareness programmes through eco club.	An awareness programme was conducted on campus free of plastic to students
		3. To organise pending seminars or conferences or workshops through various departments of college in the month of February, 2019 and March, 2019	-
		4. To conduct events in sports and games for all students in view of forth coming annual day celebrations	Conducted
		5. To arrange a district level seminar on literary events	
		6. To sensitive all departments to prepare academic records in view of coming academic audit.	All the departments were updated academic records and successfully completed academic audit

		7. To complete syllabus as per annual curricular plans.	Collected syllabus completion certificates from the faculty
4	13-02-2019	1. To identify student resource persons from all groups and motivate students to work for the enhancement of admissions in the next academic year 2019-2020	-
		2. To visit or to make a followup visit to the neighbouring junior colleges to conduct a campaign for admissions	Campaign was conducted for admissions
		3. To prepare all the departments for coming annual academic audit and to conduct a pre internal audit by IQAC.	Conducted
		4. To organise a literary seminar as as possible	-
		5. To design pamphlets and flex banners for admissions campaign	Designed and displayed
5	01-03-2019	1. To conduct an awareness programme to all the students on illicit use of drugs and their effects on youth in collaboration with excise department.	An awareness programme was conducted to all the students on illicit use of drugs and their effects
		2. To alert all the departments for coming annual academic audit 2019 and to complete the proposed activiteis as per action plans of the respective departments.	-


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INTERNAL QUALITY ASSURANCE CELL (IQAC)

**MINUTES OF THE IQAC MEETINGS AND ACTION TAKEN REPORT
2019-2020**

Sl. No.	Date of the IQAC meeting	Resolution	Action Taken Report (ATR)
1	31-07-2019	1. To conduct all activities like seminars, guest lectures, field trips, work shops, uniformly as constructed by CCE.	Conducted as per the instructions from the CCE
		2. To conduct mid examinations as per the schedule given by University	Conducted
		3. To involve students of nearby junior colleges actively in the activities conducted by the college to enhance admissions in the next year	-
		4. To prepare all departments for the forth coming NAAC	A staff meeting was conducted and instructed all the departments to update all the records
		5. To complete syllabus as per curricular plans submitted by each lecturer	-
2	04-09-2019	1. To constitute various committees based upon NAAC 7 point criteria	Constituted
		2. To submit data as required by CCE regarding forthcoming NAAC	Submitted
		3. To request CCE for providing librarian and physical education director services as the posts as vacant since last NAAC	-
		4. To start Add on courses for the benefits of students	A meeting with departments in-charges was conducted and instructed to start add on courses
		5. To identify the gaps if any and rectify them for improving the quality of institution	-
3	03-10-2019	1. To appoint coordinators for all 7 point criteria of NAAC	Appointed
		2. Resolved to conduct a workshop	-

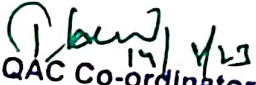
		on NAAC	
		3. Update all records for NAAC zonal level review meeting conducted by CCE	Updated
		4. Resolved to supply all inputs in hard copies to all conveners and members	Supplied to convernors
4	12-12-2019	1. It is resolved to create a common e mails for all departments	Created
		2. It is resolved to adopt best practices, department wise and college levels	Staff meeting was conducted to prepare best practices
		3. It is resolved to have a IQAC meeting at least for three months	-
		4. It is resolved to work briskly for the improvement of quality of the institution	-
		5. It is resolved to use digital class rooms more for the benefit of student community	Regularly using digital class rooms
5	29-01-2020	1. It is resolved to submit the information asked by the IQAC through e mails	Submitted
		2. It is resolved to submit AISHE survey information on or before 3-2-2020	Submitted
6	22-02-2020	1. It is unanimously resolved to organise a national level work shop on IPR in the month of March	-
		2. It is unanimously resolved to invite Dr.P. Hima Bindu, Assistant Professor, JNTU, Kakinada	-
		3. It is unanimously resolved to invite Sri M. Subba Rao, President Indian Association of Lawyers	-
7.	11-03-2020	1. It is unanimously resolved to appreciate the efforts of Principal, Convenor and Coconvenor to organise national work shop	-
		2. It is unanimously resolved to disburse and analyse the feed back received from participants	-
		3. It is unanimously resolved to appreciate the organising committee, staff and studnets and non-teaching staff for sucessfully conducting national work shop	-

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INTERNAL QUALITY ASSURANCE CELL (IQAC)

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2020-2021**

Sl. No.	Date of the IQAC meeting	Resolution	Action Taken Report (ATR)
1	04-06-2020	1. It is resolved to conduct webinar by purchasing on online link	
		2. It is resolved to train the staff members regarding google forms assessment to improve the ICT skills	Arranged
		3. It is resolved to register list of participants for Webinar conducted by NAAC	Prepared
2	07-12-2021	1. It is resolved to improve quality in conduction of online classes	-
		2. It is resolved to educate the villages regarding solar energy under UBA scheme	-
3	29-01-2021	1. Resolved to constitute criterion wise coordinators	Constituted
4	12-03-2021	1. It is unanimously resolved to together update the information of the college criteria wise	Updated
		2. It is resolved to complete the AQAR submission in the NAAC website for 2019-2020 after the information gathered	Completed and submitted AQAR 2019-2020


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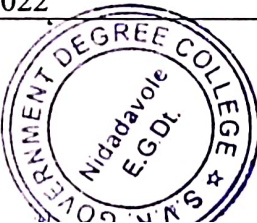


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**INTERNAL QUALITY ASSURANCE CELL (IQAC)
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2021-2022**

Sl. No.	Date of the IQAC meeting	Resolution	Action Taken Report (ATR)
1	23-06-2021	1. It is resolved to instruct all the faculty members to prepare annual curricular plans	Staff meeting was conveyed and instruct to prepare annual curricular plans
		2. It is resolved to instruct all the departments prepare departmental action plans	Prepared
		3. It is resolved to prepare college action plan for year 2021-2022	Prepared
		4. It is resolved to start add on courses /certificate courses	The Department of Chemistry offered certificate course
2	20-09-2021	1. It is resolved to instruct all the departments to speedup all the academic activities	All the departments are conducting regularly
		2. It is resolved to instruct all the departments to update the records	Updated
		3. It is resolved to collect necessary data and information for AQAR - 2021-2022 and upload in the NAAC portal	Collected
3	01-11-2021	1. Prepare IQAC action plan for the academic year 2021-2022	Prepared IQAC Action plan for the academic year 2021-2022
		2. Instruct to all the departments to prepare departmental action plans	All the departments are prepared and submitted to IQAC
		3. Resolved to instruct all the faculty to prepare teaching notes and teaching plans	All the faculty are prepared teaching plans and submitted to IQAC
		4. Resolved to update NAAC records	All the departments are updated NAAC records
4	03-02-2022	5. Resolved to collect necessary data and information for AQAR 2021-2022	Collected data and information for AQAR 2021-2022
		6. Resolved to prepare and submit AQAR 2021-2022	Submitted AQAR 2021-2022 on 6-2-2023
		7. After discussion, the IQAC Committee has approved the IQAC action plan for the academic year 2021-2022	Approved the IQAC action plan after discussion

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