

2019-2020.

## Minutes of IQAC

Meeting - 1 (11/06/2019)

The IQAC committee members are met in the Principal's chamber under the chairmanship of the Principal on 11/06/2019 at 3 PM to discuss and resolve the following agenda

1. Annual curriculum plans for odd semesters:
2. conduct Induction Program for the first Year Students:
3. Preparedness of Departments for NAAC Peer Team visit:
4. campus clean and Green Initiative :

### Meeting minutes :

1. Annual curriculum plans for odd semesters :  
As the odd semesters has started, it was resolved that all lecturers must prepare and submit the Annual curriculum plan and departmental action plan as per the university Schedule. This is to ensure that all academic activities are well planned and executed efficiently throughout the semester.

2. conduct Induction program for the first year Students :

It is resolved to conduct All first year students to Induction Program in the month of July.

3. Preparedness of Departments for NAAC Peer Team visit :

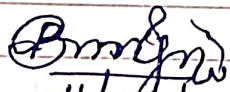
With the NAAC Peer team visit scheduled for the month of July, the principal emphasized the importance of NAAC accreditation for the institution. It was resolved that all departments should update their records and create a clean organized atmosphere to present the best image of the college to

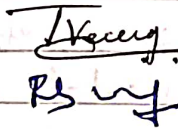
visiting team.

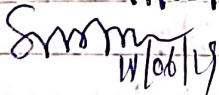
#### 4. Campus clean and Green Initiative :

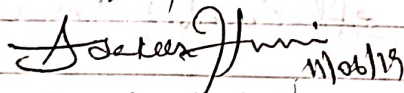
It is resolved to conduct a massive campus clean and green initiative. This will involve the active participation of NCC and NSS cadets to enhance the environmental sustainability and aesthetic appeal of the college campus. The initiative aims to promote environmental awareness and responsibility among students.

Signatures :

  
11/06/19

  
11/06/19

  
11/06/19

  
11/06/19

S. Mahaboob basha

K. Amayya

B. Siva 11/06/2019  
PRINCIPAL  
GOVT. DEGREE COLLEGE  
RAYACHOTY

## Minutes of IQAC

Meeting - 2 (08/08/2019)

The IQAC committee members are met in the Principal's chamber under the chairmanship of the Principal on 08/08/2019 at 3 PM to discuss and resolve the following agenda:

1. Sports Meet on the occasion of Independence Day:
2. observance of important days and Events:
3. Review of internal Exams conduction:

Action Taken Report on previous meeting dt: 11/6/2019

1. Annual curriculum Plans for odd semesters:

All lecturers prepared and submitted their annual curriculum plans and departmental action plans within two days of the meeting. This ensured that academic activities were well planned and executed efficiently throughout the semester.

2. conduct Induction program for the first year Students:

Student Induction program was conducted to familiarize students with co, PO, NCC, NSS, LMS and college activities on 03/07/2019.

3. preparedness of Departments for NAAC Peer Team Visit:

The NAAC Peer team visit was successfully completed on 22nd and 23rd July. Departments updated their records and maintained a clean and organized atmosphere, which presented a positive image of the college to the visiting team.

4. campus clean and Green Initiative:

The campus clean and green initiative was conducted as planned with active participation from NCC and NSS cadets. This initiative enhanced the environmental sustainability and aesthetic appeal of the college campus.

Minutes:

1. Sports meet on the occasion of Independence Day:

The meeting commenced with the attendees discussing

the upcoming sports meet. It was unanimously resolved to conduct the sports meet from 13/8/2019 to 14/8/2019.

The Sports Department is tasked with coordinating the event ensuring its smooth conduct.

2. observance of Important days and Events :

The celebration of important days such as Independence Day, Teachers Day, and National Unity Day was deliberated. It was decided to observe these days with appropriate programs and activities. All departments are encouraged to participate and organize events accordingly.

3. Review of Internal Exams conduction :

Regarding the Synchronization of internal examinations with the university academic calendar, it was agreed that the Examination Department will schedule the exams in accordance with the university time table. This alignment is essential to ensure the timely and efficient conduct of internal assessments.

The meeting concluded with a reminder for all departments to adhere to the resolutions and provide necessary support for the successful implementation of the decisions taken.

Signatures :

B. Suresh  
08/8/19

B. Suresh  
PRINCIPAL  
GOVT. DEGREE COLLEGE  
RAYACHOTY

P. Suresh

A. Suresh  
08/8/19

P. Suresh  
8/8/19

S. Mahabooob basha

K. Annayya

# Minutes of IQAC

## Meeting - 3 (25/11/2019)

The IQAC committee members, were met in the Principal's chamber under the chairmanship of the Principal on 25/11/2019 at 3.30 PM to discuss and resolve the following agenda:

1. Annual curriculum plan for Even semester:
2. Celebration of Important Days and Events:
3. Sports meet on the occasion of Republic Day:

Action Taken Report on previous meeting dated 8/8/2019

1. Sports meet on the occasion of Independence Day:

The sports meet was conducted successfully from 13/8/2019 to 14/8/2019 as per the resolution. The sports department coordinated the event, and it was well received by the students and staff.

2. Observance of Important Days and Events:

The college observed important days such as Independence Day, Teachers Day and National Unity Day with various programs and activities as resolved.

3. Review of Internal Exams conduction:

The internal exams were scheduled as per the university academic calendar, ensuring timely conduct and alignment with the academic schedule.

Minutes:

1. Annual curriculum plan for Even Semesters:

The meeting commenced with a discussion on the submission of the annual curriculum plan for the even semesters. It was unanimously resolved that all lecturers should submit their annual curriculum plan within three days, considering that the even semesters has started. This plan should include a detailed outline of the syllabus, teaching plan and any additional activities planned for the even semesters.

2. celebration of Important Days and Events:

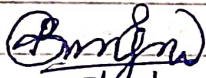
The celebration of important days and events was deliberated. It was decided to observe constitution Day, AIDS Day, Human Rights Day, voters Day and Republic Day. Departments are encouraged to organize programs and activities to mark these occasions.

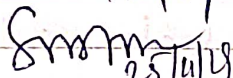
3. Sports meet on the occasion of Republic Day:

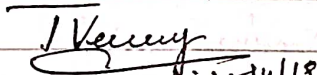
Regarding the sports meet, it was resolved to conduct the sports meet from 22/01/2020 to 25/01/2020 to celebrate Republic Day. The sports department is tasked with coordinating the event and ensuring its successful organization.

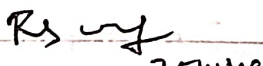
The meeting concluded with a reminder for all lecturers and departments to adhere to the resolutions and provide necessary support for the successful implementation of the decisions taken.

Signatures:

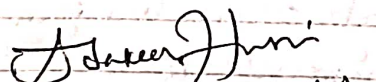
  
25/11/19

  
25/11/19

  
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25/11/19

B. Srinivasulu  
PRINCIPAL  
GOVT. DEGREE COLLEGE  
RAYACHOTY

  
25/11/19

S. Mahabooob basha  
K. Annayya

## Minutes of IAAC

Meeting - 4 (28/01/2020)

The IAAC committee members are met in the principals chamber under the chairmanship of the principal on 28/01/2020 at 3.30 PM to discuss and resolve the following agenda:

1. voter Enrollment Program :
2. NSS Special camp conduction :
3. Awareness Program on Anti - Raging and DISHA Act :
4. conduction of National Seminar by Urdu Department :
5. NIRF & AISHE data submission :

Action Taken Report on Previous meeting dated 25/11/2019

1. Annual curriculum plan for Even Semesters :

All lecturers have successfully submitted their annual curriculum plan within three days of the meeting, as resolved.

2. Celebration of Important days and Events :

The college successfully observed constitution day, AIDS Day, Human Rights Day, voters day and Republic Day with various programs and activities, as resolved.

3. Sports meet on the occasion of Republic Day :

The sports meet was conducted successfully from 22/1/2020 to 25/01/2020 as per the resolution. The sports departments coordinated the event and it was well received by the students and staff.

Minutes :

1. voter Enrollment program :

The meeting commenced with a discussion on conducting the voter Enrollment program. It was unanimously resolved to conduct the program to encourage students to register for voting, aiming to promote civic engagement and awareness among students.

2. NSS special camp conduction :

Regarding the NSS special camp conduction, it was resolved to conduct the special camp in the month of February. The camp will engage students in community service

activities focusing on social issues and community development.

3. Awareness program on Anti-Ragging and DISHA Act:

The need for an awareness program on Anti-Ragging and the DISHA Act was deliberated. It was resolved to conduct the program in the month of February to educate students about the importance of Anti-Ragging measures and the provisions of the DISHA Act, aiming to create a safe and respectful environment on campus.

4. conduction of national seminar by Urdu Department:

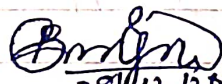
For the conduction of the national seminar in the month of February by the Urdu department, it was resolved to organize the seminar to promote Urdu language and literature. The seminar will provide a platform for scholars and experts to discuss various aspects of Urdu culture and heritage.

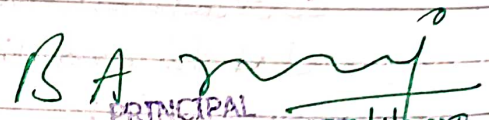
5. NIRF and AISHE data submission:


It is resolved to submit data to NIRF and AISHE within the deadline.

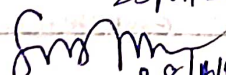
The meeting concluded with a reminder for all departments to adhere to the resolutions and provide necessary support for the successful implementation of the decisions taken.


Signatures:

  
28/11/2020  
B. Siddiqui  
28/11/2020

  
PRINCIPAL  
GOVT. DEGREE COLLEGE  
RAYACHOTY  
28/11/2020

  
28/11/20  
R. S. Sani  
28/11/20

  
28/11/20

  
28/11/20  
S. Mahaboo b Basha  
K. Ananya

# Minutes of IQAC

Meeting - 5 (11/3/2020)

The IQAC committee members are met in the Principal's chamber under the chairmanship of the Principal on 11/3/2020 at 3.30 PM to discuss and resolve the following agenda.

1. Conduction of Student Satisfaction Survey:
2. Feedback on Curriculum:
3. Conduction of Awareness program on COVID-19:

Action Taken Report on previous meeting dated 28/01/2020

1. Voter Enrollment Program:

The program was conducted on 31/01/2020 as planned, aiming to encourage students to register for voting and promote civic engagement and awareness among students.

2. NSS Special Camp:

The NSS special camp was conducted from 31/1/2020 to 6/2/2020 with various activities including a medical camp, cleaning of the school and village tree plantation, rally on water conservation and health and nutrition awareness program. The camp successfully engaged students in community service activities focusing on social issues and community development.

3. Awareness program on Anti Ragging and DISHA Act:

The awareness program was conducted on 29/2/2020 to educate students about the importance of anti ragging measures and the provisions of the DISHA Act, aiming to create a safe and respectful environment on campus.

4. National Seminar by Urdu Department:

The national seminar organized by the Urdu department was conducted on 27th and 28th February 2020 to promote Urdu language and literature. The seminar provided a platform for scholars and experts to discuss various aspects of Urdu culture and heritage.

5. NIRF and AISHE Data Submission:

NIRF and AISHE data submitted

Minutes :

1. Student Satisfaction Survey (SSS) :

It is resolved to conduct the Student Satisfaction Survey to gather feedback from students regarding their satisfaction with various aspects of the college.

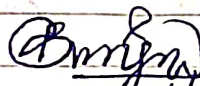
2. Feedback on curriculum :

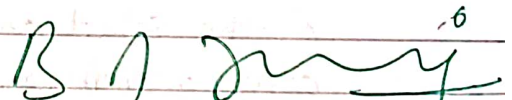
It is resolved to obtain feedback on the curriculum from students, lecturers, alumni and employers. This feedback will be analyzed, and an action taken report will be prepared to address any concerns.

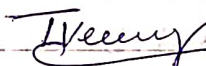
3. Conduction of Awareness program on Covid-19 :

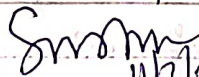
The need for an Awareness program on Covid-19 was deliberated. It was agreed to organize the program to educate students and staff about the virus, preventive measures and the importance of personal hygiene, aiming to promote a safe and healthy environment on campus.

Signatures :

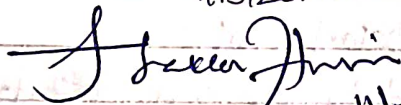
  
R. Srinivas 11/03/20  
11/03/20

  
PRINCIPAL  
GOVT. DEGREE COLLEGE  
RAYACHOTY 11/3/20

  
V. Venkatesh  
11/3/20

  
S. Mahadevi  
11/3/20

B. Srinivas  
11/3/2020

  
J. Sreenivas  
11/03/20

S. Mahadevi Basha  
K Annappa

## Action Taken Report on Fifth IQAC Meeting (11/03/2020)

### 1. Student Satisfaction Survey (SSS) :

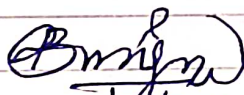
The student satisfaction survey was successfully conducted, feedback was gathered from students, analyzed and an action taken report was prepared and submitted.

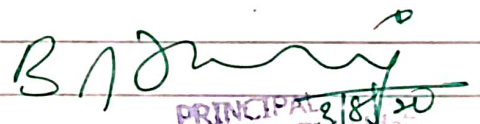
### 2. Feedback on curriculum :

Feedback on the curriculum was obtained from students, lecturers, alumni and employers. The feedback was analyzed and an action taken report was prepared to address the concerns raised.

### 3. Conduction of Awareness Program on covid-19 :

The awareness program on covid-19 was conducted successfully on 16/03/2020. Students and staff were educated about the virus, preventive measures and the importance of personal hygiene. The program aimed to promote a safe and healthy environment on campus.

  
3/8/2020

  
PRINCIPAL  
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RAYACHOTY  
3/8/20