

B.V. RAJU COLLEGE
VISHNUPUR:: BHIMAVARAM - 534202
(Affiliated to Adikavi Nannaya University, Rajamahendravaram)

PROCEEDINGS OF THE MEETING OF THE IQAC HELD ON 6.04.2018 IN ROOM NO 208:

The IQAC conducted a meeting on the said date to chalk out the plan of action for the following.

- 1) To enhance the intake of the college, bring additional programs for the current Academic year
- 2) Admission committee formation
- 3) Faculty empowerment strategies
- 4) Student involvement in NSS activities/Social responsibilities etc.,
- 5) Infrastructure requirement for additional intake and recruitment of faculty if any.,
- 6) Merit cum means scholarships process
- 7) Budget Allocation for the new courses/programmes.
- 8) Any other agenda as per the permission of the chair.

MINUTES:

- 1) It is proposed to apply for Additional section in BSc MPCs course (Mathematics, Physics, Computer science)
- 2) It is proposed to introduce the New program M.Sc Analytical Chemistry in PG programs and necessary documentation and plan of action will be taken care by Smt J.Padmavati HOD, Department of PG Chemistry; and College AO and their respective team.
- 3) For Admission process, the guidelines of University are to be followed strictly and for the support of this process one faculty member from each department along with concerned HOD will counsel the students coming for enquiry; office supporting staff will take care of documentation work and Mr.Ch.Satyanarayana, faculty in Mathematics will act as coordinator for this process under the college hierarchy.
- 4) It is proposed to conduct survey through NSS or at department level and plan for industrial visits; field visits, interships etc., to gain better opportunities and Academic and societal exposure
- 5) At present infrastructure and faculty are adequate to run the current programs and courses including new proposals.
- 6) Like for the year 2017-18; merit cum means scholarship are to be given for the student in current Academic year also during the admission.




IQAC CHAIRMAN

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PROCEEDINGS OF THE MEETING OF THE IQAC HELD ON 16.06.2018 IN ROOM NO 208:

The IQAC conducted a meeting on the said date to discuss the activities under different criteria at the institutional level for the Academic year 2018-2019.


The minutes of the meeting is given under.

- 1) The Chairman & Principal, Dr.Ch.V.Srinivas has appreciated the admission committee for filling the maximum number of seats for the Academic year. Like the previous year merit cum mean scholar ships are to be given for the newly admitted students from the college level.
- 2) Preparation of Academic calendar on par with university norms for all the college programs is discussed. The concerned coordinator has to submit it to Mr.R.Ramarao, HOD, Department of UG computer science to make it available to students through college website.
- 3) Vice Principal sri Ch.S.V.Satyanarayana discussed with all the Hod's regarding paper distribution among the staff and given the instruction that priority to be given to the newly joined faculty for the selection of paper.
- 4) It is proposed to encourage NSS activities among students and make them to participate in state level competitions through NSS Units.
- 5) It is discussed to implement VEDIC practices in the teaching and learning process. Mr. V.Bhaskara Murthy, Vedic coordinator has to give necessary schedule for the list of activities for the current academic year
- 6) It is proposed to bring MOU's from prestigious institutions like CSIR, CCMB etc., or from R&D institutions for students to get hands on experience.
- 7) It is proposed to conduct or encourage the students and also faculty in industrial tours /workshops/ seminars/ conferences/ extracurricular activities/FDP.
- 8) It is proposed to conduct a state level event ASPIRE – 2018 with the collaboration of UG and PG courses.
- 9) It is discussed to visit best Institutions in and around the state who got NAAC A grade or A+ grade with autonomy to incorporate their best practices in our college to achieve upliftment in Academic curriculum for the upcoming academic years.
- 10) It is proposed to conduct competitive and CIVILS services coaching for interested student for their career enhancement.
- 11) It is discussed to participate in AISHE, NIRF, HANSA etc., regularly without fail.
- 12) It is proposed to conduct an Internal Audit in our college in different departments and Laboratories with college staff in the month of April 2019 and concerned report must be submitted to IQAC and departmental Head's and Principal for better assessment and monitoring the administration process.


IQAC COORDINATOR

 **Coordinator-IQAC**
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PROCEEDING OF THE MEETING OF THE IQAC HELD ON 22.08.2018 IN ROOM NO 208:

- 1) In order to observe the best practices implemented by various institutions, it is decided to send different faculty teams to prestigious institutions like St. Joseph College, Mount Carmel College, St. Anns college, Kristu Jayanti College, Christ University, CMI etc to identify the best practices followed by them and adapt the suitable practices to our institution.
- 2) It is decided to conduct ASPIRE-2018 in the month of December, and necessary frame work is to be done in due course of time.
- 3) To encourage the faculty to do FDP programs, certificate courses through MOOCS platforms etc,; assess the placement training program conduction as per the schedule.
- 4) Monitor the students training program for CIVILS and report is to be submitted to IQAC in stipulated time period.
- 5) Progress of various Academic activities and mentor system, activities to be planned for the next semester, result analysis of academic programs is discussed.
- 6) Swatch Bhārath Survey conducted by students is discussed.
- 7) Process of CSIR IICT MOU is discussed. Activities on other MOU's is discussed. And plan of action to achieve other MOU's is discussed
- 8) It is decided to change IQAC coordinator (as per the norms/ on rotation basis) in the next semester and necessary ground work is to be notified.
- 9) Planning to bring new courses/sections/programs for the next academic year is discussed.


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ACTION TAKEN REPORT

Dated:10th July 2018

FOR THE MEETING HELD ON 6.04.2018

- 1) Additional intake for the section B.Sc. (MPCs) is successfully approved by University Authorities
- 2) Permission and approvals are given for the New PG Program M.Sc. Analytical Chemistry
- 3) 3 faculty members Ch.Satyanarayana, M.Siva, E.Ashok Lakshmana Rao went for FDP named: Mathematics for computer science at Chennai Mathematical Institute (CMI) between 18.6.2018 and 30.6.2018
- 4) 8 students (B.Sc : MB BT BC -5 and MPC-3) are selected for Swatch Bharath Summer Internship program and will do their work between 10th July to 31st July 2018 at Kovvada Village, Bhimavaram.
- 5) Merit cum means scholarships are provided and the list is available with college AO

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ACTION TAKEN REPORT

Dated:1.3.2019

FOR THE MEETING HELD ON 16.06.2018

- 1) Mr. JLSS Phani kumar, Lecturer in Chemistry has prepared the Academic Calendar for the Current Academic year and submitted to Mr. R.Rama rao to made it available in college website
- 2) Work distribution was done properly in the departments and the same is verified during departmental visit by IQAC
- 3) VEDIC coordinator Mr. V.Bhaskara Murthy has submitted various activities proposed and implemented during the current Academic year to IQAC.
- 4) Certificate and other courses are implemented at department level/college level, the same is notified by IQAC
- 5) ITP implementation and other competitive training details are provided by college TPO's. successfully implemented CIVILS coaching program to students.
- 6) Internal Audit is conducted in the month of march 2019 and necessary report is submitted.
- 7) MOU with CSIR IICT, Hyderabad is accomplished on 1.2.2019 and respective details are provided to IQAC through MSC chemistry department.
- 8) 3 MOU's are attained with Rubie technologies, Sheetal, and Data Jango technologies in the month of February on 16.2.2019 and 17.2.2019 for a period of 3 years and 1 MOU with Stellant soft on 10.12.2018 for a period of 3 years; The activities and purpose of MOU's are available with IQAC and concerned departments.
- 9) Different clubs at department level and activities are proposed and implemented under adapting best practices. The information is available with DQAC members and necessary monitoring is done by IQAC.

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ACTION TAKEN REPORT

Dated:18.01.2019

FOR THE MEETING HELD ON 22.08.2018

- 1) As per the reports submitted to IQAC under best colleges visit practises, it is decided to strengthen IQAC team by including one member from each department as DQAC coordinator and necessary works will be monitored and implemented with smooth functioning. Concerned list and process is available with IQAC; The IQAC is reconstituted on 1.1.2019 with additional team members.
- 2) IQAC coordinator responsibility is allocated to Mr.Ch.Satyanarayana, faculty in Mathematics, with effect from 1st January 2019, and former coordinator Mr.K.Eswara Prasad has given necessary directions to him and explained the work process.
- 3) Mr. K. Eswara Prasad, Faculty in Electronics is the in-charge of University and Internal Examination works with effect from 1.1.2019.
- 4) ASPIRE 2018, the State Level Event is conducted on 29th December 2018 and details are available with respective departments and IQAC; the team work of B V Raju college is appreciated by the Authorities.


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