

**K.R.R. GOVT. ARTS AND SCIENCE COLLEGE
KODAD – NALGONDA
MINUTES OF IQAC MEETING**

Dt: 03-09-2018

The IQAC meeting is convened by the Chairperson/Principal Dr Ch. Ramaiah on 03-09-2018 at 3.00 pm in Principal's Chamber. This meeting is attended by the IQAC coordinator Mr. M. Samuel Praveen Kumar and all the other teaching staff.

Minutes of the meeting:-

The following items have been discussed:-

1. Seminars to be conducted
2. Student study projects and field trips
3. Completion of syllabus
4. Remedial Coaching.
5. Use of ICT in teaching
6. Jignasa Study Project

Action Taken:-

1. Student seminars are conducted by all departments
2. Faculty members are instructed to take the students for the field trips
3. Principal ordered to complete the syllabus in every subject.
4. Remedial coaching for backward students in all subjects is started.
5. Every faculty member is asked to use ICT tools
6. Botany department is informed about Jignasa State level student study project.



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**K.R.R. GOVT. ARTS AND SCIENCE COLLEGE
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MINUTES OF IQAC MEETING**

Dt: 13-12-2018

The IQAC meeting is convened by the Chairperson/Principal Dr Ch. Ramaiah on 13-12-2018 at 3.00 pm in Principal's Chamber. This meeting is attended by the IQAC coordinator Mr. M. Samuel Praveen Kumar and all the other teaching staff.

Minutes of the meeting:-

The following items have been discussed:

1. Celebration of college day
2. Student Satisfactory Survey(SSS)
3. Conducting Quizzes and cultural activities
4. Encouraging students and faculty to participate in sports and games.
5. Anti ragging and complaint box issues.
6. Implementation of RTI

Action Taken:-

1. Syllabus completed according to Almanac of the Mahatma Gandhi University
2. NSS program officers of 3 units are asked to conduct camps
3. Department of Political Science is informed to create awareness among the students on the upcoming elections.
4. Remedial classes for students who have back logs is done.
5. Quizzes are conducted in their respective departments.
6. Students are encouraged to take study projects
7. Feedback forms are collected from students
8. College day is celebrated in the month of February.


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Dt: 04-03-2019

The IQAC meeting is convened by the Chairperson/Principal Dr Ch. Ramaiah on 04-03-2019 at 3.00 pm in Principal's Chamber. This meeting is attended by the IQAC coordinator Mr. M. Samuel Praveen Kumar and all the other teaching staff.

Minutes of the meeting:-

1. How to give farewell to the outgoing students is discussed.
2. Syllabus completion is reviewed.
3. NSS special camps report is placed before the staff council.
4. Research work of the staff is discussed.
5. How to improve the admissions in the next year is planned.
6. Jignasa Study Project review is done.
7. Annual report is placed before the committee.

Action Taken:-

1. NSS programming officers are appreciated for successfully conducting camps.
2. Semesters syllabus completed in all subjects.
3. Special classes for university exams.
4. Students are encouraged for applying PG courses.
5. Visited Junior colleges for improving admissions.
6. Model for pamphlets is finalized.
7. Jignasa Study Project winners are appreciated.


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MINUTES OF IQAC MEETING**

Dt: 18-06-2018

The IQAC meeting is convened by the Chairperson/Principal Sri. A. Shankar on 18-06-2018 at 3.00 pm in Principal's Chamber. This meeting is attended by the IQAC coordinator Mr. M. Samuel Praveen Kumar and all the other teaching staff.

Minutes of the meeting:-

1. The Process of Admissions 2018-19 is discussed. Principal asked the faculty member to improve the number of admissions.
2. Aqar of 2017 – 18 placed before the staff council.
3. Discussed about the Preparation of Bridge course in all departments.
4. Preparation of Teaching diaries and Annual Plans.
5. Instructed that every faculty member should maintain teaching diaries and records for NAAC.

Action Taken:-

1. Printing of Pamphlets and advertisement in local TV is done to improve admissions.
2. Seats allotted according to the merit.
3. Teaching diaries and Annual Plans are distributed to all faculty members.
4. Annual committees for the smooth running of the college are formed for the year 2018-19.
5. AQAR of 2017-18 is placed in the website of the college.
6. Bridge Course is designed and conducted for students who did not study the same group in their previous study.


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