

**Sri Chintalapati Varapasada Murthy Raju
Government Degree College, Ganapavaram, W.G.Dist. A.P.**

Estd. 1972
Affiliated to Adikavi Nannaya University
Accredited 'B' by NAAC



Website: gdcganapavaram.in
Mail Id. ganapavaram.jkc@gmail.com
Tel. 08818-295651 & 9985126333

INTERNAL QUALITY ASSURANCE CELL

(1) Meeting held on 23 November 2020

The IQAC meeting was held under the chairmanship of Dr. M. Syambab, Principal (FAC) and attended by the coordinator and the members of IQAC.

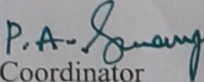
Agenda




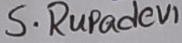
- Chalking out IQAC action plan for 2020-21
- Conducting online classes in the wake of Covid-19
- Utilizing CCE LMS for reinforcement of learning
- Enhancement of enrollment & continuation of Best Practices
- Submission of AQAR for 2019-20
- Annual curricular plans in sync with the university academic calendar
- Utilizing MOOCs courses for curriculum enrichment
- Registration of new students in NDL & NLIST
- Introducing new certificate courses by the departments
- Any other matter with the permission of the chair

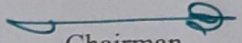
Minutes

- The IQAC coordinator spoke on the outline of a plan of action for 2020-21.
- The Principal emphasized the need for enhancing enrollment in the college.
- He stressed the need for online classes in the wake of Covid-19.
- He spoke on the importance of LMS videos for reinforcement of learning.
- The team discussed the university academic calendar and its implementation.
- It is resolved to submit AQAR for 2019-20 in due time.
- The departments, it is resolved, are to submit annual curricular plans and proposals for new certificate courses

- The IQAC reviewed the prevailing best practices and decided to continue them.
- The team motivated the faculty and students to join MOOCs.
- The Coordinator explained the benefits of NDL and NLIST and requested the faculty to ensure maximum registration.


Coordinator
(P. Arvind Swamy)
Members Present:

1. Dr. V.Sandhya, Lec. In Zoology 
2. Smt.N.L.Janaki.,Lecturer in Chemistry 
3. Sri A.Vijay Kumar.,,Junior Asst. 
4. Seepani Rupadevi, student 
5. K.V.Srinivasa Rao, Secretary, CPDC


Chairman
(Dr. M.Syambab)
PRINCIPAL (F.A.C)
S.CH.V.P.M.R. Govt. Degree College
Accredited "B" by NAAC
GANAPAYARAM (W.G.Dt.,)

(2) Meeting held on 2 Jan. 2021

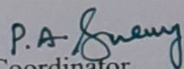
The IQAC meeting was held under the chairmanship of Dr. M.Syambab, Principal (FAC) and attended by the coordinator and members.

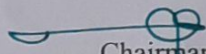
Agenda

- Review of departmental activities and monitoring the committees' initiatives.
- Sports and literary competitions for students on Independence Day.
- Students can use the LMS facility.
- Students to join IBM P-TECH SKILLBUILD Courses
- Students can use e-platforms for raising doubts and submitting assignments.
- Any other matter with the permission of the chair.




Minutes

- It is resolved to review the departmental activities and committees work by IQAC.
- It is also resolved not to conduct any competitions due to covid and shortage of time for teaching learning.
- It is decided that students need to make use of LMS facility for refreshing themselves on the topics already completed;
- It is resolved to encourage students to IBM P-TECH short-term online Certificate Courses.
- It is also resolved that students need to be encouraged to use e-platforms for raising doubts and submitting assignments.


Coordinator
(P.Arvind Swamy)


Chairman
(Dr. M.Syam Bab)
PRINCIPAL (F.A.C)
S.CH.V.P.N.R. Govt. Degree College
Accredited "B" by NAA
GANAPAYARAM (W.G.Dt.,)

Members Present:

1. Dr. V. Sandhya, Lecturer in Zoology 
2. Smt. N. L. Janaki, Lecturer in Chemistry 
3. Sri A. Vijay Kumar, Junior Asst. 

(3) Meeting held on 12 April 2021

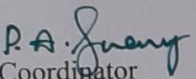
The IQAC meeting was held under the chairmanship of Dr. M.Syambab, Principal (FAC) and attended by the coordinator and members.

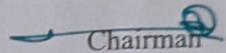
Agenda

- Adopting ICT-based evaluation methods during covid times.
- Pursuing release of funds from the CCE for the works sanctioned and completed.
- G-suite facility for the online classes.


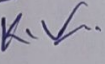

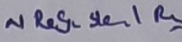
Minutes

- It is resolved to use Google forms for evaluation in the wake of new work environment;
- It is decided to follow up the proposals submitted for financial grants from UGC.
- It is resolved that the college needs to apply for a G-suite facility to be used for online teaching transactions during these covid times.


Coordinator
(P. Arvind Swamy)


Chairman
(Dr. M. Syambab)
PRINCIPAL (F.A.C)
S.CH.V.P.M.R. Govt. Degree College
Accredited "B" by MA
GANAPAVARAM (W.G.U.)

Members Present:

1. Dr. V. Sandhya, Lec. in Zoology 
2. K. V.Srinivasa Rao. Secretary, CPDC 
3. Sri A.Vijay Kumar, Junior Asst. 
4. N. Raja Sekhara Raju, Alumni Member 

(4) Meeting held on 2 June 2021

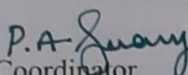
The IQAC meeting was held under the chairmanship of Dr. M. Syambab, Principal (FAC) and attended by the coordinator and members.

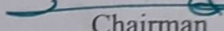
Agenda

- Feedback on curriculum and college from various stakeholders
- Student satisfaction survey through Google forms
- Strengthening strategies for enhancing enrollment


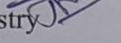

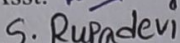
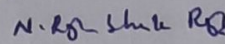
Minutes

- It is resolved to take feedback on curriculum from students, faculty, alumni, employers and parents.
- It is decided to go online to conduct a Student Satisfaction Survey on TLE.
- The principal stressed the need for enhancing enrollment by visiting feeder colleges, addressing the students, explaining the benefits of joining S.CH.V.P.M.R.GOV.T. DEGREE COLLEGE, Ganapavaram, taking their addresses, and motivating the students to seek admission in the college for a bright future and all-round development.


Coordinator
(P. Arvind Swamy)


Chairman
(Dr. M. Syambab)
PRINCIPAL (F.A.C)
S.CH.V.P.M.R. Govt. Degree College
Accredited "B" by NAA
GANAPAVARAM (W.G.Dt.)

Members Present:

1. Dr. V. Sandhya, Lecturer in Zoology 
2. Smt. N. L. Janaki, Lecturer in Chemistry 
3. Sri A. Vijay Kumar, Junior Asst. 
4. Seepani Rupadevi, Student 
5. K. V. Srinivasa Rao, Secretary, CPDC 

ACTION TAKEN REPORTS

(1) Meeting held on 23 November 2020

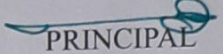
ATR

1. **Charting out plan of action:** The IQAC had a discussion among the team members and chalked out the plan of action for 2020-21 as follows and submitted it to the principal.

Plan of action for 2020-21
To update website and increase % of ICT-enabled teaching
To exhort the faculty for organizing seminars and workshops in collaboration with other institutions
To encourage faculty and students to join online courses
To request the departments to increase field-based study projects and introduce certificate courses
To encourage the students for participating in sports & cultural competitions off the campus
To update the faculty on digital teaching platforms

2. **Online Classes:** The College took G suite facility and provided mails to all the faculty for online teaching through Google meet.
3. **CCE LMS:** The students are accommodated in smart classes for listening to LMS video lectures in the absence of Faculty on CL. Most of the students listen to video lectures on their own smartphones during their free time out of the college hours.
4. **Certificate Courses:** Five certificate courses were offered by the departments and certificates were distributed to the qualifying students at the end.
5. **Enhancing enrollment:** Wide publicity was given about the facilities in the college and benefits of taking admission in S.CH.V.P.M.R.GOV.T.DEGREE COLLEGE, Ganapavaram, using pamphlets, banners, FM radio ads. Besides, the faculty visited the feeder colleges like Govt. junior college, Chanakya Junior College, BRS Junior College, Ganapavaram and Pippara Junior College, Pippara and interacted with the principal, staff and students on various facilities and Govt. schemes available in the institution. As usual, an admissions committee was formed with P.Arivind Swamy, as admissions coordinator and an admissions desk was created to take care of the visiting parents and students. Besides, the faculty visited the houses of the intermediate students and interacted with students and parents.
6. **Continuation of best practices:** The IQAC reviewed the prevailing best practices namely Student Centered Learning (SCL), Mentor Mentee System (MMS), Vehicle Free Day, and Handful of Rice, and asked the faculty to continue them with proper documentation and analysis.

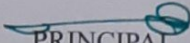
7. **Submission of AQAR:** Taking inputs from the departments, committees, library, office and the principal, the IQAC team prepared AQAR for 19-20 and after approval by the principal, submitted it to NAAC on 18.1.2021 in online mode.
8. **Academic calendar & Annual curricular plans:** As the college is an affiliated college, the IQAC has recommended that the university academic calendar be implemented as it is, and directed all the departments to prepare curricular plans for the two semesters in accordance with this. The curricular plans were approved after careful examination and sent to the head of the institution.
9. **Bridge Courses:** All the departments conducted bridge courses for the new students for a period ranging from one week to ten days on the topics selected for the purpose.
10. **NDL registration:** Majority of the students got registered in National Digital Library and began making use of the required data.


PRINCIPAL
PRINCIPAL (F.A.C)
S.CH.V.P.M.R. Govt. Degree College
Accredited "B" by NAAC
GANAPAVARAM (W.G.Dt.,)

(2) Meeting held on 2 Jan. 2021

ATR

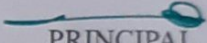
- 1. Monitoring of cells/committees:** Rigorous monitoring of cells and committees ensured the smooth functioning of the same. All the lecturers were given instructions to promote quality, accountability and transparency. The Discipline Committee and the Anti Ragging Cell jointly took initiatives to acquaint the students with the pros and cons of ragging. Grievance Redressal Cell encouraged the students to share the issues they faced in the campus. Women Empowerment Cell organized counseling sessions to mold girls to meet the challenges of the society and conducted gender sensitization programs.
- 2. Literary competitions:** Several literary competitions including elocution and quiz were conducted on the occasion of Independence Day.
- 3. LMS Usage:** Majority of the students are watching video tutorials on CCE LMS (Learning Management System by Commissionerate of College Education) for the enrichment and reinforcement of their knowledge under the guidance of the faculty and the supervision of college LMS coordinator Dr. V.Sandhya, Lecturer in Zoology.
- 4. IBM P-TECH Courses:** 36 students joined these online courses of 20 to 30 hours duration; 20 of them got through the certifying exam and got certifying badges from IBM. These 20 students passed in 74 certificate courses with a range of 1 to 6 courses per each.
- 5. Using e-platforms by students:** The students began using whatsapp and e-mail facilities for raising their queries and subject-related doubts, and also for submitting assignments.


PRINCIPAL
PRINCIPAL (F.A.C)
S.CH.V.P.M.R. Govt. Degree College
Accredited "B" by NAAC
GANAPAVARAM (W.G.Dt.,)

(3) Meeting held on 12 April 2021

ATR

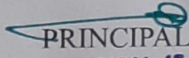
- 1. ICT-based Evaluation Practices:** All the departments began conducting online Quizzes and other short answer tests through Google forms in the wake of Covid-hit academic environment.
- 2. Fund-release from CCE:** With the continuous efforts of the Principal, the Commissioner of College Education released 8 lakhs vide proc. Rc. No.23/PNP/2020 dt.27.07.2020 for the minor works in the college.
- 3. G-suite:** The Institution applied for G-suite facility (non-commercial) from Google. After verification of college documents – Permanent affiliation, UGC 2f & 12B STATUS, Naac Accreditation – the college was provided G-suite which can be very effective for online classes in the new work environment.


PRINCIPAL
PRINCIPAL (F.A.C)
S.CH.V.P.M.R. Govt. Degree College
Accredited "B" by NAAC
GANAPAVARAM (W.G.Dt.,)

(4) Meeting held on 2 June 2021

ATR

1. **Feedback on curriculum:** Feedback was collected on curriculum and college from various stakeholders including students, faculty, parents, alumni etc. and the analysis report was submitted to the head of the institution for forwarding to the affiliating university.
2. **Student Satisfaction Survey:** SSS was conducted through Google form from a sample of 50 students. The IQAC had discussions on the SSS analysis report and directed the faculty to take into account the suggestions received in the SSS. Further, the team had discussion with the head of the institution on the measures necessary at college level.
3. **Strategies for enhancing enrollment:** As per the proposals made by IQAC, the faculty collected students addresses from the feeder colleges and visited them door to door. They interacted with the students and parents on the facilities and benefits in the college.


PRINCIPAL
PRINCIPAL (F.A.C)
S.CH.V.P.M.R. Govt. Degree Collene
Accredited "B" by NAAC
GANAPAVARAM (W.G.Dt.,)