

Meeting:1

Academicyear:2023-24

Date: 04.07.2023

### CIRCULAR

All the members of the IQAC are hereby requested to attend a meeting with the principal at 10:00 am on 06-07-2023 to discuss the following agenda. All IQAC members are requested to attend the meeting without fail.

Agenda:

1. Review of the previous meeting
2. Infrastructure Development
3. Abhyas portal
4. Full Stack Development
5. Discussion about Students Feedback on Teachers collected for Even Semester 2022-23
6. Conduction of Faculty Induction Programme
7. Student induction Programme
8. Discussion on Department Association and Clubs activities for the year 2023-24.
9. Student achievements.
10. Placements.
11. NSS



Signature of the coordinator



PRINCIPAL  
SRI ADITYA DEGREE COLLEGE  
J.P. ROAD, BHIMAVARAM-534 202

Signature of the Chair Person



The undersigned is pleased to constitute the Internal Quality Assurance Cell (IQAC) with the following members.

#### MEMBERS OF IQAC

S.NO	Details of the Members	Designation
1.	A. Anuradha	Chair person
2.	M. Srinivas	Director
3.	B. Mavullu	Co-ordinator
4.	B. Hemanth Kumar	External member
5.	B. Suresh Kumar	External member
6.	G. Nirmala	Member
7.	K. Suresh	Member
8.	G. Giri	Member
9.	N. Suvarna Jyothi	Student representative
10.	T. Satya Sri	Student representative
11.	Y. Poojitha (Alumini)	Member
12.	N. Mary Ratnam (Alumini)	Member
13.	S. Kalyani (Alumini)	Member

Signature of the coordinator



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Signature of the Chair Person



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## IQACMEETINGMINUTES

Meeting:1

Academicyear:2023-24  
Date:06.07.2023

### AGENDA:

1. Review of the previous meeting
2. Infrastructure Development
3. Abhyas portal
4. Full Stack Development, AWS Cloud Computing
5. Discussion about Students Feedback on Teachers collected for Even Semester 2022-23
6. Conduction of Faculty Development Programme
7. Student induction Programme
8. Discussion on Department Association and Clubs activities for the year 2023-24.
9. Student achievements.
10. Placements.
11. NSS

Signature of the coordinator



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Signature of the Chair Person



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## INTERNAL QUALITY ASSURANCE CELL MINUTES OF MEETING

Meeting No: 1

Date: 06.07.2023

Academic Year: 2023-24

Venue: Seminar hall

### Members present for the Meeting:

S.NO	Details of the Members	Designation	Signature
1.	A. Anuradha	Chair person	
2.	M. Srinivas	Director	
3.	B. Mavullu	Co-ordinator	
4.	B. Hemanth Kumar	External member	
5.	B. Suresh Kumar	External member	
6.	G. Nirmala	Member	
7.	K. Suresh	Member	
8.	G. Giri	Member	
9.	N. Suvarna Jyothi	Student representative	
10.	T. Satya Sri	Student representative	
11.	Y. Poojitha (Alumini)	Member	
12.	N. Mary Ratnam (Alumini)	Member	
13.	S. Kalyani (Alumini)	Member	

The Principal welcomed the gathering. She briefed the dignitaries about the activities and achievement of the College during the year 2022-23 and also reviewed the previous meeting minutes.

The principal informed that the new courses introduced and had a good response and admissions are good.

Item 1: Infrastructure Development: Dr. B. Silpa appreciated the efforts of Management in the construction of new Computer laboratory for the students, and also the smart board sare installed.

Item 2: Dr. B. Silpa asked all the Faculty Members to Create Awareness regarding utilization of Abhyas Portal. Abhyas portal is developed for the benefit of students apart from the Academics and lab programs, students can enhance their coding, English, Arithmetic and reasoning skills for campus placements.

Item3: All the IQAC members requested the management to introduce the courses for the benefit of students.

Item4: Discussion about Students Feedback on Teachers: A Report about Students Feedback on Teachers for the Even Semester 2022-23 along with Action taken Report was submitted to the Committee. They provided suggestions to improve the performance of the teachers.

Item5: For the development of Faculty, Faculty Induction Programs are planned to conduct in the month of October and November.

Item6: Student Induction Programme during the first week of September. To help the students in improving and upgrading their skills

Item7: Discussion on Department Association and Clubs activities for the year 2023-24 All the Senior Faculty Members presented their plan for the upcoming semester and the suggestions were given by the Committee.

Item8: It is resolved to take necessary training program for the final years to improve the employment opportunities.

Item 9: It is also resolved to take up social service activities with the help of NSS volunteers to ensure that the college becomes a part of the development of the society.

Item 10: It is also decided to identify the slow learners in the college and initiate the necessary measures to conduct special classes to improve the pass percentage of the students.

Mr. N. Hari Satish Kumar IQAC Coordinator proposed Vote of Thanks.



**Signature of the coordinator**



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**Signature of the Chair Person**





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## INTERNAL QUALITY ASSURANCE CELL ACTION PLAN

Action Plan report on the decision taken during the IQAC meeting held on 06.07.2023 is as follows:

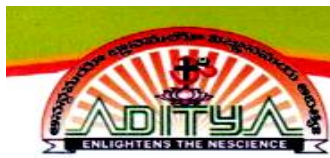
Points discussed	Decision taken	Responsibility	Target date
Smart Classroom	Principal	Management and Administrative officer	November 2024
Abhyas portal	Principal	All the Staff Members	Academic year 2023-24
AWS, Full Stack development	IQAC members	Department of Computer Science	Academic year 2023-24
Conduction of faculty Development Programme	To conduct faculty Development program	IQAC	October and November
Student Induction Programme	Student induction Programme	IQAC	September and October
Department Association and club activities	To organize more events through Department Associations.	Concerned HOD and Club coordinators	Academic year 2023-24

Signature of the coordinator



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## INTERNAL QUALITY ASSURANCE CELL ACTION TAKEN

Action taken report on the decisions taken during the IQAC meeting held on 06.07.2023 is as follows:

Points discussed	Decision taken	Action Taken
Smart Class room	Principal	Smart class rooms are installed
Abhyas portal	Principal	Abhyas portal is made compulsory for the students
AWS, Full Stack development	IQAC members	It is planned for the month of March
Conduction of faculty Development Programme	To conduct faculty Development program	FDP programs on "AI tools for teaching and learning", "How to buy and sell shares in Stock Exchange " Are planned
Student Induction Programme	Student induction Programme	Orientation programme to all the Students planned to conduct in the month of January
Department Association and club activities	To organize more Events through Department Associations.	Concerned HOD and Club coordinators

Signature of the coordinator



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Signature of the Chair Person



Meeting:2

Academicyear:2023-24

Date:13.03.2024

## Circular

All the members of the IQAC are hereby requested to attend a meeting with the principal at 10:00 am on 13.03.2024 to discuss the following agenda. All IQAC members are requested to attend the meeting without fail.

### Agenda:

1. Review of the previous meeting
2. AWS and Full Stack Development courses
3. Add on courses
4. First year students motivation all Programme
5. Lab verifications
6. Teaching learning methods
7. Placements
8. MOUS

Signature of the coordinator



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The undersigned is pleased to constitute the Internal Quality Assurance Cell (IQAC) with the following members.

**Members of the IQAC:**

S.NO	Details of the Members	Designation
1.	A. Anuradha	Chair person
2.	M. Srinivas	Director
3.	B. Mavullu	Co-ordinator
4.	B. Hemanth Kumar	External member
5.	B. Suresh Kumar	External member
6.	G. Nirmala	Member
7.	K. Suresh	Member
8.	G. Giri	Member
9.	N. Suvarna Jyothi	Student representative
10	T. Satya Sri	Student representative
11.	Y. Poojitha (Alumini)	Member
12.	N. Mary Ratnam (Alumini)	Member
13.	S. Kalyani (Alumini)	Member



**Signature of the coordinator**

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**Signature of the Chair Person**



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### Minutes of the IQAC Meeting:

The meeting of all the members of the IQAC under the chairperson ship of the principal has been conducted on 13.03.2024 and had a detailed discussion on the following agenda.

The chairman of the committee has welcomed all the members of the IQAC and expressed his profound sense of gratitude for their esteemed presence.

### Agenda of the Discussion:

1. Review of the previous meeting
2. AWS and Full Stack Development courses
3. Add on courses
4. First year students motivation all Programme
5. Lab verifications
6. Teaching learning methods
7. Placements
8. MOUS

The following members of the IQAC have attended the meeting.

S.NO	Details of the Members	Designation	Signature
1.	A. Anuradha	Chair person	
2.	M. Srinivas	Director	
3.	B. Mavullu	Co-ordinator	
4.	B. Hemanth Kumar	External member	
5.	B. Suresh Kumar	External member	
6.	G. Nirmala	Member	
7.	K. Suresh	Member	
8.	G. Giri	Member	
9.	N. Suvarna Jyothi	Student representative	
10.	T. Satya Sri	Student representative	
11.	Y. Poojitha (Alumini)	Member	
12.	N. Mary Ratnam (Alumini)	Member	
13.	S. Kalyani (Alumini)	Member	

Signature of the coordinator



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### Resolutions:

The Principal welcomed the gathering. She briefed the dignitaries about the activities and achievement of the College during odd semester and also reviewed the previous meeting minutes.

Item 1: Dr. Silpa, the Chairperson began the session with the review of the academic calendar

Item 2: All the IQAC members requested the management to introduce the courses for the benefit of students. The Following Courses are introduced .

Course name: Full stack development  
Commenced date : 18-3-2024  
Instructor: Bhupathi (Creative software solutions)  
Degree second years

Course name: AWS  
Commenced date : 18-3-2024  
Instructor: VIJAY (Creative software solutions)  
Degree second years

Course name: C language  
Commenced date : 4-4-2024  
Instructor: Rajesh babu  
Degree first years

Item 3: It is also decided to introduce the Add on courses to improve the quality of students and to enhance the employability of student. Also Sri N. Hari Satish the coordinator of IQAC discussed with the members regarding the importance of Add on courses and to select the best ADD ON Courses which are helpful to students.

Item 4: It is resolved to conduct an orientation program for I year students to provide comprehensive information about the degree curriculum and degree education.

Item 5: The committee has been instructed all the HODS to check course file, lab manual and the position of equipment in labs and also lab equipment verification and to submit the report to IQAC committee.

Item 6: The committee has suggested the faculty to adopt new approaches while delivering the classes. So that students will be benefited.

Item 7: The placement officer explained the schedule of the visit of various companies for on campus interviews.

All the HODs have been directed to collaborate with other institutions to improve excellent social contacts.

Meeting is concluded by the IQAC Coordinator Sri N. Hari Satish Kumar by proposing vote of thanks.

Points discussed	Decision taken	responsibility	Target date
Courses	IQAC	Department of Computer Science	Academic Year 2023-24
Department events and college events	To conduct events as per Academic calendar.	Concerned Heads and Coordinators.	25.05.2023
Placements	Placements for all the final years	Placement cell	Through out the Academic year 2023-24
NSS activities	To the first years	NSS Program officers	25.05.2023
Add on courses	Add on courses for the even semester to be conducted.	Respective Heads of the department.	By the end of April.

Signature of the coordinator



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## INTERNAL QUALITY ASSURANCE CELL ACTION TAKEN

Action taken report on the decisions taken during the IQAC meeting held on 15.03.2022 is as follows:

Points discussed	Decision taken	Action Taken
Courses	IQAC	Course name: Full stack development Commenced date :18-3-2024 Instructor: Bhupathi (craitivo software solutions) Degree second years Course name: AWS Commenced date :18-3-2024 Instructor: VIJAY(craitivo software solutions) Degree second years Course name: C language Commenced date :4-4-2024 Instructor: Rajesh babu Degree first years
Department events and college events	To conduct events as per Academic calendar.	Events are conducted as per Academic calendar.
Placements	Placements for all the final years	Students have placed in Various companies during this academic year
NSS activities	To the first years NSS activities should be conducted	NSS Program officers
Add on courses	Add on courses to be conducted.	Pearson Mepro, Modern Statistical Computing In R, Inspection Of Electronic Circuits Using Multiuse, Applications Of Vedic Mathematics, Hacker rank Python, Oracle Academy-Java Foundations, Duo lingo English Course, Cisco Programming Essentials In Python are the various Add on courses.

Signature of the coordinator



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Signature of the Chair Person

IQAC

Academic year: 2023-24