SRI ADITYA DEGREE COLLEGE

Affiliated to Adikavi Nannaya University - Approved by APSCHE

Dasari Commercial Complex,
J.P. Road, Bhimavaram,
Wesr Godavari District, A.P.-534202 INDIA
Ph : 08816 - 222168
Cell:7997256662, 7997256663
URL : aditya.ac.in/degree
Email : sadcbvm@aditya.ac.in

Meeting:1   Academicyear:2024-25
                                                    Date:17.08.2024

CIRCULAR

All the members of the IQAC are hereby requested to attend a meeting with the principal at 10:00 am on 20-08-2024 to discuss the following agenda. All IQAC members are requested to attend the meeting without fail.

Agenda:

1. Review of the previous meeting

2. Infra structure Development

3. To discuss about NAAC visit to the college

4. To introduce courses like Python, AI and ML, Advanced M S Excel

5. Discussion about Students Feedback on Teachers collected for Even Semester 2023-24

6. Conduction of Faculty Induction Programme

7. Student orientation Programme

8. Discussion on Department activities for the year 2024-25.

9. Student achievements.

10. Placements.

11. NSS

Signature of the coordinator   **Signature of the Chair Person**

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IQAC   **Academicyear:2024-25**

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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.	M. Ayyannababu	External member
5.	S. Tejaswini	External member
6.	N. Devi	Member
7.	S. Lakshmi Kanth	Member
8.	S. Rattaiah	Member
9.	K. Pradeep	Student representative
10	R. Pavitra	Student representative
11.	J. Sai Swetha (Alumini)	Member
12.	G. Sai Ganesh (Alumini)	Member
13.	P. Rajesh (Alumini)	Member

Signature of the coordinator   **Signature of the Chair Person**

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IQAC   **Academicyear:2024-25**

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IQACMEETINGMINUTES

Meeting:1

Academicyear:2024-25
Date:20.08.2024

AGENDA:

1. Review of the previous meeting

2. Infrastructure Development

3. To discuss about NAAC visit to the college

4. To introduce courses like Python, AI and ML, Advanced MS Excel

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Signature of the coordinator

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Signature of the Chair Person

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INTERNALQUALITYASSURANCECELLMINUTESOFMEETING

MeetingNo:1

Date:20.08.2024
AcademicYear:2024-25
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.	M. Ayyannababu	External member	
5.	S. Tejaswini	External member	
6.	N. Devi	Member	
7.	S. Lakshmi Kanth	Member	
8.	S. Rattaiah	Member	
9.	K. Pradeep	Student representative	
10	R. Pavitra	Student representative	
11.	J. Sai Swetha (Alumini)	Member	
12.	G. Sai Ganesh (Alumini)	Member	
13.	P. Rajesh (Alumini)	Member	

The Principal welcomed the gathering. She briefed the dignitaries about the activities and achievement of the College during the year 2024-25 and also reviewed the previous meeting minutes.

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

Item1: Infrastructure Development: Dr. B. Silpa appreciated the efforts of Management in the construction of new Computer laboratory, Classrooms, Libraries for the students, and also the smart boards are installed.

Item2: As the NAAC peer team is going to visit in the month of October, all the HoDs are instructed to

prepare the necessary files and documents as soon as possible. Also discussed about the schedule of the visit which is going to be two days.

Item3: All the IQAC members requested the management to introduce the courses for the benefit of students, courses like Full Stack Development, which helps the students to create web page, AWS, Python, AI & ML which helps the students to gain extra knowledge in Coding, advanced MS Excel for first years, so that the students can learn data analytics and data representation.

Item4: Discussion about Students Feedback on Teachers: A Report about Students Feedback on Teachers for the Even Semester 2023-24 along with Action taken Report was submitted to the Committee. They provided suggestions to improve the performance of the teachers and also IQAC members asked the teachers to use ICT enabled Tools, Smart Classrooms.

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

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

Item7: Discussion on Department activities for the year 2024-25, All the Senior Faculty Members presented their plan for the upcoming semester and the suggestions were givenby 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   **Signature of the Chair Person**

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Sri Aditya Degree College
Date..........
PIN : 534 202
J.P.ROAD, BHIMAVARAM

IQAC   **Academicyear:2024-25**

INTERNALQUALITYASSURANCECELLACTIONPLAN

Action Plan report on the decisions taken during the IQAC meeting held on 20.08.2024is as follows:

Points discussed	Decision taken	Responsibility	Target date
Smart Classroom, Computer Lab	Principal	Management and Administrative officer	November2025
Python, AI & ML, Advanced MS Excel	IQAC members	Department of Computer Science	Academic year 2024-25
Conduction of faculty Development Programme	To conduct faculty Development program	IQAC	December and January
Student Orientation Programme	student Orientation Programme	IQAC	January
Department activities	To organize more events through Department Associations.	Concerned HOD	Academic year 2024-25

Signature of the coordinator

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Signature of the Chair Person

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INTERNALQUALITYASSURANCECELLACTIONTAKEN

Action taken report on the decisions taken during the IQAC meeting held on 20.08.2024 is as follows:

Points discussed	Decision taken	Action Taken
Smart Classroom, Computer Lab	Principal	Smart class rooms are installed
Python, AI & ML, Advanced MS Excel	IQAC members	New Courses are introduced for the benefit of Students.
Conduction of faculty Development Programme	To conduct faculty Development program	FDP programs are planned in the months of December and January
Student Orientation Programme	student Orientation Programme	Orientation programme to all the Students planned to conduct in the month of January
Department activities	To organize more events through Department Associations.	Concerned HOD

Signature of the coordinator

Signature of the Chair Person

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IQAC

Academicyear:2024-25