

# Academic Year - 2015-16

Meeting - 1

Date: 15-06-2015.

The IQAC has been Constituted with the following Composition for the year 2015-16; as per the guidelines of NAAC.

1. Chairperson: Dr. K.D.L. Job Paul M.A, LL.B., Ph.D.,
2. Coordinator: Dr. C.P. Lakshmi Prasanna, Lec. in physics,
3. Members:

A. From the Administration

- |                              |                         |
|------------------------------|-------------------------|
| a. Sae. M.R.C. Mohan Rao     | Vice-principal          |
| b. Sri. Sreenivasa Ganapa    | J/c of Examinations     |
| c. Dr. Y. Kalyan Kumar       | Physical Director       |
| d. Sri. P. Markandeya Achari | Lec. in Library Science |
| e. Sri S. Fazlur Rahman      | J/c of office.          |

B. From the Teaching Faculty

- |                             |                  |
|-----------------------------|------------------|
| a. Dr. P. Vijaya Kumar      | Departmental J/c |
| b. Dr. S. SreeLakshmi       | Telugu           |
| c. Sri. B. Sanjeeva         | Mathematics      |
| d. Smt. K. Natini Das       | Chemistry        |
| e. Sae. S. Naveesh          | Botany           |
| f. Sri A. Venkata Swamy     | Zoology          |
| g. Dr. U. Sankara           | History & Art    |
| h. Smt. K.J. Vijaya Lakshmi | Economics.       |
|                             | Commerce.        |

C. From the Society:

- |                      |                                   |
|----------------------|-----------------------------------|
| a. Sri T. Maba Sabet | Businessman & Philan-<br>thropist |
|----------------------|-----------------------------------|

d. From the Student Community

- |               |                  |
|---------------|------------------|
| a.            | III B.Sc., B.E.C |
| b. D. Saleema | II B.Com, (Gen)  |
| c. P. Titesea | I B.A (H.EP)     |

e. From Alumni

- |                              |  |
|------------------------------|--|
| a. Sri. M. Raja Ravi Shanker |  |
|------------------------------|--|

f. From Stakeholders (Parents)

- |         |  |
|---------|--|
| a. Sri. |  |
|---------|--|

S. No	Name of the Functionary	Signature
1.	At. C.P. Lakshmi Prasanna	CP Lakshmi Prasanna 15/6/2015
2.	Sri. M.R.C. Mohan Rao	
3.	Sri. Sreenivasa Ganapa	
4.	Dr. Y. Kalyan Kumar ✓	
5.	Sri. P. Mallikarjuna Achari	
6.	Sri. S. Fazlur Rahman	
7.	Dr. P. Vijay Kumar	
8.	Dr. S. Sree Lakshmi	
9.	Sri B. Sanjeeva	
10.	Smt. K. Nalini Das	
11.	Sri. S. Naveth	
12.	Sri. A. Venkata Swamy	
13.	Dr. U. Shankara	
14.	Smt. K.J. Vijaya Lakshmi	
15.	Sri T. Mahu Sahel	
16.	Sri. P. Toteru - III BA	
17.	Sri. D. Salama - II B.com	
18.	Sri.	
19.	Sri.	
20.	Sri.	

15/06/2015  
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# Academic Year 2015-16

Meetings - 2.

Date: 16-06-2015

All the IQAC Committee members met in the principal's chamber and discussed the following matters as mentioned below.

Agenda:

1. Institutional Plan
2. Curricular Plan
3. Departmental - Action plan
4. Student Support Services - Action plan
5. National Seminar.

*Prasad*  
16/06/2015  
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## Resolutions:

1. Institutional plan to be prepared by The IQAC Coordinator with the Committee concerned for the Academic year 2015-16.
2. All the members of Staff instructed to prepare Curricular plans for the concerned subjects in prescribed formats.
3. All the in-charges of the departments instructed to prepare action plan for the academic year 2015-16.
4. All the members of Staff are instructed to prepare the Students' Support Services action plan.
5. The physical Education Department has positively responded and chalked out the plan to conduct National Seminar on "Physical Education - 21<sup>st</sup> Century, Research perspective" on 11<sup>th</sup> & 12<sup>th</sup> of July - 2015. Therefore, all the members of Teaching and Non-Teaching faculty are requested to render their help during the Seminar.

Staff members are requested to prepare after-mentioned agenda within a week.

S.No	Name of the Functionary	Signature
1.	Dr. C.P. Lakshmi Prasanna	IQAC Coordinator C.P. Lakshmi Prasanna
2.	Sri M.R.C. Mohan Rao	Member from Adm. <i>M.R.C.</i>
3.	Sri Sreevasa Ganapa	"
4.	Dr. Y. Kalyana Kumar	" ✓ <i>Y.K.K.</i>
5.	Sri. P. Hanakandya Achari	" <i>P.H.A.</i>
6.	Sri S. Fazlur Rahman	"
7.	Dr. P. Vijaya Kumar	Teaching faculty <i>P.V.K.</i>
8.	Dr. S. Sreelakshmi	"
9.	Sri B. Sanjeeva	"

10. Smt. K. Nalini Das Teaching Faculty *Ruahit*
11. Sni. S. Nareth "
12. Sni. A. Venkata Swamp " *A. Venkata*
13. Dr. U. Shankara "
14. Smt. K.J. Vijaya Lakshmi " *K. Vijayadevi*
15. Sni T. Mahesh Sahet Philanthropist *H. K.B.*
16. Sni P. Titasa
17. Sni D. Saleema
- 18.
- 19.
- 20.

  
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# Academic Year 2015-2016

Meetings - 3.

Date: 26.06.2015

All the IQAC Committee members met in the principal's chamber and discussed the following matters as mentioned below:

## Agenda:


1. Orientation Programme
2. CBCS System
3. Year-wise System
4. Teaching Diary and Teaching Notes.

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26/06/2015  
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## Resolutions:

1. Orientation Programme for the academic year 2015-16 meant for the first year entrants to create awareness on the learning resources available in the College by the Heads of various departments concerned. Various Student Support activities like N.S.S, Women Empowerment Cell, R.K.C Career Counselling, Grandity Cell, S.C and S.T cell, B.C. Cell, are explained by the concerned committees.
2. All the departments to advise to Organise National Seminars for the benefit of the Student Community and lecturers.
3. The Academic Committee is asked to explain the newly C.B.C.S system for the first year students and also instructed the Examinations Committee to explain the pattern of the University Examinations.
4. A. The Chair has instructed the Academic Committee to explain and clarify the II & III year students about the year-end Examination system which remains the same as it was in the first and second year. The Examinations Committee also asked to explain the pattern of Examinations related to year-wise system.
5. All the Teaching faculty are advised to prepare and submit the teaching diary and Notes by the 15<sup>th</sup> of every month and get it signed by the principal all through the year.
6. The Chair has instructed the Staff to prepare Time Table for inter examinations, Seminars etc, as per the Royal College University Calendar and comply with orders of the U.G. Council.

S.No.	Name of the Limbhananj	Designation	Signature.
1	Ans. C.P. Lakshmi Prasad	(RAC) Coordinator	C.P. Lakshmi Prasad
2	Sri M.K.C. Mohan Rao	Member from Adm.	M.K.C. Mohan Rao
3	Sri. Sreenivasa Ganapa	"	
4	Dr. Y. Kalyan Kumar	" ✓	Y. Kalyan Kumar
5	Sri P. Narendraya Achari	"	P. Narendraya Achari
6	Sri. S. Fazlur Rahman	"	
7	Dr. P. Vijaya Kumar	Teaching Faculty	P. Vijaya Kumar
8	Dr. S. Sreedakshini	"	
9	Sri. B. Sanjeeva	"	
10	Smt. K. Nalini Das	"	K. Nalini Das
11	Sri. S. Naresh	"	
12	Sri. A. Venkate Sanyal	"	A. Venkate Sanyal
13	Dr. U. Shanker	"	
14	Smt. K.S. Vijaya Lakshmi	"	K.S. Vijaya Lakshmi
15	Sri T. Mahu Sahib	Philanthropist	T. Mahu Sahib
16	Sri D. Raja Ravi Shanker	Alumni	
17	Sri. D. Seetha	B.Com	
18	Sri. T. Rama	B.A.	
19.			
20.			

  
 26/06/2015  
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# Academic Year 2015-2016

Meeting -4

15-07-2015.

All the IQAC Committee members met in the Principal's chamber and discussed the following matter as mentioned below.

## Agenda:-

1. Academic Calendar
2. Foundation Courses


*Final*  
15/07/2015  
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## Resolutions:-

1. The chair has instructed the staff members to prepare the institutional calendar and individual calendar for the current Academic year 2015-16

2. As per the CBCS foundation courses prescribed for the first semester of I year are explained to the students

S.NO	Name of the functionary	Designation	Signature
1.	Dr. C. P. Lakshmi Prasanna	IQAC Co-ordinator	CPLakshmiPrasa
2.	Sri M.R.C. Mohan Rao	member Cum Admn	M.R.C.
3.	Sri Srinivas Ganapa	"	
4.	Dr. Y. Kalyan Kumar	"	
5.	Sri. P. Murthydaya Achari	"	
6.	S. Fazlaer Rahman	"	
7.	Dr. P. vijayakumar	Teaching faculty	
8.	S. Sri Lakshmi	"	
9.	Sri B. Sanjeeva	"	
10.	Smt K. Nalini Das	"	K.NaliniDas
11.	Sri. S. Naresha	"	
12.	Sri. A. Venkata Swamy	"	A.V. Swamy
13.	Dr. U. Sankar	"	
14.	Smt. K. J. Vijaya Lakshmi		K.J. Vijaya Lakshmi
15.	Sri T. Mahabharath	Philanthropist	T.M.B.
16.	Sri M. Raja Ravi Shankar	Alumni	
17.	Kum. D. Sateema	B.com - III	
18.	Sri Tituru.	B.A.	

  
 15/07/2015  
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# Academic Year 2015-2016

Meeting - 5 At 10.09.2015  
The IQAC Committee has been reconstituted comprising the following members due to General transfers of the Lecturers as per the Directives of Principal.

Agenda:- ~~Re~~ Reconstitution of ~~NAAC~~ IQAC

Chairperson:- Dr. K.D.L. JOB PAUL

IQAC Co-ordinator:- Sri. J. Murakidhar *J.P.*

Members

From the Administration.

1. M.R.C. Mohanrao - Vice Principal. *M.R.C.*
2. Sri. P. Hussain Basha - Exam incharge. *P.H.B.*
3. Dr. Y. Kalyankumar - Lect in physical Edn *Y.K.*
4. G. v. Ranga Reddy - Lect in Botany *G.V.R.*
5. Sri Fazlur Rahman - Typist.

From the Teaching faculty

1. Sri V. Sreedhar - Lect in Telugu *V.S.*
2. Sri M. Krishna Reddy - Lect in Mathematics *M.K.R.*
3. Sri G. Srinivas - Lect in chemistry *G.S.*
4. Sri P. Thirupathai - Lect in Commerce. *P.T.*
5. Sri A. Venkata Swamy - Lect in History *A.V.S.*
6. Sri T. Madhava - Lect in Economics - *M.H.*
7. Sri G. Krishna - Lect in Zoology *G.K.*
8. Srinathi T. Sunitha - Lect in Maths. *S.T.S.*

From the society:-

1. Sri T. Mahusabeb - Philantropist
2. Sri K. Abeer Vada Rao - Rtd Principal.

From the students:-

- 1.
2. Titem B.A
3. D. Saleema B.Com

*Job Paul*  
10/09/2015  
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Meeting - 6

Dec. 10.12.2015

All the IQAC Committee members met in the principals chamber and discussed the following matters as mentioned below.

Agenda:-

1. Review of Semester Results.
2. Foundation Courses.

Resolutions:-

1) It is advised to all the members of Teaching faculty to analyse the Semester Results and take the necessary measures to prepare the Marks Registers.

2) As per the CBCS system foundation courses prescribed for II semester are explained to the students.

*[Signature]*  
10/12/2015  
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SNO	Name of the functionary	Designation	Signature
1.	J. Muralidhar	Lect in physics.	J. Muralidhar
2	M.R.C. Mohan Rao	Lect in English.	M.R.C. Mohan Rao
3	P. Hussain Basha	Lect in Commerce	P. Hussain Basha
4	Dr. Y. Kalyan Kumar	Lect in Physical Edu	Dr. Y. Kalyan Kumar
5	G.V. Ranga Reddy	Lect in Botany	G.V. Ranga Reddy
6	Fazkur Rahman	Typist	Fazkur Rahman
7.	V. V. Sridhar	Lect in Telugu	V. V. Sridhar
8	M. Krishna Reddy	Lect in Mathematics	M. Krishna Reddy
9	G. Srinivas	Lect in Chemistry	G. Srinivas
10	P. Terupattaiiah	Lect in Commerce	P. Terupattaiiah
11	A. Venkata Swamy	Lect in History	A. Venkata Swamy
12.	T. Madanna	Lect in Economics	T. Madanna
13	G. Krishna	Lect in Zoology	G. Krishna
14	Smt. T. Sunitha	Lect in Mathematics	Smt. T. Sunitha
15	J. Mahu Sahab	Philanthropist.	J. Mahu Sahab
16	S. Prapullatha Kumari	Lect in Library infor.	S. Prapullatha Kumari
17.	M. Raja Ravi Shankar	Alumni sci.	M. Raja Ravi Shankar
18.	Sri T. Fetaru	B.A	Sri T. Fetaru
19.	Kum D. Saleema	B.Com	Kum D. Saleema

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# Academic Year 2015-2016

Meeting - 7 At 06-02-2016  
All the IQAC members met in the  
principal's chamber and discussed the following  
matters as mentioned below.

## Agenda:-

- 1) Review of S.
- 1) Stock Verification.
- 2) Academic Audit
- 3) API Score.

  
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## Resolutions:-

- 1) Committees have been formed to verify the stock and other records. Hence all the concerned are requested to ready for the stock verification.
- 2) It is advised to all the members of teaching faculty to update all the relevant records to submit the Academic Audit Authority as Academic Audit is tentatively scheduled by the CCE for the Academic yr 2015-16. They are also requested to download and fill the format meant for Lecturers supplied by CCE.
- 3) All the staff members are instructed to prepare the APF score sheet supplied by CCE.



SNo	Name of the functionary	Designation	Signature
1.	J. Murakidhar	Lect in physics	
2	MRC Mohan Rao	Lect in English	
3	P. Hussain Bashe	Lect in Commerce	
4	Dr. Y. Kalyan Kumar	Lect in physical Edn	
5	G. S. Ranga Reddy	Lect in BOTANY	
6.	Fazhur Rahman	Typist	
7	V. V. Sreedhar	Lect in Telugu	
8	M. Krishna Reddy	Lect in Mathematics	
9	G. Srinivas	Lect in Chemistry	
10.	P. Thirupathaiiah	Lect in Commerce	
11	A. Venkata Swamy	Lect in History	
12	T. Madanna	Lect in Economics	
13	G. Krishna	Lect in Zoology	
14	Smt. T. Sumitha	Lect in Mathematics	
15	T. Mahu Sahab	philontropist.	
16	S. Prapullakha Kumari	Lect in Library & Info. sci	
17.	Kum. D. Saleema.	B.Com	
18.	Sri Tistaru	B.A.	

~~Principal~~  
15/12/2015  
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