

Resolution 01/2022-23

Date - 02-08-2022

An IQAC meeting was convened on 02-08-2022 at 5:00 PM to discuss and analyze the following issues.

Agenda :-

1. The status of NAAC Assessment process.
2. The Student Satisfaction Survey and Feedback on Curriculum for the year 2021-22
3. Result analysis review for III semester.
4. Status of short-term Internship
5. CIA Review.

Discussion and Resolution :

1. The current status of the NAAC Assessment process was discussed, with a focus on the progress made in preparing the Self-Study Report (SSR) based on the completed AQAR 20-21
2. The findings of the Student Satisfaction Survey and Feedback on Curriculum for the year 2021-22 were thoroughly discussed and analyzed, aiming to identify areas for improvement and gather insights for enhancing the curriculum.
3. An in-depth review of the results for the III semester was conducted, involving discussions on the performance trends, identifying strengths, weakness, and proposing measures for improvement.

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4. The status of the ensuing short-term internships was discussed and is resolved to finalize the industries
5. A comprehensive review of the Continuous Internal Assessment (CIA) process was carried out, focusing on its effectiveness, fairness, and overall implementation. Suggestions were put forth to enhance the existing system and ensure its smooth functioning.

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Resolution - 02/2022-23

Date: 06-09-2022

A meeting of the Internal Quality Assurance Cell (IQAC) was convened on 06-09-2022 at 5:00 PM in the seminar hall. The meeting was attended by the teaching staff members to discuss and address the following issues as outlined.

Agenda:

1. The Status of NAAC Assessment process
2. Review on Academic Audit Report
3. CIA Review for II and IV Semester
4. Status of short-term Internship
5. Bridge Course planning
6. Ward Counseling
7. Coverage of syllabus for II and IV Semester

Discussions and Resolutions:

1. The IQAC Committee provided updates on the progress made in the preparation of A&AR 21-22 and resolved to finalize it by December-22.
2. It was noted that all necessary data and information is being compiled for the NAAC Assessment process.
3. The Academic Audit Report was thoroughly discussed and analyzed by the teaching staff.
4. The finding and recommendations provided in the report were considered and measures for improvement were identified.

5. It was resolved that the recommendations from the Academic Audit Report would be implemented to enhance the academic quality of the institution.
6. The teaching staff conducted a comprehensive review of the Continuous Internal Assessment (CIA) system for the II and IV semesters.
7. The teaching staff provided updates on the preparation for short-term internships.
8. The challenges faced, and measures taken to enhance the internship program were discussed.
9. The planning for the Bridge Course was discussed aiming to design and implement a comprehensive program to bridge any knowledge gaps among the students.
10. The teaching staff exchange ideas and proposed strategies to ensure the effectiveness of the Bridge Course.
11. It was resolved to finalize the Bridge Course plan and initiate its implementation accordingly.
12. The importance of ward counseling was emphasized, focusing on providing guidance and support to the students regarding their academic progress and overall well-being.
13. Strategies for effective ward counseling were discussed, and the teaching staff committed to providing necessary guidance and assistance to the guardians.

14. The teaching staff reviewed the coverage of the syllabus for the II and IV semesters.
15. It was ensured that the syllabus is being taught effectively, and timely progress is being made in accordance with the academic calendar.
16. It was resolved to closely monitor the syllabus coverage and take necessary steps to ensure its completion within the scheduled timeframe.

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| 13) A. Ramana Babu | |
| 14) G. Mani Kumar | |
| 15) D. Anupama | |
| 16) M. Jagadeesh | |

Resolution 05/2022-23

Date : 06-12-2022.

A meeting of the Internal Quality Assurance Cell (AQAC) was held on 06-12-2022 at 5.00 pm in the seminar hall. The teaching staff members were present to discuss and address the following issues.

Agenda:

- i) The Status of AQAR 2021-22.
- ii) Student Grievance App
- iii) Status of Six Months Internship for Arts and Commerce Stream.

Resolutions:

- I. The teaching staff shared updates on the completion of the AQAR 21-22, specifically focusing on the preparation of the Self-Study Report (SSR). AQAR for the year 2021-22 was completed on 03-12-2022.
- II. It was resolved to ensure the timely completion and submission of the SSR in accordance with the prescribed guidelines.
- III. The introduction of a student's Grievance App was discussed.
- IV. The teaching staff exchanged ideas and opinions on the implementation of the app to address student grievances effectively.
- V. The teaching staff provided updates on the status of the six months internship program for the Arts

and commerce stream students.

- VI. The progress made in arranging internships and ensuring a valuable learning experience for the students was discussed.
- VII. It was resolved to continue monitoring the progress of the internship program, addressing any issues or concerns, and providing necessary support to the students.

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Date: 23-01-2023.

A meeting of the Internal Quality Assurance Cell (IQAC) was convened on 19-01-2023 at 5.00 pm in the seminar hall. The teaching staff members attended the meeting to discuss and address the following issues as outlined in Circular 6/2022-23 dated 23.01.2023.

Agenda:

- i) Submission of IQAA
- ii) Review on CIA for I, III and V semesters.
- iii) Coverage of Syllabus
- iv) Six Months Internship for Arts and Commerce Stream
- v) Result Analysis Review for I semester.

Resolutions:

- I. The teaching staff discussed the need for timely submission of the Institutional Information for Quality Assessment (IIQA) report.
- II. The requirements and guidelines for preparing the IIQA report were reviewed and clarifications were provided.
- III. It was resolved that the teaching staff would work collectively to complete and submit the IIQA report within the stipulated timeframe.
- IV. A comprehensive review of the Continuous Internal Assessment (CIA) system for the I, III and V was conducted.

- V. The teaching staff discussed the progress made in the coverage of the syllabus for various semesters.
- VI. The extent to which the syllabus has been completed and any challenges faced were reviewed.
- VII. It was resolved to closely monitor the coverage of the syllabus and take appropriate ~~measures~~ measures to ensure timely completion.
- VIII. Updates on the six months internship program for the Arts and Commerce stream were provided by the teaching staff.
- IX. The progress in arranging internships and the overall ~~learning~~ learning experience for the students were discussed.
- X. It was resolved to continue supporting and monitoring the internship program, addressing any issues or concerns that may arise.
- XI. The teaching staff conducted a detailed analysis of the results for the I semester.
- XII. The performance of the students was assessed and areas of strength and improvement were identified.
- XIII. It was resolved to take necessary actions to address any concerns and provide support to the students as required.

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Resolution 07/2022-23

Date: 16-02-2023

A meeting of the Internal Quality Assurance Cell (IQAC) 16.02.2023 at 5.00 pm in the Seminar hall. The teaching staff members attended the meeting to discuss and address the following issues.

Agenda:

- i) Status of IIRA
- ii) preparation of SSR
- iii) Coverage of Syllabus for I, III, and V semesters
- iv) TWO Months Internship Reports for V semester.
- v) Six Months Internship for B.A and B. Com V semester students

Discussions and Resolutions

- I. The teaching staff discussed the progress made in the preparation of the Institutional Information for Quality Assessment (IIQA) report.
- II. Updates on the Completion of different sections of the report were provided, including the necessary data collection and documentation.
- III. It was resolved to expedite the completion of the IIQA report and ensure its submission within the specified timeframe.
- IV. The teaching staff reviewed the progress in the preparation of the Self-Study Report (SSR) for the upcoming assessment process.
- V. The status of data compilation, analysis, and documentation required for the SSR was discussed.

- vi It was resolved to allocate necessary resources and collaborate to ensure the timely completion of the SSR.
- vii. The teaching staff provided updates on the coverage of the Syllabus for the I, III and V Semesters.
- viii The extent to which the Syllabus has been covered and any challenges faced were reviewed.
- ix It was resolved to prioritize the completion of the remaining syllabus and make necessary adjustments to ensure a comprehensive coverage.
- x The teaching staff discussed the submission and evaluation of the Two Months Internship Reports for the V Semester Students.
- xi The assessment criteria and guidelines for evaluating the internship reports were reviewed.
- xii It was resolved to ensure the timely submission and evaluation of the internship reports to provide valuable feedback to the Students.
- xiii The teaching staff provided updates on the six months internship program for the B.A and B.Com V Semester Students.
- xiv The progress made in arranging internships and the overall learning experience for the Students were discussed.
- xv It was resolved to continue supporting and monitoring the internship program, addressing any issues or concerns that may arise.

- VI It was resolved to allocate necessary resources and collaborate to ensure the timely completion of the SSR.
- VII. The teaching staff provided updates on the coverage of the Syllabus for the I, III and V Semesters.
- VIII The extent to which the Syllabus has been covered and any challenges faced were reviewed.
- IX It was resolved to prioritize the completion of the remaining syllabus and make necessary adjustments to ensure a comprehensive coverage.
- X The teaching staff discussed the submission and evaluation of the Two Months Internship Reports for the V Semester Students.
- XI The assessment criteria and guidelines for evaluating the internship reports were reviewed.
- XII It was resolved to ensure the timely submission and evaluation of the internship reports to provide valuable feedback to the Students.
- XIII The teaching staff provided updates on the six months internship program for the B.A and B.Com V Semester Students.
- XIV The progress made in arranging internships and the overall learning experience for the Students were discussed.
- XV It was resolved to continue supporting and monitoring the internship program, addressing any issues or concerns that may arise.

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Resolution 08/2022-23

Date: 22-03-2023

A meeting of the Internal Quality Assurance Cell (IQAC) was held on 22-03-2023 at 5.00PM in the Seminar hall. The teaching staff members attended the meeting to discuss and address the following issues.

Agenda:

- i) Status of SSR
- ii) CIA Register
- iii) Allotment of 2 Months Internship for B.Sc V Semester Students
- iv) Reports on Two Months Internship for B.Sc V Semester Students

Discussions and Resolutions:

- (i) The teaching staff provided updates on the progress made in the preparation of the Self-Study Report (SSR) for the upcoming assessment process.
- (ii) The status of data compilation, analysis, and documentation required for the SSR was reviewed.
- (iii) It was resolved to ensure the timely completion and submission of the SSR, adhering to the guidelines and requirements specified.
- (iv). The teaching staff discussed the maintenance and management of the Continuous Internal Assessment (CIA) register.

v. The importance of accurate and updated records of CIA Register scores and assessments was emphasized.

vi. It was resolved to maintain a systematic and updated CIA Register, ensuring transparency and fairness in the assessment process.

vii. The teaching staff reviewed the process of allotting six months internship for the B.Sc V Semester Students.

viii. The progress made in arranging internships and ensuring suitable placements for the B.Sc Students were discussed.

ix. It was resolved to ensure appropriate internships are allotted to each student, considering their respective specialization and career goals.

x. The teaching staff discussed the requirement for reports on the six months internships completed by the B.A, B.com V Semester Students.

xi. The evaluation criteria and guidelines for assessing the internship reports were reviewed.




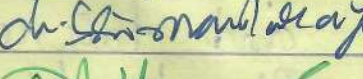

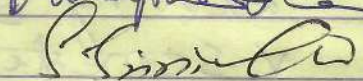

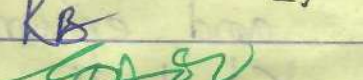



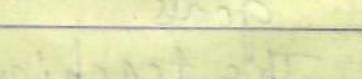
xii. It was resolved to provide clear instructions to the students regarding the format and submission of the internship reports, and to evaluate them in a timely manner.

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Resolution 09/2022-23

Date: 07-05-2023.

A meeting of the Internal Quality Assurance Cell (IQAC) was conducted on 07-05-2023 at 5.00 pm in the seminar hall. The teaching staff members attended the meeting to discuss and address the following issues.

Agenda:

- i) Status of SSR
- ii) Result Analysis Review for I, III and V Semester.
- iii) Review on Six Months Internship for B.Sc students.

Resolutions:

- I, The teaching staff provided updates on the progress of the Self-Study Report (SSR) preparation for the upcoming assessment process.
- II, The status of data collection, analysis and documentation required for the SSR was discussed.
- III, It was resolved to ensure the timely completion and submission of the SSR, adhering to the specified guidelines and requirements.
- IV, The teaching staff conducted a comprehensive review of the results for the I, III and V semester examinations.
- V, The performance of the students in various subjects was analyzed and areas of strength and improvement were identified.
- VI, It was resolved to take necessary actions to address any concerns and provide support to the students as

required, aiming to enhance their academic ~~consideration~~ ~~were~~ ~~concentrated~~ performance.

VII. The teaching staff discussed the implementation and outcomes of the six months internship program for B.Sc students.

VIII. The overall experience of the students during their internships and the relevance of the practical learning to their academic curriculum were evaluated.

IX. It was resolved to continue monitoring the effectiveness of ~~was~~ the internship program and make necessary adjustments to ensure its educational value.

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Resolution 10/2022-23

Date: 07-06-2023

A meeting of the Internal Quality Assurance Cell (IQAC) was convened on 07-06-2023 at 3:00 pm in the Seminar hall. The teaching staff members attended the meeting to discuss and address the following issues as outlined in Circular 01/2023-24 dated 07-06-2023.

Agenda:

- i) Discuss about various important days to be observed in this year and activities to be conducted for each day. Faculty is requested to suggest at least three activities for each day which include two Extra-Curricular events (one sport, one Cultural / Essay / writing / Elocution / poster presentation / Quiz, etc....) and one Extension activity.
- ii) Plan Certificate Courses to be offered by each department. Each Faculty is requested to conduct at least one certificate course. Please come with tentative dates for the conduction of certificate courses.
- iii) Plan workshop, Seminars, Conferences, and FDP's to be organized in this year. Each department is requested to plan for at least one of these activities and come with tentative dates.
- iv) Discuss journal and book publications.
- v) Plan Field Trips / Study Tours. Each department is requested to come with at least one Field Trip.

Resolutions:

- I. The teaching staff shared their suggestions for activities to be conducted on various important days throughout the year.
- II. The focus was on organizing two extra-curricular events (one sport and one Cultural/ Essay/ Writing/ Elocution/ poster Presentation/ Quiz, etc..) and one Extension activity for each day.
- III. It was resolved to compile the suggested activities and create a comprehensive plan for their implementation, ensuring a diverse range of engaging events for the students.
- IV. The teaching staff discussed the certificate courses to be offered by each department.
- V. Each faculty member was requested to conduct at least one Certificate Course and provide tentative dates for their conduction.
- VI. It was resolved to compile the proposed Certificate Courses and finalize the schedule for their implementation.
- VII. The teaching staff discussed the organization of workshop, Seminars, Conferences, and faculty Development Programs (FDPs) for the year.
- VIII. Each department was requested to plan for at least one of these activities and present tentative dates.
- IX. It was resolved to collate the proposed activities and dates to develop a comprehensive plan for professional development and knowledge-sharing.

events.

- X. The teaching staff discussed opportunities for journal and book publications.
- XI. The importance of research and scholarly contributions was emphasized.
- XII. It was resolved to encourage faculty members to engage in research and explore avenues for publications, promoting the dissemination of knowledge.
- XIII. Each department was requested to propose at least one Field Trip or Study Tour.
- XIV. The aim was to provide students with practical exposure and experiential learning opportunities.
- XV. It was resolved to review the proposed Field Trips / Study Tours and finalize the schedule to ensure their effective implementation.

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Resolution 11/2022-23

Date: 18-06-2023

A meeting of the Internal Quality Assurance Cell (IQAC) was convened on 18-06-2023 at 4.00 in the JKC Lab. The members of the IQAC gathered to discuss the following issues as outlined in circular 02/2023 dated 18-06-2023.

Agenda:

1. Status of NAAC Assessment process.
2. Review on six months Internship for B.Sc students.
3. Discuss on student registration in APSCH ELM.

Resolutions:

- 1) The teaching staff provided updates on the progress of the NAAC Assessment process. The necessary documentation and preparations for the assessment were discussed. It was resolved to ensure that all requirements and timelines set by the NAAC are met, and the assessment process proceeds smoothly.
- 2) The teaching staff conducted a comprehensive review of the six months Internship program for B.Sc students. The feedback received from the students and their experiences during the internship were discussed. It was resolved to analyze the strengths and weaknesses of the internship program and make necessary improvements to enhance

its effectiveness.

- 3) The teaching staff discussed the process of student registration in the APSCHE LMS [Andhra Pradesh State Council of Higher Education Learning Management System].

The importance of accurate and timely registration was emphasized to ensure proper documentation and student records.

It was resolved to provide necessary guidance and support to students for their registration in the APSCHE LMS.

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P. Sita Phaniendra

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Resolution 12/2022-23

Date: 26-06-2023

A meeting of the Internal Quality Assurance Cell [IQAC] was convened on 26-06-2023 at 4:00 PM in the JKC Lab. The members of the IQAC gathered to discuss the following issues.

Agenda:

1. Discuss on the status of NAAC Assessment process.
2. Inform on updated Event Report format.
3. Discuss on the proposed new Assessment model by UGC.
4. Discuss on Learning Improvement programme to be implemented as part of CSP / Short-term Internship.
5. Discuss on student registration in APSCHE LMS.
6. Discuss on the activities to be conducted in the Month of July. 2023.

Resolutions:

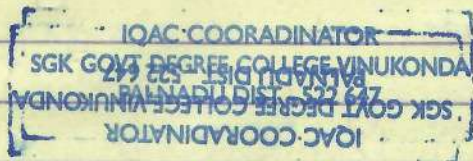
1. The IQAC Coordinator updated on the progress of the NAAC Assessment process.
2. It is resolved to extend support to IQAC in completion of Data Verification and Validation [DVV].
3. The teaching staff discussed the proposed new assessment model to be introduced by the University Grants Commission [UGC].
4. The implications of the new model and its potential impact on the assessment and

evaluation practices were deliberated.

5. It was resolved to study the proposed model in detail and analyze its suitability for the institution, taking into consideration the academic requirements and standards.
6. The teaching staff discussed the implementation of a Learning Improvement programme as part of the CSP (Comprehensive Study Program) or Short-term Internship.
7. The objectives and strategies for enhancing learning outcomes and experiences during the CSP or Short-term Internship were examined.
8. The teaching staff discussed the process of student registration in the APSCHELMS (Andhra Pradesh State Council of Higher Education Learning Management System).
9. The importance of timely and accurate registration was emphasized to ensure proper documentation and student records.
10. It was resolved to provide necessary guidance and support to students for their registration in the APSCHELMS.
11. The teaching staff shared their suggestions and ideas for activities to be conducted in the month of July-2023.
12. The focus was on organizing academic, co-curricular, and extracurricular activities that enhance the learning experience and promote student engagement.

13. It was resolved to compile the suggested activities and create a comprehensive plan for their implementation.

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A. Rama Babu

M. Jagadeesh

Mrs. N. VASANTHI

D.S. Devar

D. Siva Phanindra.

B. R. K. KISHORE

Dr. Srinivasarao

VB

M. Purnaiah

R. Nageswara Rao.

K. Rao

G. Manikuntal

S. Srinivasarao

Ch. Pijaya

RB

M. Jagadeesh

Mrs. N. VASANTHI

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D. Siva Phanindra.

B. R. K. KISHORE

Resolution 13/2022-23

Date: 26.07.2023.

A meeting of the Internal Quality Assurance Cell (IQAC) was convened on 26.07.2023 at 4.00 pm in the JKC Lab. The members of the IQAC gathered to discuss the following issues.

Agenda:

- i) Fixation of Dates for NAAC peer team visit.
- ii) Identifying hotel for Accomodation of the visiting NAAC peer Team.
- iii) Maintenance of the Records.
- iv) Granting OD to the faculty member visiting other NAAC Accredited Colleges
- v) Organising Cultural Programmes during the peer team visit.
- vi) Policies for Webinars and Conferences Financial Assistance.

Resolutions & Discussions:

- i) It is unanimously resolved to fix the NAAC peer team visit dates on 6th & 7th of September, 26th & 27th of September & 12th & 13th of October.
- ii) The ITC Grand Hotel, Hotel Annapurna De Royal and the Capital Hotel in Gunture are decided to be Suggested for the Accommodation of the NAAC peer team.

- iii) It is resolved to arrange required records in the manner that facilitates NAAC peer team verification.
- iv) Faculty are permitted visit other colleges that underwent NAAC Assessment to get firsthand experience on OD.
- v) Cultural Programs must be organized effectively by the cultural Committee during NAAC visit.
- vi) For international webinars / conferences, the college will cover the subscription cost of video conference software and provide a maximum amount of Rs. 10000 as financial assistance to cover expenses related to resource persons as speaker honorarium @ Rs 1000 per each resource person.
- vii) For faculty members attending Seminars, FDPs, workshops and Conferences, the college will provide financial assistance not exceeding Rs. 1000 as part of Registration fee, Travel Allowance (TA) and Dearness Allowance (DA). The amount will be reimbursed upon submission of valid receipts.

K.V.S. Koteswari

IQAC COORDINATOR
SGK GOVT DEGREE COLLEGE, VINUKONDA
PALNADU DIST - 522 647

K. S. N. S.

PRINCIPAL
SGK GOVT DEGREE COLLEGE
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Name

D. Mahapandira
Mrs. N. VASANTHI
G. Anjali

Signature

D. Mahapandira
D.V. L.
G. Anjali

Ch. Hanu Babu

K.S. Kavitha

K. Koteswara Rao

A. Ramana Babu

Ch. Vijaya Kalpa

Dr. CH. SRIMANNIPRAYANA

Dr. G. Swarna Lakshmi

S. Srinivasarao

M. Purna Prithvi

G. Mani Kumar

S. Nagasambh

M. Jagadeesh

V. Balu Yasa

Ch. Hanu Babu

P.S. Prasad

K.R.

Ch.

Ch.

Dr. Srinanarayana

S.

P. Srinivas

M. Purna Prithvi

G. Mani Kumar

S. Nagasambh

M. Jagadeesh

V. Balu Yasa