GOVERNMENT COLLEGE (AUTONOMOUS)
RAJAHMUNDRY
INTERNAL QUALITY ASSURANCE CELL

ACTION TAKEN REPORT 2019-20

IQAC MEETINGs, Dated 5-6-2019, 9-9-2019, 2-12-2019, 11-2-2020 and 3-3-2020

IQAC ensures institutionalization of Quality in the staff council where the IQAC put forths the resolution resolved in its meeting in the **Staff Council** (SC) consisting of all Departments head, Committee coordinators, Academic Cell, Placement Cell, Career Guidance Cell, various student support cells, Office administrative officer, executive incharge Vice Principal under the chairmanship of Principal Dr. R. David Kumar to reach consensus to bring in to action by the concerned departments and support wings functioning in the college. The following items were approved and resolved for action by the council among others in the meetings convened on dates mentioned against

Staff Council Meeting (SCM) dated 17-06-2019

1. Induction Program for all freshers' by departments and support services for one week.
2. Workload (without Foundation Courses) for the academic year 2019-20 and engage guest faculty accordingly.
3. Department level meetings every month and maintain the minutes of the meeting
4. Finalize the Timetable for all the 43 programs by committee constituted for the purpose.
5. Events such as workshops/seminars/Guest Lectures/Fieldworks should be planned for July & August. The Specialized departments are requested to focus on the events.
6. All the departments should prepare program wise syllabus book for the distribution among the students.
7. Calculate the CO-PO mapping for 2016-19 batch students by the end of June 2019.
8. Plantation of Trees to promote green cover in the campus.
9. Initiate Autonomy extension works immediately and go for autonomy committee

visit in the month of December 2019.

10. Research Coordinator should organize a meeting with Doctoral degree Holders immediately and encourage them to carryout research.

SCM dated 20-6-2019

11. One hour of NET Coaching should be included in the general timetable of PG programs.

SCM dated 20 -7-2020:

12. Teaching faculty to collect the attendance in every class and same should be posted in the Central Attendance Register by 1st or 2nd of every month (**Action: All HoDs and Coordinators of Central Attendance Registers**)

13. Extend the drinking water taps up to Gurukulam-2 from the existing place close to RO Plant as it is becoming soiled when all the students are using during lunch time. The expenditure may be met from internal resources such as CPDC /SF/Restructured funds of the College (**Action: Administrative Officer**)

14. Lay internal roads with green covers particularly to provide connectivity to the newly built classrooms in front of Budha Bhavan. The expenditure for laying the roads may be met from internal resources of the College (**Action: Administrative Officer**)   .

15. Procure 62.5 KV generators (2 Nos) to be placed one each in Science Block and Budha Bhavan. The expenditure may be met from Internal Resources of the College (**Action: Administrative Officer**)

SCM dated 3-8-2019

16. To   participate in the Atal Ranking of Institutions on Innovation Achievements (ARIIA) and all the departments are requested to provide the data required by the team concerned (**Action: D. Suneel Kumar, ARIIA Coordinator**)

17. All   science departments should properly maintain the labs.

SCM dated 18-9-2019

18. Submit Syllabus completion reports to the IQAC/Academic Cell.

SCM dated 2-10-2019

19. The Academic Cell should prepare a Detailed Project Report (DPR) for RUSA 2.0 (Component 8) and expenditure for preparation of the DPR may be met from internal

resources of the institution such as Restructures/Self Finance/CPDC and any other resources (**Action: Academic Cell: Dr. M.R. Goutham & Mr. D. Suneel Kumar)**

SCM 14-10-2019

20. To organize a national conference on **Soft Computing** jointly by Mathematics, Statistics and Computer Science departments.

SCM dated 17-10-2019

21. Conduct departmental academic review meetings from 22 October 2019. The Chairman and Principal informed that the review meetings would commence from Commerce department (**Action: IQAC & Academic Cell)**.

SCM dated 27-11-2019

22. To conduct

    a. Remedial Coaching and Foundation courses to the I year
    b. Certificate Courses for II year
    c. Skill training to the III year students.

SCM dated 28-12-2019

23. 6th and 7th January 2020, NAAC Peer Team Re-visit preparation at all departments and college campus.

24. Construct a Power Room for newly established 100KV transformer in front of the Budha Bhawan. The expenditure for the same may be met from internal resources of the College.

25. Approve the lying of underground cables from the Power Room that proposed in the preceding point to the a) PG Block (Budha Bhawan) and to b) Science Block. The expenditure for the same may be met from internal resources of the College.

SCM dated 28-01-2020

26. Approve and carryout following events in the college for the month of February 2020 as submitted by the departments concerned.

27. Departments should encourage students to submit Study Projects (not more than 30 pages) to instil research attitude in them.

28. Departments should encourage the students to attend the mega job mela in association with APSSDC, conducted by the college on 17 & 18 Feb.

29. To prepare and print College Calendar for the year 2020 by the end of January 2020

SCM dated 12-2-2020

30. Approve the committees constituted by IQAC 1) Curriculum Development & Approval Committee (ICDAC) and Program Curriculum Review & Development Committee   (PCRDC) for UG & PG Programs for upgrading the curriculum with recent advancements.

31. Introduce some new programs in single major system such as B.A., (Economics), B.Sc. (Horticulture).

32. Introduce integrated programs if possible in future.

*****The End****