

**PVKN. Govt. College(A), Chittoor**  
**IQAC Report – 2019-20**

AGENDA

**MINUTES OF INTERNAL QUALITY AND ASSURANCE CELL [IQAC]**  
**MEETING – I – 03-06-2019 @ 11.00 am**

1. Chair Person : Dr. G. Ananda Reddy, Principal
2. Academician / Alumni : Prof. W. Rajendra, Former Vice-Chancellor, S.V. University, Tirupati.
3. Educationist / Management : Dr. A. Madhusudhana Rao, Reader in Botany, UGC Member & IQAC Coordinator, Jawahar Bharathi Degree College, Kavali.
4. Employer / Industrialist / Stakeholders : Sri K. Sivamohan Reddy, Managing Director, Naturo Food and Fruit Products Pvt. Ltd., Chittoor
5. External Member : Dr. J. Karthikeyan, Department of English, Vellore Institute of Technology, Vellore

**Staff members**

1. Dr. S.V. Ramesh Kumar, Academic Coordinator
  2. Dr. Mohano Behara, UGC Coordinator
  3. Dr. C. Meera Saheb, Estate Manager
  4. Dr. S. Selvam, Planning and Development
  5. Dr. L. Md. Bhakshu, Planning and Development
  6. Dr. V. Masulamani, Computer Centre
  7. Dr. Y. Rajasekhar, Lecturer in Commerce
  8. Dr. P. Sujana, Autonomous Coordinator
  9. Dr. K. Ushasri, Lecturer in Microbiology
  10. Dr. A. Sasikala, Lecturer in Botany
  11. Sri B. Ramesh Chandra Babu, Lecturer in Mathematics
  12. Dr. T. Gangaram, Lecturer in Statistics
  13. Dr. Shaik Benazeer, Lecturer in Hindi
  14. Dr. T. Hari Babu, Lecturer in Chemistry
  15. Sri M. Ismail, Lecturer in Computer Science
  16. Sri M. Samuel John, Lecturer in Computer
  17. Dr. R. Krishnaveni, Lecturer in Physical Education
  18. Sri P. Ravi, Lecturer in Library Science
6. Coordinator : Dr. T. Malathi Gabriel



## AGENDA

1. Previous meeting's minutes – Action Taken – Outcome
2. Core-Values – Curricular Aspects Key Indicators, Quality Indicators – Choice Based Credit System – Board of Studies Members - Certificate Courses, Diploma Courses, Industry Academic Introduction – Feedback system
3. Teaching, Learning and Evaluation – Student Enrollment – Student Diversity – Teacher Profile and Quality – Evaluation process and reforms – Learning outcomes - +Result Analysis – ICT Based Teaching, E-module
4. Research Innovations and Extension – Resource mobilization – Research projects – Eco-system – Research publications- Collaborations
5. Infrastructure and Learning Resources – Digitalization of Library – Physical facilities – ICT facility – Maintenance
6. Student Support Progression – - Student participation and activities - Placement, trainings, drives
7. Governance, Leadership and Management – Institutional vision and leadership – faculty empowerment strategies – IQAC - Website updation – e-office – e-pragathi
8. Institutional values and Best Practices – Community involvement programmes – Environmental Consciousness – Waste management – Rain Water harvesting – Eco friendly activities – Differently abled friendliness measures – HVPE – Institutional Distinctiveness
9. Any other information

The Internal Quality Assurance Cell (IQAC) of P.V.K.N. Govt. College, Chittoor met in the IQAC Chamber on 09-06-2018 @ 10.00 am for the academic year 2018-19 and discussed certain activities and passed resolutions.

### Agenda – 1 :Previous meeting's minutes – Action Taken – Outcome

It is resolved to conduct 3 to 4 meetings every year to prepare action plan and to discuss the previous year results and minutes to enhance the quality of the output. The previous meeting's minutes were candidly discussed like the certificate or diploma courses which will benefit the industrial ties in the post NAAC scenario.

Dr. K. Sivamohan Reddy advised the members of the IQAC committee to develop the pre-requisite skills to impart education, he also reminisced his cherished memories, also paid homage to Lord Macauley who is the one who could be credited with imparting of English education. In the post-independence era, technical education gained an edge, as on



today technical education took a drastic change and it is receiving a set back; there is no dearth of doctors or engineers in the present India. However, knowledge is not the parameter, but placements are now-a-days. There is a dearth of good teachers in the society. He also felt that, when the institution is endowed with autonomy, the beneficiaries would be the students around. Alumni could be also contributing to the institution. He also reminisced the golden days of P.V.K.N. and hoped it would repeat again.

**Agenda 2 : Core-Values – Curricular Aspects Key Indicators, Quality Indicators – Choice Based Credit System – Board of Studies Members - Certificate Courses, Diploma Courses, Industry Academic Introduction – Feedback system**

Dr. A. MadhusudhanaRao, IQAC Coordinator of JawaharBharathi Degree College has advised the members to meet the necessities of the stakeholders, he also said that education is for livelihood and hence students focus on receiving such insights, hence they have to meet accountability, hence they have to follow the action plan, remedial plans to enhance quality education. Earlier, NAAC cycle was assessed for consecutive five years and presently annual assessment is in force confidentially, in this context quality enhancement becomes indispensable, planning and execution are the basements. This should be a continuous process. The seven criteria proforma format 34 indicators are the parameters for NAAC accreditation. Financial resources has to be located such as UGC, RUSA funds etc. The assessment is on national level. Members have to carry the glory of P.V.K.N., the saga has to be continued. He enlightened members with curriculum planning and enrichment for autonomous status. As per seven criteria proforma, certificate courses should be designed based on the demand of the places in autonomous status lecturers have to prepare curriculum with lots of care.

**Agenda 3 : Teaching, Learning and Evaluation – Student Enrollment – Student Diversity – Teacher Profile and Quality – Evaluation process and reforms – Learning outcomes - +Result Analysis – ICT Based Teaching, E-module**

Teaching learning and evaluation: 34 Key indicators are there in evaluation which enriches the knowledge of stake holders, it plays a vital role.

**Agenda 4: Research Innovations and Extension – Resource mobilization – Research projects – Eco-system – Research publications- Collaborations**

Research, Innovation and Extension is advised not only for faculty members, but also for students research outlook should also be inculcated among students. He should be able to perform basic research outlook for the benefit of students.

**Agenda 5: Infrastructure and Learning Resources – Digitalization of Library – Physical facilities – ICT facility – Maintenance**

Infrastructure is the base for the institution. The college has got advanced and sophisticated infrastructure; lecturers and students have to utilize it to the optimum level. It



plays an important role in getting autonomy. Getting autonomy is not an achievement, standing by it is the great task.

**Agenda 6: Student Support Progression – - Student participation and activities - Placement, trainings, drives**

Students stake holders feedback plays a key role – student support progression has to be maintained and their participation in activities and their placements are the real and crucial tasks for members.

**Agenda 7: Governance, Leadership and Management – Institutional vision and leadership – faculty empowerment strategies – IQAC - Website updation – e-office – e-pragathi**

Governance, leadership and management: Autonomous is endowed and executed with a collaborative work. Faculty should develop and govern leadership qualities. They should develop and empower their strengths, IQAC website has to be updated.

**Agenda 8: Institutional values and Best Practices – Community involvement programmes – Environmental Consciousness – Waste management – Rain Water harvesting – Eco friendly activities – Differently abled friendliness measures – HVPE – Institutional Distinctiveness**

Best practices like rain water harvesting, hand full of rice could be donated. College has to be a role model for students.

**Agenda 9: Any other information**

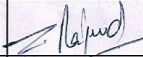
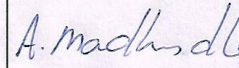
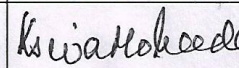
Members have to focus on enhancing results of students, there by enriching the quality of education. It is resolved to depute one staff member from every department to note the aspects done in the respective departments with adherence to the seven criteria proforma.



### ACTION TAKEN REPORT – MEETING – I

As per the recommendations of the IQAC External Committee resolutions were made and Action taken for the maintenance of the Quality Sustenance and Quality enhancement of the Institution for the benefit of the Student.

1. Periodical Internal IQAC Meetings were conducted every month and reviewed the activities as per the action plan.
2. New Certificate Courses such as Apiculture by the department of Zoology, Mushroom Cultivation by the department of Botany and Water Analysis by the department of chemistry, were introduced.
3. ICT enabled Teaching in Google Classroom, Blogs, YouTube, Virtual Classes, Digital Classes and MANATV Classes were taught.
4. Study Projects and Extension activities by faculty and students were made a continuous process.
5. Infrastructure and Learning resources, Digitization of Library and Physical Facilities maintenance was made functional from Time to Time with effective mechanism.
6. Student Support Performance was done by collecting feedback on curriculum and teachers performances by charting out an action plan by the IQAC Committee to maintain quality standards placements training by JKC, APPSDC skill based training were conducted.
7. Website was updated.
8. Best Practices were indentified and plan of action was prepared.
9. Faculty from each department was deputed to prepare records as per NAAC – VII Criteria.

S. No.	Name of the External Member	Designation	Signature
1	Prof. W. Rajendra Academician	Former, Vice-Chancellor, S.V. University, Tirupati	
2	Dr. A. Madhusudhana Rao Educationist	Reader in Botany & IQAC Coordinator, Jawahar Bharathi Degree College, Kavali	
3	Sri K. Sivamohan Reddy Industrialist	Managing Director, Naturo Food and Fruit Products Pvt. Ltd., Chittoor.	
4	Dr. J. Karthikeyan, External Member	Department of English, Vellore Institute of Technology, Vellore	