



P.B. SIDDHARTHA COLLEGE OF ARTS & SCIENCE

Siddhartha Nagar, Vijayawada – 520 010

Autonomous - Re-accredited at 'A' by the NAAC - ISO 9001 - 2015 Certified

College with Potential for Excellence-Phase-II (Awarded by the UGC)

Minutes of the meeting of IQAC Committee on 18-03-2019

The members of IQAC committee met on 18-03-2019.

Agenda of the meeting:

1. IQAC initiatives / activities in the academic year 2018-19 (Appraisal).
2. Review of activities conducted in 2018-'19 in line with AQAR submitted for the year 2017-18.
3. Action Taken Report on minutes of IQAC meeting held on 08-08-2018.
4. To introduce NCC course as one of the AEC courses from the academic year 2019-20 and onwards.
5. To prepare and issue syllabus book for every student.
Separate book for UG - Arts, UG - Sciences including Computer Applications, UG - Commerce (B.Com. and B.Com. CA), UG - Business Administration, AICTE approved PG programmes (MBA and MCA) and other PG programmes.
6. Academic Audit committee comments.
7. Revision of format of teaching diary.
8. Any other item with the permission of the Chair.

Members Present:

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| 1. Dr.M. Ramesh, Principal | Sd/- |
| 2. Dr.Rajesh C Jampala, Dean | Sd/- |
| 3. Prof.R. Siva Rama Prasad, ANU | Sd/- |
| 4. Dr.M. Raja Sreekanth, SQL Labs Pvt.Ltd., | Sd/- |
| 5. Prof.T.V. Prasad, Principal, GIET | Sd/- |
| 6. Sri Y.V. Krishna Mohan, Surya Engineering Works, Vja | Sd/- |
| 7. Sri S. Venkateswara Rao, Convenor of the college | Sd/- |
| 8. Sri V. Babu Rao, Director | Sd/- |
| 9. Sri A. Vithal Rao, Controller of Examinations | Sd/- |
| 10. Dr.M. Manoranjani, HOD, Chemistry & Vice-Principal | Sd/- |
| 11. Sri P. Babu Rao, Dy.HOD, Mathematics & Vice-Principal | Sd/- |
| 12. Dr.S.B. Rajendra Prasad, IQAC Coordinator | Sd/- |
| 13. Dr.T.N.V.S.S. Satya Dev, IQAC Co-coordinator | Sd/- |
| 14. Dr.J.L. Ram Prasad, IQAC Co-coordinator | Sd/- |
| 15. Dr.K. Bhargavi, HOD, Physics & Academic Officer | Sd/- |
| 16. Dr.V. Lakshmi Prasannam, HOD, Mathematics | Sd/- |
| 17. Sri Ch. Venkateswarlu, HOD, Zoology | Sd/- |
| 18. Dr.N. Srinivasa Rao, HOD, Physical Education | Sd/- |
| 19. Dr.Y. Vijayananda Raju, HOD, Telugu | Sd/- |
| 20. Dr.G. Srilatha, HOD, English | Sd/- |
| 21. Smt.M. Tasneem, Dy.HOD, Physics | Sd/- |

22. Dr. T.S. Ravi Kiran, HOD, Computer Science	Sd/-
23. Sri G. Chakravarthi, HOD, Statistics	Sd/-
24. Dr.Ch. Srinivasa Reddy, HOD, Botany	Sd/-
25. Sri K. Sridhar, Dy.HOD, Computer Science & Placement Officer	Sd/-
26. Sri KSV Sambasiva Rao, HOD, Electronics	Sd/-
27. Dr. M. Madhu, NCC	Sd/-
28. Sri P. Subhakar, NSS Programmer Officer	Sd//-
29. Ms.Gollapalli Pratyusha, 18114, I MBA	Sd/-
30. Mr. Manoj Kumar Jain, 170452, II BBA	Sd/-

Discussions:

Dr.M. Ramesh, Principal has welcomed the new IQAC committee. After self introduction of the members, Dr.S.B. Rajendra Prasad, Coordinator, IQAC, appraised the activities carried out in the institution in the current year 2018-19, action taken report on the previous resolutions of IQAC, action taken on the plans submitted in AQAR 2017-18 and IQAC initiatives taken up in this academic year.

Dr.T.V. Prasad, Principal, GIET, Rajahmundry has expressed to use high end softwares for vocational programme on 'Publishing & Printing'.

Mr.Y.V. Krishna Mohan, Surya Engineering Works, Vijayawada has recommended to start new programme having high employment potential. He also encourage to start Rotaract Club of Siddhartha comprising students from this college and sister institutions.

Sri V. Babu Rao, Director, P.B. Siddhartha College of Arts & Science and IQAC Coordinator, Dr.S.B. Rajendra Prasad jointly have requested the Management to incorporate integrated automation in office and examination section. Dr.T.V. Prasad has suggested to develop a software by constituting a data centre by deploying efficient software developers / programmers to reduce the financial burden in procuring private softwares. He also suggested that examination application software BEES may be useful which is popularly used by various institutions. As per the UGC guidelines, Dr.T.V. Prasad has mentioned that autonomous colleges can offer Ph.D. programmes on their own.

The external member Prof.R. Siva Rama Prasad, ANU and other members have suggested

1. to provide proper training for the non-teaching staff in fire fighting system apart from technological upgradation.
2. To maintain service book and appoint orders to file properly.

3. E-waste disposal certificate as part of environmental concern
4. E-content development
5. Best practices

Resolutions

It is unanimously resolved to

1. increase outreach programmes as a part of initiatives proposed by Unnath Bharat Abhiyan.
2. increase lab component with more than 10 experiments in all the programmes.
3. Introduce a paper on Communication Skills and Soft Skills in all UG & PG programmes.
4. introduce blended teaching in all the courses within two years.
5. extend online examination pattern for internal assessment through MCQ in majority of the programmes.
6. increase the installed capacity of non-conventional power (solar power) from 10KW to 100 KW.
7. introduce case study method for courses offered in B.Com., B.B.A. programmes.
8. dispose e-waste in line with law by collecting e-waste disposal certificate from the concerned.
9. install sanitary napkin vending machine and insinulators at ladies waiting rooms.
10. print and issue syllabus book for UG & PG students programmes.
11. discuss the suggestions made by the Quality Circles in the Core Committee and with Management for proper adoption.
12. start NCC course with appropriate syllabus contest after getting approved in BOS and AC meetings.
13. strengthen JKC activities.
14. reframe teaching diary.
15. start coaching for groups by identifying interested students from each class.
16. that the programme committee is ratified.

Sd/- xx
(Dr. M. RAMESH)
PRINCIPAL