

Minutes of the meeting held on 07-12-2020

1

1. The Principal informed the members that SSR has to be submitted by the end of June 2021.
2. IQAC meetings have to be conducted regularly.
3. To constitute new IQAC committee with two external members.
4. To circulate list of documents to be prepared among the staff.
5. It is proposed to visit Silver Jubilee College and other colleges.
to visit Aog Vijayawada Loyola College.
6. It is informed that the website can be prepared with the help of old students.
7. To call for the department profile from all the departments.
8. It is decided to form a committee for the preparation of "Student Hand Book" under the chairmanship of Sri P. Ravindra Nath, Lecturer in Economics.
9. To conduct departmental activities as per 7 criteria.
10. Add-on courses / Certificate courses / MOOCs have to be introduced.
11. ICT tools have to be used regularly.
12. To use ICT in evaluation.
13. To take up M.R.P. (Minor Research Project)
14. To attend Refresher Courses.
15. Community service has to be taken up.
16. To collect feed back from the previous batch through online.
17. Club activities and College Magazine have to be maintained.
18. P.L.As have to be conducted by all the departments.

O. Gobula
Dr. M. Syed Sharif
(IQAC - co-ordinator)
D. Erol

A. N. J. S. N.
4/12/2020

C. Chaitanya
PRINCIPAL
A.P. RESIDENTIAL DEGREE COLLEGE
Vijayapuri South, Nagarjuna Sag.
Guntur Dist. 522 439
P. Keerthi Dethi
2/12/2020

2) Tiffazza

5 S. Ch. Cleman, 8 CH. Madhan (late)
7/12/2020

3) Kini

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Minutes of the meeting held on 02-01-2021

2

Circulator

1. The Principal in his open remarks requested the Co-ordinator to brief about latest guidelines of NAAC.
2. The Co-ordinator, Dr M. Suresh Babu explained about the process of going for 2nd cycle.
3. It is decided to form IQAC committee.
The following is the constitution of the committee.

1. Chairperson: Principal
2. Teachers: Dr BVR, Dr EMG, Dr SLDS, Sri P.R., Dr SMB, Smt Ch.M.L, Sri N.S.B., Dr K.R.
3. Member from Management: J.S.
4. Member from Alumni: Office bearer from Alumni
5. Co-ordinator - Dr. M. Suresh Babu
6. External members - One professor from HCU, Dr Anil AGO, Dr Srinivas, Vijayawada Loyola College. one person from NATCO

Dr. M. SURESH BABU
02/01/2021

Dr. M. SURESH BABU
(IQAC coordinator)

- 1) Dr SLDS C.D.
- 2) Dr EMG ~~BABU~~
- 3) Dr MP ~~MP~~
- 4) Dr MSB ~~W~~
- 5) Dr SMB ~~SLDS~~ ~~2/1/2021~~
- 6) Dr P.S. ~~babu~~
- 7) Dr BVR ~~babu~~
- 8) Dr V.U.K. ~~babu~~ 2/1/2021
- 9) Smt M.R.D ~~P.Ramulu~~ 2/1/2021
- 10) Smt Ch.M.L ~~J.S.~~ 2/1/2021
- 11) Sri P.R.N ~~babu~~
- 12) Sri R.S. ~~babu~~
- 13) Sri S.Ch. S.Ch. Chennan

4. To submit IGRAs for the previous years till 2019-20.
5. To complete the website.
6. To register in the NAAC portal.
7. To achieve 100% result in the University examinations.
8. To conduct club activities for each club.
9. To conduct Remedial coaching for slow learners.
10. To make the fast learners register in MOOCs, Swayam etc.
11. a) To take feedback from present 3rd year on 7.1.21
 b) To take feedback from past students through mail
 c) To analyse the feedback of students of II year by NDUK form.
12. Principal requested staff to do at least one MOOC each, and to apply atleast online webinars of reputed institutions.

Chary
4.1.21

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 Vijayapuri South, Nagarjuna Sagar
 Guntur Dist.-522 439

Minutes of the meeting held on 17-03-2021

1. The Principal informed that Dr Anil Kumar A.G.D. will be visiting our college to guide in preparation for NAAC.
2. The Principal has informed that 7 committees will be formed for the 7 criterion.
3. The Principal requested the members to study the SSRs of different Colleges which secured A⁺ and A⁺⁺ grade.
4. The Principal requested the ~~concerned~~ different incharges of the departments to keep the records ready and updated.
5. The Principal requested the committee members to go through the material in the NAAC website.
6. Previous NAAC records like. quality profile, peer team report of I cycle and Cycle-I Revisit, Recommendation, list of document to be maintained have been supplied to the committee members.
7. Principal requested the members to prepare low learners list and advanced learners list. Principal requested to maintain the relevant records.
8. The Principal requested to prepare lesson plans and PPTs.
9. The Principal requested the members to use ICT in teaching.
10. The Principal proposed to start new courses like B.Com (Computers) B.Sc (Maths, Physics, Computer Science), B.A. (Special English), B.Sc (Biochemistry) or B.Tech (Bio-Technology).
11. The Principal made a proposal for the admission of girl students and make the College as co-education.

Chairman

D.S.N. SURESH BABU
I.A.T.E. co-ordinator

C. S. Gopal Ds.

Shrey

C. C. S.
PRINCIPAL
A.P. RESIDENTIAL DEGREE COLLEGE

Vijayapuri South
Guntur
Sagar,

1. Savitri Lohar

P. V. Reddy

P. Sudhakar

D. V. Jange

S. Venkatesh

K. K. R.

S. C. Chennamath

G. S. Reddy

M. S. R.

H. C. Acharya

R. S. R.

P. Ravinder

R. S. R.

P. Ramakrishna

V. Venkateswara

Minutes of the meeting held on 20-03-2021

1. The Principal inviting the A.G.O, Dr Anil Kumar to ~~of the~~ meeting, and requested him to guide the members of staff in preparation for NAAC II cycle.
2. The Principal briefly explained the Residential system of APL Degree College.
3. He briefly explained about the role of Alumni in the development of the College.
4. The Principal informed about the sanction of 10 acres of land to the College.
5. The Principal requested Dr Anil Kumar ^{to explain} about the steps to be followed in improving the NAAC Score.
6. Dr Anil Kumar appreciated the initiative taken by the Principal in preparation for NAAC.
7. Dr Anil Kumar appreciated the efforts of the teaching staff in the student support and progression.
8. Dr Anil Kumar informed about the funding from "Naade-Nadi" Scheme.
9. Dr Anil Kumar informed about the preparation for NAAC through PPT presentation.
10. Dr Anil Kumar interacted with the students of the College. 20/3/21

Dr. M. SURESH BABU

NAAC I&AC - Co-ordinator

PRINCIPAL

A.P. RESIDENTIAL DEGREE COLLEGE
Vijayapuri South, Nagarjuna Sagar,
Guntur Dist. 522 439

M. Nageswara Rao

Venkata

P.B.

V. Sankar

N.M.
2013M

D.V. Jayaram

Pavan
C. Gopala

Dr. V. Sankar
20/3/21

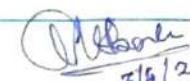
S. Chenchu
N. Sattiya

Pr Reddy
G.S. Reddy
P. Sudhakar

6

Minutes of the meeting held on 07-04-2021

1. The Principal requested the staff to plan for the time bound programme for the NAAC preparation.
2. The IQAC co-ordinator requested that all A&AR's have to be submitted -
3. The Principal informed that first 2019-20 A&AR ~~has to~~ and all previous A&ARs.
4. Dr G. Mallikarjunan Goud explained about the criteria - 2 -
5. The Principal requested Sri Gangadhar and Sri Ramanjaneyulu to assist in feedback.
6. The Principal proposed to visit 'A' grade College.
7. Dr M. S. B. explained about the progress of Criteria - 1
8. Dr S. L. D. Sarma explained about the criteria - 3. He informed that he would require 10 days to collect data.
9. Dr. A. V. Ramana explained about the collection of data under criteria - 4.
10. The Principal requested all the members to go through the NAAC website. The Principal requested the staff to go through the best practice in the 'A' grade Colleges.
11. Sri E. channaiah requested for allotment of time for library for each class.
12. The Principal requested to give the plan of action for digital library.
13. The Principal informed that he would review the committee report daily.
14. Dr ch. M. Dr ch. Madhavilatha explained about the work completed in criteria - 5.
15. Dr M. Parappa has informed that he ~~would~~ has collected the data and gave PPT on the work completed under criteria - 6.
16. The Principal requested all the members to register in SWAYAM -
17. It is decided to prepare format for dept profile.
18. The designing of College website has been discussed.


Dr. M. SUREESH BABU
IQAC Co-ordinator


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Vijayapuri South, Nagarjuna Sagar,
Guntur Dist.-522 439

Minutes of the meeting held on 23-04-2021

1. The Principal reminded the staff about submissions of AQAAR by May 31st 2021.
2. The Principal reviewed about the progress of dossier collection for AQAAR.
3. Criterion - 1 may be completed by 4 days
 Criterion - 2 one week to be for completion
 Criterion - 3 one week for completion
 Criterion - 4 4 days for completion
 Criterion - 5 3 days for completion
 Criterion - 6 To collect from the teams.
 Criterion - 7 10 days for completion
4. Smt Ch. Manoharika explained about Innovation cell, Entrepreneurship
5. Career guidance cell and placement cell have to be formed.
 Innovation cell has to be created.
 Separate rooms have to be created for I & AC, Innovation cell.
6. To collect feedback from the students ~~teachers~~ and parents.
7. Feedback already collected from the teachers.

Office Books

Dr. M. SURESH BABU

IQAAC co-ordinator

P.V. Puthi

TM

G. Renuka

25/4/

DTE

Davat

M.S.A

S.Ch. Chaw

S. S. J.

P. Ravuri

P. Sudhakar

Chay

J. G. S.

C. Jagadeesh

Chen

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Minutes of the meeting held on 05-06-2021

The Principal, IQAC co-ordinator and other convenors and members of 7 criteria attended the meeting.

It has been decided to complete the work of submission of AQAR for 2016-17 by the last week of June 2021.

All the criteria team heads are supplied with the information with regard to collection of documents.

It is also decided to complete the collection of data by 15th June 2021.

(Dr. M. SARVASRI)
IQAC Co-ordinator

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Vijayapuri South, Nagarjuna Sagar
Guntur Dist.-522 400

TEACHING STAFF:

Dr./Sarvasri/Smt.

Dept. of Lang.

1. Dr.S.L.D.S
2. Dr.S.M.B
3. M.S.R
4. M.N.R

Dept. of Maths

1. Dr.M.P.R
2. Dr.E.M.G
3. Y.C.M

Dept. of Physics

1. Dr.M.S.B
2. Dr.P.S
3. K.V.K

Dept. of Chemistry

1. M.R.D
2. CH.G.D
3. T.R.N

Dept. of Commerce

1. Dr.B.V.R
2. P.V.R
3. V.S.B
4. G.S.R

Dept. of Computers

1. CH.M.L
2. D.V.K
3. Ch.C.S

Dept. of Statistics

1. N.S.B
2. Dr.V.U.K

Dept. of Economics

1. P.R.N
2. K.R.K

Dept. of History

1. V.R
2. L.S.R

Dept. of Poli.Sci.

1. Y.N.S.C
2. Dr.C.H.K.K

Dept. of Lib.Sci.

1. S.C.H.C

Dept. of Phy. Edn

1. P.R.K

10 Minutes of the IAAC meeting held on 16-05-21 through
Google Meet

A Google Meet was arranged to discuss the progress in the collection of data for AYAs for 2016-17, 2017-18, 2018-19 and 2019-AD.

The Principal addressed the members of staff and impressed upon the urgency of completing the work.

The heads of the criterion informed about the progress in their work as follows.

Criterium - I :- Dr M. Surendra Babu, informed that the data collection was completed.

Criterium - II :- Dr E. Mallikarjuna Gowd informed the completion of collection of data except for 2018-19.

He also informed that documents are to be collected.

Criterium - III :- Dr. SLD Sarma informed that the collection of data was completed.

Criterium - IV :- Dr. B.V. Ramana, informed that the data collection was completed. Some documents were to be collected.

Criterium - V :- Dr Ch. Madhavilatha informed that some data had to be collected with regard to Scholarships, and Alumni contribution.

Criterium - VI :- Dr Udaykumar informed that data collection was completed but some documents had to be collected.

Criterium - VII :- Sri P. Ravindranath informed that some more data had to be collected.

It was resolved in the meeting to collect all the relevant documents.

Observer
(Dr. M. SURESH BABU)
IAAC Co-ordinator

✓ ✓

SURESH

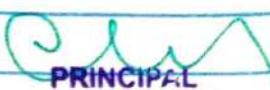
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✓ ✓
Chy. Secy.
P. Venkata

B. C.
V. C.

P. Reddy
G. R. Babu

G/
NPK


PRINCIPAL
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✓ ✓
G. S.
G. S.

Minutes of the IQAC meeting held on 17-06-2021

11

1. The Principal in his opening remarks stressed for the mainstreaming and Strengthening IQAC in the College.
2. IQAC co-ordinator explained the members about the Strategies and functions of IQAC in the College.
3. The Principal informed about the maintenance of documents and being aware of bench marks for each criteriology and concerned criteria heads.
4. The Principal requested the members to maintain data.
5. The Principal requested the staff to prepare Action plans for each department.
6. The Principal requested to staff to plan for service activities.
7. The Principal requested to plan for regular meetings of IQAC and inclusion of external members in the Committee.
8. It is decided to request Mr chokkalingam as an external member in IQAC.
9. Sri Souri Babu suggested that the feedback should be online.
10. Sri chandrasekhar explained the difficulty in collecting documents
He also suggested the present method of admission.
11. Smt Rani gari requested for the appointment supply of appointment letters with regard to criteria - 2.
12. Dr E.Mallikarjuna Gowd mentioned about student centric methods and use of ICT in teaching.
13. Sri Nagaraju, Sri Ch. Meenakshi and Sri Gireeswar Reddy requested for guidance in preparation of PPTs
14. Dr. E. Mallikarjuna Gowd expressed about the preparation of PPTs ^{his opinion}.
15. The Principal informed the staff to use ICT in teaching.
16. The Principal requested each lecturer to give one PPT per week.
17. The Principal requested to ^{prepare} ~~give~~ lesson plans.
18. The Principal proposed to introduce a programme on gender sensitivity.
19. The Principal informed about e-waste management, energy conservation

12

20. The Principal informed about disabled toilets, ramps are included in "Naadu Nedu" scheme.

21. The Principal requested to prepare result analysis.

M. Suresh Babu

(Dr. M. SURESH BABU)
IQAC Coordinator

C. C. M.

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Guntur Dist.-522 439

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Dept. of Lang.

1. Dr.S.L.D.S. ✓
2. Dr.S.M.B. ✓
3. M.S.R
4. M.N.R. ✓

Dept. of Statistics.

1. N.S.B. ✓
2. Dr.V.U.K. ✓

Dept. of Maths

1. Dr.M.P.R
2. Dr.E.M.G. ✓
3. Y.C.M. ✓

Dept. of Economics

1. P.R.N
2. K.R.K. ✓

Dept. of Physics

1. Dr.M.S.B
2. Dr.P.S. ✓
3. K.V.K. ✓

Dept. of History

1. V.R. ✓
2. I.S.R. ✓

Dept. of Chemistry

1. M.R.D. ✓
2. CH.G.D. ✓
3. T.R.N. ✓

Dept. of Poli.Sc..

1. Y.N.S.C
2. Dr.CH.K.K. ✓

Dept. of Commerce

1. Dr.B.V.R. ✓
2. P.V.R. ✓
3. V.S.B. ✓
4. G.S.R. ✓

Dept. of Lib.Sci.

1. S.C.H.C

Dept. of Computers

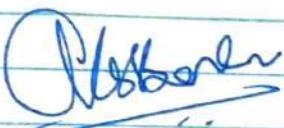
1. CH.M.L. ✓
2. D.V.K. ✓
3. Ch.C.S. ✓

Dept. of Phy. Edn

1. P.R.K

16 Minutes of the IQAC meeting held on 31-08-2021

1. The Principal thanked the members of IQAC committee, members of and heads of criteria for successful completion of the submission of AQAARS of 2016-17, 2017-18, 2018-19 and 2019-20.
2. Dr M. Surash Babu. Thanked the members for their co-operation. Collection of data for 2020-21 has to be taken up as a continuous process.
3. Dr S. L. D. Sarma thanked the members for their co-operation in submission of AQAARS.
4. Dr S. L. D. Sarma explained about the preparation of documents.



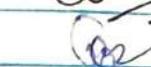
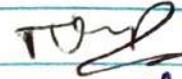
IQAC - Co-ordinator

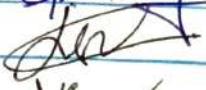
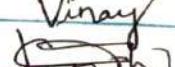


Chair

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Guntur Dist. - 522 439

C Chandra C. Gopalakar
Yer
B


Chair

Rani

Samith

C. Gopalakar
M. S. R. S.
KPK
D. V. O. T. A. R. f. S.
G. N. Reddy

Vinay

PVRddy

B. Jy.
K. Ravikumar
D. Manohar
G. S. Rao Reddy
G. Hanumantha Rao
D. Alureti Alapay
S. Venkateswaran


~~S. Ch. Chennam~~
C.

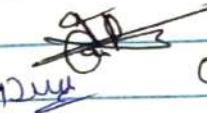
Minutes of the meeting held on 23-09-2021

17

1. IQAC Co-ordinator Dr M. Guruch Babu explained about the preparation of AACAR for 2020-21.
2. The Co-ordinator requested to submit the copies of documents related to academic years 2016-17, 2017-18, 2018-19 and 2019-20.
3. The members are requested to list out the best practices (Dept wise)
4. The members are once again requested to take photos through GPS enabled camera.
5. The Students Satisfaction Survey and Feedback have to be completed as early as possible.
6. Dr. E. Mallikarjuna Gowd informed about the Students Satisfaction Survey.
7. Dr E. Mallikarjuna Gowd requested the members to submit the course outcomes immediately.
8. The Principal requested to prepare Dept Profile and circulate to all the departments.
9. The Principal requested to create e-mail ids for each department.
10. The Principal requested media committee members ^{of college} members to present the details in a separate e-mail.
11. Sri Ch. Chandrasekhar, lecturer in commerce explained about the NIAF Scores given for 2020-21.
12. The Principal requested to establish departmental library for each department.
13. The Principal requested all the members to submit the PPTs to the concerned HODs.
14. To conduct PLPs regularly.
- 15.

C
PRINCIPAL 21
A.P. RESIDENTIAL DEGREE COLLEGE
Vijayapuri South, Nagarjuna Sagar,
Guntur Dist - 522439

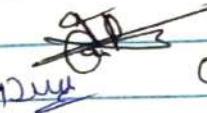

(IQAC Co-ordinator)

 Dr.

 Dr.

 Dr.

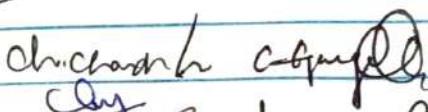
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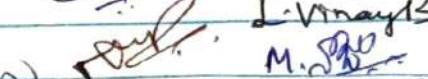
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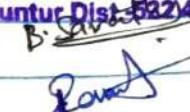
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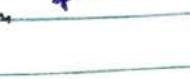
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