



SIR C R REDDY COLLEGE FOR WOMEN (Estd : 1987)

Affiliated to ADIKAVI NANNAYA UNIVERSITY, Rajamahendravaram

Vatluru, Eluru - 534007

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Minutes of Meeting
of
INTERNAL QUALITY ASSURANCE CELL
(IQAC)

2020-2021

INTERNAL QUALITY ASSURANCE CELL (IQAC)

SIR C R REDDY COLLEGE FOR WOMEN

(Affiliated to Adikavi Nannaya University, Rajamahendravaram)

Vatluru(Post), Pedapadu Mandal, (A.P)

MEETING-1

NOTICE

Date : 2nd Dec 2020

Please be informed that an IQAC meeting has been scheduled for December 7th, 2020, at 2:30 PM. The meeting will take place at the IQAC/NAAC hall. Your presence and valuable suggestions regarding our quality assurance and improvement measures are eagerly anticipated.

Agenda:

1. To implement offline classes in accordance with university instructions.
2. To adopt blended teaching methodologies for enhanced conceptual understanding.
3. To review the work conducted under the seven criteria outlined by NAAC.
4. To reassess the process of documenting activities as per the NAAC Proforma.
5. To arrange a guest lecture by the Physics and Electronics departments.
6. To organize a program in observance of National Girl Child Day.
7. To implement online admission procedures for 1st Degree students introduced by APSCHE.



Signature of IQAC coordinator

MEETING-1

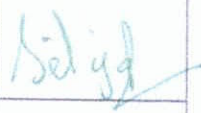
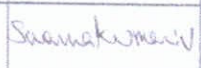
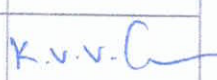
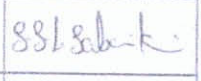
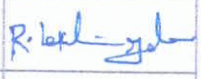
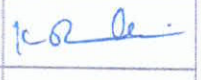
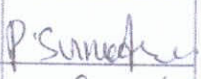
7th Dec 2020

The IQAC meeting was convened at the IQAC/NAAC hall on December 7th, 2020, at 2:30 PM under the chairmanship of Mrs. P. Sailaja with the following agenda.

Agenda:

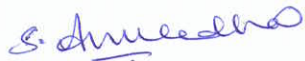
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5. To arrange a guest lecture by the Physics and Electronics departments.
6. To organize a program in observance of National Girl Child Day.
7. To implement online admission procedures for 1st Degree students introduced by APSCHE.

Members of IQAC attended for the meeting 2020-21

S.No	Name and Designation	Member type	Category	Signature
1	Smt. P.Sailaja Principal, Sir C.R.Reddy College for Women	Chairman of IQAC	Head of the Institution	
2	Smt. S Anuradha Vice Principal, Academic Coordinator	Coordinator, IQAC	Senior administrator	
3	Smt. G Sarala Vice Principal, Administrative Coordinator	Member	Senior administrator	
4	Mrs. B. Tulasi Koteswari Bai, Controller of Examinations	Member	Senior administrator	
5	Mrs. V.Swarna Kumari HOD Dept. of English	Member	Teacher representative	
6	Mr. K.V.V.Srinivas HOD Dept. of Computer Science	Member	Teacher representative	
7	Dr. B. Valli Poornima HOD P.G, Dept. of Chemistry	Member	Teacher representative	
8	Dr. Ch.Swapna Co-Ordinator, Research & Development	Member	Teacher representative	
9	Mrs. M.Durga HOD Dept. of Commerce	Member	Teacher representative	
10	Mrs. K.Sirisha HOD Dept. of Physics	Member	Teacher representative	
11	Mrs. S.S.L.Sabari Kumari HOD Dept. of Mathematics	Member	Teacher representative	
12	Mrs. R.L.Syamala HOD Dept. of Statistics	Member	Teacher representative	
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15	Mrs. M.Sirisha Librarian	Member	Incharge of library	
16	Sri P. Sri Rangam Correspondent	Member	Management representative	
17	Mrs. P.Ch.Kumari Office Superintendent	Member	Senior administrative officer	
18	Sri A. V. Subrahmanyam Employer & Industrialist	Member	Nominee from Industrialists	
19	Mrs. K.Vijaya Lakshmi Member of Alumni	Member	Nominee from Alumni	
20	Ms. Shaik Dineesha Begam, III B.Sc (CBZ)	Member	Nominee from student	

Resolutions:

1. It was resolved to commence offline classes in strict adherence to the guidelines provided by the university. The concerned departments will initiate the necessary arrangements and communicate the schedule accordingly.
2. A decision was made to adopt blended teaching methodologies across departments to augment students' understanding of concepts. Faculty members will be encouraged to integrate diverse teaching approaches to achieve this objective.
3. It was agreed to conduct a comprehensive review of the work completed in alignment with the seven criteria specified by NAAC. This assessment will involve the respective committees, ensuring compliance and enhancement of quality standards.
4. A resolution was passed to reevaluate and refine the process of documenting activities according to the NAAC Proforma. The responsible personnel will collaborate to streamline this procedure for accuracy and completeness.
5. The Physics and Electronics departments are tasked with organizing a guest lecture. The respective heads will coordinate to invite suitable speakers and schedule the session for the benefit of students and faculty.
6. It was determined to arrange a program commemorating National Girl Child Day. The organizing committee will formulate a plan and execute activities in alignment with the significance of this observance.
7. The implementation of online admission procedures for 1st Degree students, as introduced by APSCHE, was approved. Concerned administrative bodies will coordinate to facilitate a seamless transition to the new admission process.



Signature of IQAC coordinator



Signature of the Principal

Principal
Sir C.R.Reddy College for Women
ELURU

INTERNAL QUALITY ASSURANCE CELL (IQAC)

SIR C R REDDY COLLEGE FOR WOMEN

(Affiliated to Adikavi Nannaya University, Rajamahendravaram)

Vatluru(Post), Pedapadu Mandal, (A.P)

MEETING-2

NOTICE

Date : 4th Feb 2021

Please be informed that an IQAC meeting has been scheduled for 8th Feb 2021 at 2:30 PM. The meeting will take place at the IQAC/NAAC hall. Your presence and valuable suggestions regarding our quality assurance and improvement measures are eagerly anticipated.

Agenda:

1. To identify advanced learners in each class and initiate measures to enrich their knowledge and learning experience.
2. To organize a four-day workshop for the "Global Campus Bird Count."
3. To conduct a seminar commemorating the "International Telugu Language Day."
4. To arrange an awareness program on cyber security conducted by the Computer Department.
5. To celebrate National Grammar Day and National Women's Day.


Signature of IQAC coordinator

MEETING-2

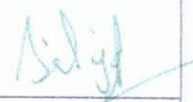
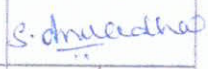
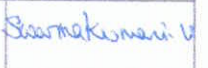
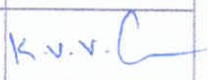
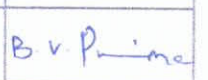
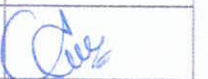
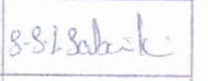
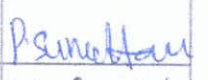
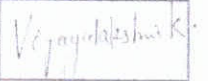
8th Feb 2021

The IQAC meeting was convened at the IQAC/NAAC hall on 8th Feb2021, at 2:30 PM under the chairmanship of Mrs. P. Sailaja with the following agenda.

Agenda:

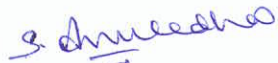
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4. To arrange an awareness program on cyber security conducted by the Computer Department.
5. To celebrate National Grammar Day and National Women's Day.

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17	Mrs. P.Ch.Kumari Office Superintendent	Member	Senior administrative officer	
18	Sri A. V. Subrahmanyam Employer & Industrialist	Member	Nominee from Industrialists	
19	Mrs. K.Vijaya Lakshmi Member of Alumni	Member	Nominee from Alumni	
20	Ms. Shaik Dineesha Begam, III B.Sc (CBZ)	Member	Nominee from student	

Resolutions:

1. It has been resolved to implement a system to identify advanced learners in every class. Tailored measures and enrichment programs will be initiated to enhance their educational experience and knowledge acquisition.
2. An organized four-day workshop dedicated to the "Global Campus Bird Count" will be conducted by the LifeScience department. The event will involve students and faculty members, aiming to contribute to the global initiative and foster environmental awareness.
3. It has been resolved to arrange A seminar honoring the "International Telugu Language Day", encompassing various linguistic activities and discussions to celebrate and promote the significance of the Telugu language.
4. It has been resolved to conduct an awareness program on cyber security, facilitated by the Computer Department. The session will aim to educate students and faculty about cyber threats, safety measures, and responsible online behavior.
5. It has been resolved to celebrate both National Grammar Day and National Women's Day through various activities and events to acknowledge their significance and promote awareness among students and staff.



Signature of IQAC coordinator


Signature of the Principal

Principal
Sir C.R.Reddy College for Women
ELURU

INTERNAL QUALITY ASSURANCE CELL (IQAC)

SIR C R REDDY COLLEGE FOR WOMEN

(Affiliated to Adikavi Nannaya University, Rajamahendravaram)

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MEETING-3

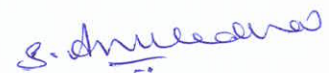
NOTICE

Date : 29th Apr 2021

This is to inform the members of IQAC, that there will be an IQAC meeting on 10th May 2021 at 2.30pm through ZOOM App. We look forward to your presence and suggestions for our quality assurance and improvement measures.

Agenda:

1. To conduct online classes in response to the ongoing pandemic situation.
2. To facilitate doubt clarification sessions using the Zoom application.
3. To organize Yoga Day activities through Zoom and YouTube live streaming platforms.
4. To instruct the staff to complete their NAAC-related tasks while working from home.



Signature of IQAC coordinator

MEETING-3

10th May 2021

IQAC meeting was convened in the online mode on 10th May 2021 at 2.30pm am in zoom App Under the chairmanship of Mrs. P.Sailaja, the following agenda was framed

Agenda:

1. To conduct online classes in response to the ongoing pandemic situation.
2. To facilitate doubt clarification sessions using the Zoom application.
3. To organize Yoga Day activities through Zoom and YouTube live streaming platforms.
4. To instruct the staff to complete their NAAC-related tasks while working from home.

Members of IQAC attended for the meeting 2020-21

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2	Smt. S Anuradha Vice Principal, Academic Coordinator	Coordinator, IQAC	Senior administrator	<i>S. Anuradha</i>
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4	Mrs. B. Tulasi Koteswari Bai, Controller of Examinations	Member	Senior administrator	<i>B. Tulasi</i>
5	Mrs. V.Swarna Kumari HOD Dept. of English	Member	Teacher representative	<i>V. Swarna Kumari</i>
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7	Dr. B. Valli Poornima HOD P.G, Dept. of Chemistry	Member	Teacher representative	<i>B. Valli Poornima</i>
8	Dr. Ch.Swapna Co-Ordinator, Research & Development	Member	Teacher representative	<i>Ch. Swapna</i>
9	Mrs. M.Durga HOD Dept. of Commerce	Member	Teacher representative	<i>M. Durga</i>
10	Mrs. K.Sirisha HOD Dept. of Physics	Member	Teacher representative	<i>K. Sirisha</i>
11	Mrs. S.S.L.Sabari Kumari HOD Dept. of Mathematics	Member	Teacher representative	<i>S.S.L. Sabari Kumari</i>
12	Mrs. R.L.Syamala HOD Dept. of Statistics	Member	Teacher representative	<i>R. Lal Syamala</i>
13	Smt. K. Jhansi Lakshmi Lecturer, Dept of Computer Science	Member	Teacher representative	<i>K. Jhansi Lakshmi</i>
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17	Mrs. P.Ch.Kumari Office Superintendent	Member	Senior administrative officer	<i>P. Ch. Kumari</i>
18	Sri A. V. Subrahmanyam Employer & Industrialist	Member	Nominee from Industrialists	
19	Mrs. K.Vijaya Lakshmi Member of Alumni	Member	Nominee from Alumni	<i>Vijaya Lakshmi K.</i>
20	Ms. Shaik Dineesha Begam, III B.Sc (CBZ)	Member	Nominee from student	<i>SK. Dineesha Begam</i>

Resolutions:

1. It has been resolved to conduct online classes in response to the ongoing pandemic situation. The necessary infrastructure and support systems will be established to ensure the continuity of education while prioritizing the safety and well-being of both students and faculty.
2. It has been decided to facilitate doubt clarification sessions using the Zoom application. Faculty members will organize regular sessions to address students' queries and provide academic support effectively through the designated platform.
3. It has been resolved to organize Yoga Day activities via Zoom and YouTube live streaming platforms. The event coordination team will arrange and publicize the sessions to encourage participation among students, faculty, and staff.
4. It has been decided to instruct the staff to complete their NAAC-related tasks while working from home. Clear guidelines and support systems will be provided to ensure the timely completion of NAAC tasks, maintaining the quality standards expected by the institution.



Signature of IQAC coordinator



Signature of the Principal

Principal
Sir C.R.Reddy College for Women
ELURU