



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 the IQAC held on 16-02-2018

The members of IQAC met on 16-02-2018 at 3.00 p.m.

Agenda:

1. Review of activities conducted in 2017-18.
2. To review the preparedness of the submission of NAAC report.
3. To identify potential courses to be adopted in the curriculum.
4. New programmes to be introduced and the review of programmes introduced in 2017-18.
5. Review of the autonomy to the PG programmes.
6. Any other item with the permission of the Chair.

Members present:

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| 1. Dr.M. Ramesh, Principal | Sd/- |
| 2. Sri V. Babu Rao, Director | Sd/- |
| 3. Dr.Rajesh C Jampala, Dean | Sd/- |
| 4. Prof.G. Devala Rao | Sd/- |
| 5. Prof.G.V. Chalam, ANU | Sd/- |
| 6. Sri A. Vithal Rao, Controller of Examinations | Sd/- |
| 7. Sri R. Sambhi Reddy, Addl.COE | Sd/- |
| 8. Dr.S.B. Rajendra Prasad, IQAC Coordinator | Sd/- |
| 9. Dr.V. Lakshmi Prasannam, HOD, Mathematics | Sd/- |
| 10. Dr.M. Manoranjani, HOD, Chemistry | Sd/- |
| 11. Dr.N. Srinivasa Rao, HOD, Phy.Edn. | Sd/- |
| 12. Sri T.S. Ravi Kiran, HOD, Computer Science | Sd/- |
| 13. Dr.Ch. Srinivasa Reddy, HOD, Botany | Sd/- |
| 14. Sri Ch. Venkateswarlu, HOD, Zoology | Sd/- |
| 15. Sri K. Sridhar, Dy.HOD, Computer Science | Sd/- |
| 16. Sri M. Madhu, NCC | Sd/- |
| 17. Dr.Ch. Suryaprakasa Rao, Dept. of Economics | Sd/- |

Discussions

Dr.M. Ramesh, Principal, P.B. Siddhartha College welcomed the members.

Dr.S.B. Rajendra Prasad, IQAC Coordinator has briefed the purpose and agenda of the meeting. He explained the planned activities of 2017-18 and informed the progress.

All PG Courses are functioning under Autonomy from the academic year 2017-'18 under the jurisdiction of Krishna University, Machilipatnam. Respective approvals were taken for curriculum from Board of Studies of various disciplines and from Academic Council.

The rule book from PG courses was prepared and distributed to all PG students. The college has purchased new software 'EzSchool' for implementation in the administrative department but not yet utilized. Mr.A. Vithal Rao, Controller of Examinations asked for reason behind non-implementation of the software.

Mr.T.S. Ravi Kiran, HOD, Computer Science (Software Committee) said that issues related to customization will be resolved within few weeks.

As per the plan, BBA (Business Analytics), B.Sc. (Mathematics, Statistics & Computer Science) and B.Com. (E-Commerce) programmes were offered in the year 2017-18. B.B.A. (Business Analytics) and B.Sc. (Mathematics, Statistics & Computer Science) programmes were commenced and B.Com. (E-Commerce) was not grounded due to poor response.

Prof.G.V. Chalam advised to start the programme with less intake. Mr. R. Sambhi Reddy, Adtl.COE advised to promote the programme with support information.

Regarding an incubation centre for converting new ideas into business models, Prof. Rajesh C Jampala, Dean (Academics & Administration) explained that a tie up with A.P. Innovation Society and "Startup Squid" was established to train the students. The training programme was conducted on week-ends for a period of 6 months. It resulted in 3 ventures which are likely grounded.

Dr.M. Ramesh, Principal explained the pass percentage has increased from 76 to 79%. However there is scope for further improvement. Constructive discussion happened on increasing the pass percentage. Committee opinioned that follow up of 1st year students really matters.

Mr. A. Vithal Rao, COE explained about mis/late communication to the students regarding failure in Internal marks. Dr S. B Rajendra Prasad advised to have a Programme Coordinator for each programme to avoid communication lapses..

Dr. S.B. Rajendra Prasad informed that 7 FDPs and 3 orientation programmes were organized. Prof.G.V. Chalam advised to send faculty to outside for FDPs to improve the knowledge base of the faculty.

16 seminars, 45 guest lectures and 9 workshops were organized to students in different departments.

Mr. A. Vithal Rao, COE felt that class working hours are lost due to seminars and other activities. The syllabus may be covered with extra classes wherever necessary.

Mr. R. Sambhi Reddy, Addl.COE expressed that in some universities, only PPTs are being used for classroom teaching. Dr.S.B. Rajendra Prasad suggested to have accessibility to laptops or desktops to each staff member to prepare PPTs and present in the classrooms.

Mr. V. Babu Rao, Director has promised to provide a relevant infrastructure to the staff and in the classrooms.

Prof. Rajesh C Jampala, Dean suggested to provide laptops at a subsidized prices as per the practices in sister institutions. Dr.Ch. Suryaprakasa Rao, Dept. Incharge, Economics suggested to the committee that laptops may be provided on loan with longer repayment period.

It is informed to the committee that Academy has issued a circular for reimbursement of expenses incurred by the staff members in publishing articles liberally.

The web development of the college is under progress for better dissemination of information.

Online feedback system was started and data has been collected from students in the odd semester and it will be continued in the next semester.

Prof. G.V. Chalam opinioned that new courses may be added in the revised syllabus of respective departments and get it approved from the Board of Studies meeting.

Dr.M. Ramesh, Principal expressed the shortage of space for new programmes in the campus. Sri V. Babu Rao, Director suggested to have a programme B.Sc. (Chemistry, Computer Science & Mathematics). Dr.M. Madhu, Lecturer in Chemistry has supported the idea and this programme will have a good demand from the students.

Mr. K. Sridhar, Dy.HOD, Computer Science expressed his inability to accommodate labs for the new programmes. Mr.V. Babu Rao, Director agreed to examine the requirements of the Computer lab and expanding the labs if necessary.

Prof.G.V. chalam suggested to conduct 2/3 student seminars and each student will present for a period of 5 minutes.

Prof. Rajesh C jampala Suggested to plan evening short term courses on cyber security and business data analytics. Prof Rajesh C Jampala informed that smooth migration is going on from University system to Autonomous system of all PG Courses. Staggered time is necessary to accommodate all classes for effective utilization of labs.

Resolutions

It is unanimously resolved to

- conduct sufficient classes to compensate lost hours due to seminars and other unplanned activities.
- ensure sufficient infrastructure to the staff for preparation of digital presentation through PPTs, E learning systems.
- forward the idea of providing laptops at convenient repayment options to the management.
- evaluate the option of starting a new programme B. Sc. (Chemistry, Computer Science and Mathematics) and B.Sc. (Mathematics, Electronics and Computer Applications).
- offer E-commerce programme for the next Academic year
- ensure enough computer lab facility for the new learners.
- weigh the option of introducing a new programme B.Com Retail Management.
- complete all the planned activities for the academic year 2017-18.
- focus on 1st and 2nd Semesters' students to improve pass percentage.

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