



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 26th September 2020

Agenda

1. Strengthen the LMS;
2. Support to the Student publication of Research Projects;
3. Conducting Green, Energy and Environment audits separately as per metric 7.1.6 of NAAC;
4. Proposal to modify the present Internal versus External examination marks from 25:75 to 40:60;
5. Review on observations made by ISO 9001:2015 Audit Team;
6. Strengthen Internal Audit Mechanism;
7. Approval of AQAR Report 2018-19;
8. Any other item with the permission of the chair.

Members Present:

1. Dr.M. Ramesh, Principal Sd/-
2. Dr.Rajesh C Jampala, Dean Sd/-
3. Sri V. Babu Rao, Director Sd/-
4. Prof.M. Vijaya Lakshmi, Educationalist Sd/-
5. Prof.R. Siva Rama Prasad, Academician Sd/-
6. Dr.M. Raja Sreekanth, Industrialist Sd/-
7. Sri Y.V. Krishna Mohan, Local Body Member Sd/-
8. Sri S. Venkateswara Rao, Management Member Sd/-
9. Dr.S.B. Rajendra Prasad, IQAC Coordinator Sd/-
10. Dr.T.N.V.S.S. Satya Dev, IQAC Co-coordinator Sd/-
11. Dr.J.L. Ram Prasad, IQAC Co-coordinator Sd/-
12. Dr.M. Manoranjani, HOD, Chemistry & Vice-Principal Sd/-
13. Sri P. Babu Rao, Dy.HOD, Mathematics & Vice-Principal Sd/-
14. Sri A. Vithal Rao, Controller of Examinations Sd/-
15. Dr.K. Bhargavi, HOD, Physics & Academic Officer Sd/-
16. Dr. M. Madhu, NCC Sd/-
17. Dr.N. Srinivasa Rao, HOD, Physical Education Sd/-
18. Sri K. Sridhar, Dy.HOD, Computer Science & Placement Officer Sd/-
19. Sri P. Subhakar, NSS Programmer Officer Sd//-
20. Sri Ch. Venkateswarlu, HOD, Zoology Sd/-
21. Dr.Y. Vijayananda Raju, HOD, Telugu Sd/-
22. Dr.V. Lakshmi Prasannam, HOD, Mathematics Sd/-
23. Dr.G. Srilatha, HOD, English Sd/-
24. Smt.M. Tasneem, Dy.HOD, Physics Sd/-
25. Dr. T.S. Ravi Kiran, HOD, Computer Science Sd/-
26. Sri G. Chakravarthi, HOD, Statistics Sd/-
27. Sri KSV Sambasiva Rao, HOD, Electronics Sd/-

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| 28. Dr.Ch. Srinivasa Reddy, HOD, Botany | Sd/- |
| 29. Prof.T.V. Prasad, Director QA, GIEI, Alumni | Sd/- |
| 30. Ms.G. Pratyusha, Student member, PG | Sd/- |
| 31. Mr. Aashish Kain, Student Member, UG | Sd/- |

Suggestions by Experts:

Prof T V Prasad, Director, Quality Assurance, Godavari Institutions - suggestions

1. LMS has to be improved by purchasing required software and hardware.
2. Institutional LMS portal has to be developed.
3. Faculty has to be trained in capturing and editing video content and online assessment processes.
4. Activities are to be enhanced in each department.
5. Good number of publications by faculty in Web of science, Scopus listed journals.
6. Proper plan of action for next five years has to be developed to strengthen R & D activities. The aims/ objectives of the plan should include
 - i) International/ National conferences participation/ presentations.
 - ii) International collaborations for improving R & D activities
 - iii) Seminars/ workshops on IPR related activities
 - iv) Patent level research activities.
7. Project work has to be started in odd semester itself
8. Project report has to be submitted along with the publication.
9. Faculty must be aware of Quality research journals list in their respective subject domain `
10. Two publications by each faculty member in an academic year.
11. Stringent mechanism has to be developed for 40: 60 pattern of evaluation.
12. Internal audit system can be strengthened by constituting committee with senior faculty.

Prof M Vijayalakshmi, Acharya Nagarjuna University – suggestions

1. Implement project work in all PG and UG programmes
2. Quality research publications by faculty and students
3. At least one quality research publication by each faculty member in an academic year.
4. Faculty should apply for Major and Minor Research Projects.
5. Financial assistance to students to carry out projects which may result in a publication.

Prof R. Siva Ram Prasad, Acharya Nagarjuna University – suggestions

1. To get familiarize with 4.0 Industrial norms.
2. Regular project review by including an hour in time table.
3. Student projects should result in a quality publication.
4. Proper modalities for 40: 60 evaluation system are to be developed keeping in view of the following.
 - i) Online internal assessment (at least one)
 - ii) Attendance marks
 - iii) Class room seminars by students

- iv) Class room performance of students
 - v) Assignment
5. Internal audit system can be strengthened by adopting the following audit procedures
- i) Academic infrastructure utilization
 - ii) Laboratory infrastructure utilization
 - iii) Extent of class rooms utilization annually
 - iv) Finance utilization
 - v) Seminar halls utilization.

A committee has to be constituted to take care of the above mentioned audits.

Sri Y V Krishna Mohan, Industrialist – Suggestions

1. Enhance Industrial collaborations.
2. Ample training to faculty to develop e-content and video lessons.
3. Accountability of work by faculty working from home.
4. To seek help from IT experts to make use of the technology to the maximum possible extent.

Prof Rajesh C Jampala – Suggestion

1. To award one extra credit for publication by students.

Resolutions:

It is resolved to

1. Purchase/develop suitable software to enhance lecture/content delivery systems, attendance monitoring & continuous Internal Evaluation;
2. Explore possibilities of introducing project work in odd semester;
3. Take-up projects which may result in research papers;
4. Extra credits for student research publications;
5. Ensure to publish atleast one Scopus paper by each faculty in an academic year;
6. Constitute a committee to incorporate 40:60 or any other ratio for internal & external evaluation and to check the feasibility of implementation;
7. Approve AQAR for the academic year 2018-19;
8. Present AQAR of the academic year 2019-20 in the next coming IQAC meeting;
9. Constitute an Internal audit team to carryout academic audit in all the departments;
10. Conduct Infrastructure audit, Green audit, Energy audit & Environment audit separately.

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