

MINUTES OF THE STAFF MEETING HELD ON 08.07.2013

A Meeting of the Committee Constituted for Internal Quality Assurance Cell was held in Committee Room on **08.07.2013** at 3.30 P.M. under the Chairmanship of Professor Y. Ashok, Principal, BVC.

Members

Mrs. Niraimathi, Member
Dr Madhumitha Bhattacharjee, Member
Dr. K. Sreelatha Reddy, Member
Dr. K. Anuradha, Member
Dr. Jyothi Nayar, Member
Dr. NS Chakravarty, Member
Dr. C. Kameswari, Member
Mrs. KVB Saraswathi, Member
Dr. G. Kondal Reddy, Member
Mrs Seema Ghosh, Member
Mrs. K. Suvarchala Rani, Member
Mr. G. Sridhar, Member
Mrs. GVS Rajeswari, Member
Dr. K. Vasudeva Rao, Coordinator

The Agenda for the meeting:

1. Apply SWOT analysis on
 - (i) Faculty
 - (ii) Administration
 - (iii) Institute
2. Webpage of IQAC on website
3. Thrust areas of Research

- ✓ Prof. Y Ashok welcomed all the members of the committee.
- ✓ Dr. Vasudeva Rao proposed to apply SWOT Analysis on Faculty, Administration and Institute. Mrs. K Suvarchala Rani was assigned the task to apply the same.
- ✓ Dr. Sreelatha Reddy proposed to create a webpage of IQAC, where all the information can be uploaded of IQAC. Mrs. K V B Saraswathi was delegated to make a proposal with regard to webpage creation.
- ✓ Dr. Anuradha emphasized the importance of research and she proposed that the faculty members should apply for major and minor research projects.
- ✓ Dr. Choudary suggested to organize a one day workshop on how to write a research proposal for major and minor projects.
- ✓ Prof Y Ashok proposed to formulate the manual for examination rules and regulations.

MINUTES OF THE STAFF MEETING HELD ON 25th March 2014

A Meeting of the Committee Constituted for Internal Quality Assurance Cell was held in Committee Room on **25.03.2014** at 3.30 P.M. under the Chairmanship of Professor Y. Ashok, Principal, BVC.

Members

Prof. Y. Ashok, Chairman
Dr Madhumitha Bhattacharjee, Member
Dr. K. Sreelatha Reddy, Member
Dr. K. Anuradha, Member
Dr. Jyothi Nayar, Member
Mrs. Niraimathi, Member
Dr. NS Chakravarty, Member
Dr. C. Kameswari, Member
Mrs. KVB Saraswathi, Member
Dr. G. Kondal Reddy, Member
Mrs Seema Ghosh, Member
Mrs. K. Suvarchala Rani, Member
Mr. G. Sridhar, Member
Mrs. GVS Rajeswari, Member
Dr. K. Vasudeva Rao, Coordinator

The Agenda for the meeting:

1. Review of minutes of all the previous meetings
 2. Annual Quality Assurance Report 2013-14.
 3. Faculty Development Programme on Quality Assurance
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- ✓ The meeting started at 3.30 pm with a welcome note by Prof Y Ashok. He requested Dr. Vasudeva Rao to review the minutes of the previous meeting. All the works relating to AQAR were discussed of the past minutes. An appeal was made to comply with any deviations at the earliest possible.
 - ✓ Dr. K Vasudeva Rao read out the Annual Quality Assurance Report and requested all the members to suggest for any corrections.
 - ✓ Dr. Jyothi Nayar shared her views on quality assurance and she suggested to organize a workshop /FDP on Quality Assurance. Dr. Madhumitha and Mrs. Seema Ghosh were assigned the task to chalk out a programme for organizing the FDP.
 - ✓ Mrs. B Niraimathi proposed the theme, "Role of IQAC in Quality Enhancement in Higher Education", where all the faulty members showed their consensus.

MINUTES OF THE STAFF MEETING HELD ON 08-08-2014

A Meeting of the Committee Constituted for Internal Quality Assurance Cell was held in Committee Room on **8.08.2014** at 3.30 P.M. under the Chairmanship of Professor Y. Ashok, Principal, BVC.

Members

Prof. Y. Ashok, Chairman
Dr Madhumitha Bhattacharjee, Member
Dr. K. Sreelatha Reddy, Member
Dr. K. Anuradha, Member
Dr. Jyothi Nayar, Member
Mrs. Niraimathi, Member
Dr. NS Chakravarty, Member
Dr. C. Kameswari, Member
Mrs. KVB Saraswathi, Member
Dr. G. Kondal Reddy, Member
Mrs Seema Ghosh, Member
Mrs. K. Suvarchala Rani, Member
Mr. G. Sridhar, Member
Mrs. GVS Rajeswari, Member
Dr. K. Vasudeva Rao, Coordinator

The Agenda for the meeting:

1. Review of minutes of all the previous meetings
 2. Preparedness for autonomy.
 3. Identification of best practices going on in different Departments/offices of the University.
- ✓ The Chairman of the committee Prof. Y Ashok welcomed all the members and asked all the members to be ready with all the documents which are necessary for autonomy.
 - ✓ Prof. Y Ashok emphasized that the action plan proposed by the college in AQAR 2013-14 should be implemented efficiently.
 - ✓ Dr. K Vasudeva Rao requested all the members to actively work in making suggestions to bring efficiency and accountability towards autonomy.
 - ✓ Dr. Jyothi Nayar suggested to identify the best practices going on in different departments of the college.
 - ✓ Dr. K Anuradha proposed to organize a workshop on autonomy where all the committee members showed their consensus.
 - ✓ It was proposed that the meetings would be held thrice a year.