VISAKHA GOVT. DEGREE COLLEGE for WOMEN
(ISO 90001: 2015, 5001: 2018, 4001: 2015, 45001:2018, 27001:2013 Certified College)
Quality Brands India College
(ACCREDITED BY NAAC "B" GRADE INSTITUTION)
http://www.womengovtcollegevisakha.ac.in
(OLD JAIL ROAD, DABAGARDENS VISAKHAPATNAM 530 020, ANDHRA PRADESH).

IQAC MEETING-I

14-06-2022

The agenda of the meeting.

1. Online SSR filling Preparations

2. Submission of SSR in NAAC portal

3. Allotment of community service projects by mentors to the students

4 Updation of Website by all departments

5. Hand book and newsletters compilation

6. Planning of curricular & co-curricular activities

7 Admissions for the next academic year 2022-2023.

8. 5th Semester students Internships.

9. Faculty Development Program on Employability Skill Courses & Internships

10. Review of usage of OTLP App.

MEETING MINUTES

➢ Follow the guidelines and formats for community service projects.
➢ To submit the details asked in the community service project.
➢ To follow the standard operating procedures given by CCE for continuous internal Assessment.
➢ All criterion Incharges should submit Criterion wise summary and upload the data in NAAC Portal.
➢ To compile the QLMs and upload in NAAC Portal
➢ Upload QLMs and QNMs with appropriate additional information and check the operation of links uploaded in NAAC portal before submission.
➢ To submit and present the evidence in a well-organized format for SSR Submission and complete uploading of Entire SSR.

- To participate in One Day online Faculty Development programme on 'Content Development"
- Department In charges are requested to submit the details of Certificate Courses, Paper publications, Best Practices and their proofs to I, III and VII criterion In charges
- To conduct International Yoga Day by NSS, NCC and Physical Education Department.
- All Department In Charges Should be well planned and organized for CCE Mock Peer team Visit scheduled on 27th & 28th June,2022.
- All department in-charges to Structure their Department Reports following vision & Mission, faculty details table with Qualifications, Publications, MRPs Patents, Achievements, contribution to curriculum, Student Centric methods, ICT Methods, Certificate Courses, MoUs activities during covid and best practices.
- To map Individual Subject papers in OTLP as per the framed Master time table.
- To conduct orientation workshop on Student Satisfaction Survey (SSS)
- To construct drinking water water tank for Students
- To identify relevant Industry as per Course & job roles and match 10-15 Students for the implementation of Internship. Conduct awareness program on Internships & Industry Connect
- To submit articles written by students in regional languages for publication in magazines and Newsletters.
- To conduct and organize a program on Single use plastic free environment
- To conduct awareness on world cancer day by dept of Microbiology, NSS and NCC.
- To check the college website and ensure proper order of the web pages in the college website with appropriate latest data with their links mentioned in the self-study report (SSR) of NAAC Portal.
- To conduct essay writing, Poster making, Elocution competitions and seminars on World Population Day.
- To organize activities like planting of plants in college as a part of vanamahotsavam program
- To conduct Training of Teachers (TOT) in logistics and supply chain management and Survey & Reporting.
- Resolved to pay IIQA fees and SSR NAAC Submission fees from restructured course fund.
- To guide students for online registration for admission of Ist year students from 23rd july,2022 to 10th September,2022.
- To Organize awareness Programs on women empowerment
- To motivate students to participate in Poster Presentations, Slogan Competitions on theme Organ Donation Conducted by Apollo & Dept of Microbiology Hospitals

- To actively involve students, NCC cadets in RK Beach cleaning activity as a part of Azadi ka Amrit Mahotsav.
- To update Continuous Internal Assessment Registers.
- To focus on creating awareness on life skill and skill development courses
- To conduct literary and sports Competitions to students and upload activities in college website and award Certificates to winners on Independence Day
- To conduct Women's Equality Day and Organize related activities like essay writing competitions and upload the activities in college website with photographs.
- To Conduct Telugu Bhasha Dinotsavam by Organizing related activities like poetry, book reading and Kavi Sammelanam.
- To meet the purchase of computer Accessories, expenditure to pay the annual maintenance contract for computers, expenditure for the construction of road work near the administrative block, the laying of internal road inside the campus from the restructured course fund.
- To meet the expenditure for the printing of ID Cards for IInd year students from CPDC Fund.
- To inform students about APCCE Portal and share the URL address so that they can express their grievances in the portal.
- To upload all activities carried out by NSS, NCC in the previous months in the form of videos and photos with exact titles and short descriptions in youtube channel and other social networking sites.
- To select the best cultural activities, sports, yoga activities, seminars, webinars organized, visit of eminent personalities and different activities carried out by different committees and green club, red ribbon in the form of videos and upload these short videos in you tube channel and other social networking sites.
- To organize and conduct flag hoisting ceremony on the occasion of Independence Day.
- To select one best community service project from each group and collect CSP reports from students
- To upload the regular classes and extra classes taken in OTLP.
- To submit significant achievements of students, significant events of departments, committees with short description and photographs for publication in Andhra University looks Digital Magazine as well as for the preparation of Annual Report.
- To motivate students to participate in beach clean-up program at Vuda park light house.
- To fill the details mentioned in academic audit formats of every lecturer, Physical Director and Librarian and Submit the academic audit forms with all the evidences, documents and proofs to IQAC as early as possible.
- To document all the records for Internal Audit on 25th August, 2022.

- All criterion members are informed to submit the documents, event report records & evidences mentioned in format II and get them validated by IQAC.
- To conduct Competitions for students in sports and organize sports day by the Department of Physical Education.
- To upload details of papers published in peer reviewers' journals, patents applied in the Google sheet and submit their relevant evidence and documents to IQAC by 26th August,2022.
- To motivate Junior College Students to apply for online admissions for general Degree Programs Through OAMDC portal

(D Aruna Padma)
IQAC Coordintor

PRINCIPAL

Members

1) (Dr. kscar)
2) B.S.Anusha (B.santoshi Anusha)
3) K.L. Sirisle (Dr.K.L.SIRISHA)
4) A.H.Punker
5) B. Hymavathi
6) G. Sathi (Dr. G. Naga Sathi)
7) Dharini (A.Dharini)
8) M.Remp (M.RAMYA)
9) K. ogeswari (Student union member)
10) m. Indu (student union member)
11) Amiar (A.R koraunayi)
12). Naga Calcslmi