

CHAITANYA DEGREE & PG COLLEGE FOR WOMEN

(Affiliated to Andhra University)

Chaitanya Nagar, Gajuwaka, Visakhapatnam-530026.

INTERNAL QUALITY ASSURANCE CELL(IQAC)

Meeting-IV/2021-22

Date: 21/02/2022

Time: 1:00 PM

Venue: Room no 1 (Block A)

Minutes of proceedings of the IQAC meeting held on 21/02/2022 chaired by the principal DR.S. Chandra Maha Lakshmi, Chaitanya Degree & PG college for women.

Agenda

- Review the action plan of last IQAC meeting held on 2/11/2021.
- To conduct science Exhibition on National Science Day.
- Women's Day celebrations.
- Seminars and workshops to students regarding current affairs.
- To introduce more Add on courses
- To initiate departmental wise best practices.
- Improving Infrastructure.
- Feedback Mechanism.
- Installation of ICT tools.
- Orientation on ICT tools for staff.
- To form Alumni Cell
- To organize various activities on World Forest Day and Water Day.
- Maintenance of solar panels, vermi compost, rain harvesting pits.

Resolutions:


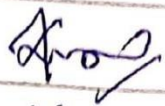
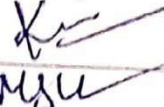
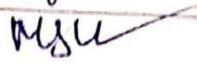
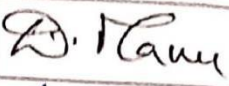
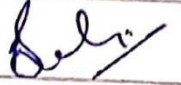
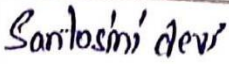
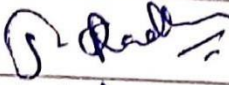

- ❖ Review the minutes of last IQAC meeting held on 2/11/2021

S.NO	Proposed Plan	Action Status
1	Interaction session on NAAC	An interaction session with NAAC co-ordinator conducted on 5/12/2021 through Google Meet.
3	Computerization of library	Installation completed and thoroughly monitored by library committee
4	Departmental activities	Various departmental activities are conducted.
5	New block opening	New Block- C was opened on 11/2/2022.

6	Administrative training to office staff	Conducted a three day training session on Tally, M.S.Office, net banking by commerce and computer science faculty from 18/9/2022 to 20/9/2022
7	Community service	Created awareness to students on the importance of staying connected with community and contributing for its well being.
8	Industrial tours/Field trips	Organized field trip to Bio diversity park, Indira Gandhi zoological park.
9	Activities	Health checkup, covid vaccination drive are organized in college premises.
10	Celebrating important days	Mathematics Day, New Year and Republic Day are celebrated by organizing many activities.

- ❖ Resolved to celebrate National Science Day and organize an exhibition.
- ❖ To create awareness on Menstrual hygiene by DR. Manjulatha, Professor, Andhra University and to conduct various activities.
- ❖ To organize Seminars and workshops to students regarding current affairs.
- ❖ To introduce more Add on courses with certificates to the students for the next Academic Year.
- ❖ All departments are instructed to present innovative best practices.
- ❖ Requirement for new infrastructure should be submitted by the maintenance committee.
- ❖ E-feedback formats should be prepared for the next Academic Year.
- ❖ Resolved to install new ICT tools as early as possible to train the staff for the next academic year.
- ❖ Resolved to form Alumni cell with former students.
- ❖ Resolved to organize various activities on World Forest Day and World Water Day.
- ❖ Thorough maintenance of solar panels, vermi compost, rain harvesting pits under the supervision of maintenance committee and ECO club.

Participants:

S.NO	NAME	DESIGNATION & DEPARTMENT	POSITION	SIGNATURE
1	DR.S. Chandra Maha Lakshmi	Principal	Chairperson	
2	P. Krishna kumari	Lecturer in Computer Science	Co-ordinator	
3	NRLN Kameswari	Lecturer in Commerce	Member	
4	M. Sheela Deepak	Lecturer in Microbiology	Member	
5	D. Manu	Lecturer in Computer Science	Member	
6	B. Salomi	Lecturer in Commerce	Member	
7	Santhoshini Devi	Lecturer in Mathematics	Member	 Santhoshini devi
8	J. Radha	Lecturer in Commerce	Member	 J. Radha
9	CH. Mallika	Lecturer in Chemistry	Member	 Mallika