

Government Degree College for Men, Srikakulam

Srikakulam – Andhra Pradesh, India – 532001

Affiliated to Dr.B.R.Ambedkar University, Etcherla, Srikakulam

Ph No : 9948121716 |E-Mail : srikakulam.jkc@gmail.com |Website : gmsklm.ac.in



IQAC MEETINGS & MINUTES

2022-2023



GOVERNMENT DEGREE COLLEGE (MEN), SRIKAKULAM

Affiliated to Dr.BR. Ambedkar University, Srikakulam

SRIKAKULAM – 532001, ANDHRA PRADESH, INDIA

Ph No : 9948121716

|E-Mail : srikakulam.jkc@gmail.com

|Website : gcmsklm.ac.in

IQAC

2022-2023

Report of Action Taken

IQAC Meeting No : 01

Date: June 3, 2022.

Agenda Item 1: Collection of Action Plans

- All departments and committees were duly notified about the submission of action plans for the academic year 2022-23. The Institutional plan was prepared with the incorporation of all curricular, co- curricular and extra- curricular activities and was approved in the staff council.

Agenda Item 2: Analysis of Feedback from Stakeholders

- The feedback received from stakeholders has been systematically collated and analyzed by the IQAC team. A comprehensive report has been prepared, highlighting areas for improvement and action points

Agenda Item 3: Imparting Value-Added Education through Celebrations

- The college successfully celebrated various National and International days as follows:
- World Environmental Day on June 5th by the Department of Botany.
- World Sickle Cell Awareness Day on June 19th by the Department of Zoology.
- International Yoga Day on June 21st by the Department of Physical Education.
- John Mendel Day on June 23rd by the Department of Botany.
- International Day for Drug Abuse and Illicit Trafficking on June 26th by NCC/NSS/YRC.
- World Nature Conservation Day on June 28th by the Department of Botany.

Agenda Item 4: Awareness Program on Cross-Cutting Issues

- The Environmental Consciousness Program organized by the Department of Chemical Sciences in collaboration with. Indira Gandhi Centre for Atomic Research (IGCAR), Kalpakam on June 29th was successful in raising awareness about cross-cutting environmental issues. The program received active participation from both students and staff.


Agenda Item 5: Organization of Intercollegiate Level Volleyball Tournament

- The Department of Physical Education successfully organized an Intercollegiate Level Volleyball Tournament on June 28th. The event witnessed enthusiastic participation from 10 colleges and helped promote sports and teamwork.

Agenda Item 6: Awareness on Online Admissions Module & OAMDC Help Desk

- The IQAC and Admissions Committee jointly organized an awareness program on the Online Admissions Module and OAMDC Help Desk on June 30th. This initiative was well-received and provided 103 students with valuable information regarding the online admission registration and web counseling process .

The action items outlined in the IQAC meeting have been actively pursued, and the college remains committed to furthering its efforts to enhance the quality of education and the overall student experience.



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Report of Action Taken

IQAC Meeting No : 02

Date: July 04, 2022.

Agenda 1: Environmental Stewardship Activities

- The IQAC, in collaboration with NSS and NCC units, has initiated the Mega Swachh Bharat activity on the 10th of every month. The first activity was successfully conducted on 10th July, 2022
- The observance of No Vehicle Day on the 3rd Saturday of every month has been initiated and will continue throughout the academic year.
- The Swachh Sankalap activity on the 4th Saturday of every month is also underway.

Agenda 2: Community Building Activities

- The "Share and Care Program" has been implemented as a monthly activity, and the committee is actively collecting donations from staff and students for eligible students from low economic backgrounds on First Friday of every month.
- The "Each One Teach One Program" has commenced, with a focus on promoting digital literacy among the community through student participation.

Agenda 3: Add-on/ Certificate Courses for AY 2022-23

- The add-on/certificate courses for the academic year 2022-23 have been introduced, and students have been informed about the available courses and registration procedures.

Agenda 4: Co-curricular Activities

- All departments have begun conducting regular co-curricular activities, including student seminars, quiz competitions, group discussions, field trips, guest lectures, and extension lectures.

Agenda 5: Merger of Departments

- The merger of the Departments of Biotechnology and Microbiology into the Centre for Applied Sciences has been approved for the effective administration and functioning of the departments.

Agenda 6: Awareness Programs on IKS


- Promotion of IKS through the celebration of Sri. Alluri Sitarama Raju Jayanthi on 4th July by the Department of History & Tourism.
- Premchand Jayanthi celebrations by the Department of Hindi on 31st July were successfully organized, and students actively participated.

Agenda 7: Value-Added Education through Celebrations/Observance of Days

- The Department of Economics observed World Population Day on 11th July.
- NCC conducted Karbala Vijay Divas celebrations on 26th July.
- The Department of Zoology observed International Tiger's Day on 29th July.

The IQAC is diligently monitoring the progress of these initiatives and will continue to work towards their successful implementation throughout the academic year.


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Report of Action Taken

IQAC Meeting No : 03

Date: 1st August, 2022.

Agenda 1: DBT Sponsored Popular Lecture Series:

- The DBT sponsored Popular Lecture Series was organized from 02-08-2023 to 04-08-2023. The Centre for Applied Sciences coordinated the event and ensured its success and educational value.

Agenda 2: Student-Centric Teaching:

- All departments are actively providing remedial coaching for slow learners, demonstrating the institution's commitment to inclusive education and individual student progress.

Agenda 3: Quality Sustenance through Academic Audit:

- The IQAC provided guidance to all the faculty on updation of all the records and filling up on the Academic Audits formats intime. The Academic Audit by the Commissionerate of Collegiate Education was conducted on 6th August, with in- depth inspection of all necessary documents and facilities. Suggestions were given by the audit team.

Agenda 4: Azadi Ka Amrit Mahotsavam Celebrations:

- The Azadi Ka Amrit Mahotsavam Celebrations, included a Science exhibition, flag rally, Har Ghar Tiranga, and Digital Tiranga Certificate, promoting patriotism and cultural awareness.

Agenda 5: Promotion of Indian Knowledge System (IKS):

- The Telugu Bhasha Dinotsavam celebrations were conducted on 29th August to honor the richness of the Telugu language and culture.

Agenda 6: Strengthening of Academia-Industry Collaborations:

- Efforts are underway to establish linkages, collaborations, and MoUs with industry partners to enhance academia-industry interactions.

Agenda 7: Promotion of Value-Added Activities:

- The Pledge for a Drug-Free Society in collaboration with the Police Enforcement Department was undertaken on 14th August, promoting a drug-free and healthy community.

Agenda 8: Parent-Teacher Meeting:

- The Parent-Teacher Meeting was held on 17th August, facilitating communication between parents and faculty for the holistic development of students.

Agenda 9: Awareness on Cross-Cutting Issues:

- The Department of Commerce conducted an awareness program on GST on 10th August, keeping the academic community informed about important financial matters.


Agenda 10: Library Day Celebration:


- The celebration of Library Day on 12th August highlighted the importance of libraries in the academic journey and provided valuable resources to students and staff.

Agenda 11: Faculty Development Program

- IQAC organized a webinar on Course outcomes & Program outcomes on 16.08.2023 and NAAC awareness webinar on 23-8-2023 for the faculty, as a part of Faculty Development Program.

The IQAC will continue to monitor and support the successful implementation of these initiatives, ensuring the institution's growth and excellence in education.


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Report of Action Taken

IQAC Meeting No : 04

Date: 2nd September, 2022.

Agenda 1: Organize National Level IPR Seminar

- The National Level IPR Seminar was conducted on 14th September by the Centre for Applied Sciences for creating awareness on IPR for students and faculty

Agenda 2 : Regional Level Science exhibition

- Science association organized to provide a forum for children to pursue their natural curiosity and inventiveness to quench their thirst for creativity;

Agenda 3: Conduction of Faculty Development Programs

- A comprehensive plan for faculty development programs was discussed. A calendar of programs has been created, covering topics such as modern teaching methodologies, technology integration, and research skills. The programs will be organized as per the schedule.

Agenda 4: Integration of IKS - National Hindi Day, Gurujada Jayanthi, Gurram Jashuva Jayanthi

- To integrate IKS with cultural observances, it was decided to organize special events for National Hindi Day by department of Hindi on 14th sep, Gurujada Jayanthi, and Gurram Jashuva Jayanthi on 21st Sep and 28 th Sep respectively by the Department of Telugu. Competitions were conducted to promote cultural awareness and understanding among students and prizes were distributed.

Agenda 5: Promotion of Value-Based Education - Nasha Mukth Bharat Pledge


- The IQAC committee recognized the importance of promoting a "Nasha Mukth Bharat" (Addiction-Free India) pledge. A dedicated awareness campaign was launched, and students were encouraged to take the pledge to combat substance abuse on 14th sep.

Agenda 6: Uploading of AQARs Data in NAAC Portal

- The AQARs (Annual Quality Assurance Reports) data will be compiled and uploaded to the NAAC portal as part of the ongoing accreditation process. The IQAC will ensure that all necessary documentation and information are provided in a timely manner.

The IQAC will continue to monitor and support the successful implementation of these initiatives, ensuring the institution's growth and excellence in education.


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Report of Action Taken

IQAC Meeting No : 05

Date: 1st October, 2022.

Agenda 1: Observance of National/International Important Days

- The observance of important days such as Gandhi Jayanti, Abdul Kalam's Birthday, World Food Day, and National Ayurveda Day was organized. Lectures and competitions were conducted to commemorate these days, promoting awareness and understanding among students and staff.

Agenda 2: Promotion of Value-Based Education

- The Mega Blood Donation Day was organized on 10th October, by the NSS Units. Donor registration, medical support, and promotion, were coordinated to ensure a successful blood donation drive.

Agenda 3: Faculty Development Program

- A Faculty Development Program was organized for non teaching staff on 27.10.2022 with Sri. N. Surya Prakash, AO as the resource person.

Agenda 4: Uploading of Data in the AQAR

- All departments and concerned faculty members were instructed to compile and upload the necessary data in the AQAR as per the NAAC (National Assessment and Accreditation Council) guidelines.

The IQAC will continue to monitor the progress of these initiatives to ensure their successful execution.

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Report of Action Taken

IQAC Meeting No : 06

Date: 2nd November, 2022.

Agenda 1: Faculty Development Program for Teaching Staff

- A Faculty Development Program for teaching staff was organized on 02.11.2022, focusing on Operation of Teaching Learning Progression App with Smt.N.V. S. Sridevi Kella, TLP Coordinator.

Agenda 2: National Library Week

- National Library Week has been observed on 14th Nov. Activities and events such as book exhibitions, talks, and awareness campaigns have been conducted to celebrate the week.

Agenda 3: Timely Submission of Event Organized Reports

- All departments have been reminded of the importance of timely submission of reports after organizing events. A standard template has been circulated to all departments.

Agenda 4: Monitoring the Activities of All Cells

- A monitoring mechanism has been implemented to ensure that all cells are actively engaged in their designated activities. Regular updates and reports are being collected to track progress.

Agenda 5: Mid-Semester Examinations.

- The mid-semester examination scheduled from 21st November 2022 to 23rd November 2022 has been prepared and communicated to all departments. Necessary arrangements, including question paper setting and evaluation, are underway.

Agenda 6: Upload data in NIRF DCF

- The key parameters outlined by NIRF for evaluation and ranking purposes have been identified. The process of gathering comprehensive data across all parameters, ensuring accuracy, relevance, and completeness was initiated and resolved to be completed within stipulated timeline.

Agenda 7: Observance of National/International Important Days

- The observance of national and international important days is actively managed. The institution plans and organizes events, seminars, and activities to mark these significant days and create awareness among students and staff.

Agenda 8: Student Induction Program

- The Student Induction Program for first-year students was organized from 7-11-2022 to 1-12-2022. The program's schedule and content were finalized to introduce new students to the institution, academic policies, support services, and extracurricular opportunities.

The IQAC will continue to monitor the progress of these actions and ensure their successful implementation.


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Report of Action Taken

IQAC Meeting No : 07

Date: 2nd December, 2022.

The following actions were taken in response to the agenda items discussed during the IQAC meeting held on December 2, 2022.

Agenda 1:

- Mid-Semester Examinations for I and III Semester:
- Mid-semester examinations for I semester were successfully conducted from December 26th 2022 to December 28th 2022.
- Mid-semester examinations for III semester were conducted from December 9th 2022 to December 21st, 2022.
- The examination process was monitored, and arrangements were made to address any issues that arose during the conduct of the exams.

Agenda 2:

- Implementation of Long-term Internship for V Semester:
- The long-term internship for V semester was implemented as scheduled on December 5, 2022.
- All concerned mentors ensured that students were appropriately placed for their internships, and necessary follow-up actions were taken to monitor the progress of the internships.

Agenda 3:

- Organized Faculty Development Programs:
- Faculty development programs were successfully conducted as follows:
- Website Knowledge Transfer on December 2, 2022.
- Paper publications in UGC CARE list journals on December 12, 2022.
- The participation of teaching faculty was encouraging, and feedback from the participants was collected for future improvements.

Agenda 4:

- National Webinar on Advanced Nano Materials - Current Scenario:
- The National Webinar on Advanced Nano Materials was organized on 20th & 21st Dec 2022.
- The event witnessed active participation from both faculty and students.
- Feedback on the webinar content and speakers was collected for future reference.

Agenda 5:


- Integration of Indian Knowledge Systems through Observance of National/International/Commemorative Days
- World AIDS Day was observed by organizing Awareness rally and One million Blood Grouping Campaign by NCC & NSS units on Dec 1st , Digital Literacy Day was observed by Department of Computer Science on 2nd Dec 2022 , Dr. Ambedkar Vardhanthi on 6/12/2022, Human Rights Day by NSS on 12/12/2022, Potty SreeRamulu Vardhanthi by History and Tourism Department on 15/12/2022, Ramanujam Jayanthi celebrations were conducted on 22/12/2022 by Department of Mathematics, National Consumer Day by Consumer Club on 24-12-2022, Louis Pasteur Birth Anniversary celebrations by Centre for Applied Sciences on 27/12/2022.

Agenda 6:

- Co-Curricular and Extra-Curricular Activities:
- Various co-curricular and extra-curricular activities were executed as per the action plans of the departments/ committee/ cells.

The IQAC will continue to monitor the progress of the aforementioned actions and address any issues that may arise during the execution of the plans.


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Report of Action Taken

IQAC Meeting No : 08

Date: 3rd January, 2023.

Agenda 1 :

- Conduction of Practical examinations
- Examination committee was instructed to monitor the conduct of practical exams closely to maintain fairness, integrity, and transparency in the assessment process.

Agenda 2 :

- Completion of syllabus
- Sufficient resources, including faculty time, instructional materials, and support services were provided to facilitate the effective delivery of course content and syllabus coverage.

Agenda 3 :

- Awareness Program on Entrepreneurship for Students
- Collaborated with the Entrepreneurship Cell to organize an awareness program on Entrepreneurship and Innovation as Career Opportunities on 05-01-2023 to inspire and educate students about entrepreneurial skills and opportunities.

Agenda 4 :

- Job Mela Organized by JKC (03-01-2023):
- Coordinated with the Jawahar Knowledge Center (JKC) to facilitate the organization of a Job Mela on 03-01-2023. Promoted the event among students through various channels, including posters, social media, and announcements.

Agenda 5 :

- Freshers Day Celebrations
- Planned and executed vibrant Freshers Day celebrations to welcome new students to the college community on 09-01-2023. Organized cultural performances, games, and interactive sessions to engage freshmen and help them integrate into college life.

Agenda 6:

- Observance of National Voters Day (25-01-2023):
- Department of Commerce took the initiative to celebrate National Voters Day on 25-01-2023, emphasizing the importance of democratic participation. Conducted awareness sessions, quizzes, and competitions to educate students about their voting rights and responsibilities.

Agenda 7:


- Republic Day Celebrations (26-01-2023):
- Led by the Physical Education department, Republic Day celebrations were conducted with patriotic fervor and enthusiasm. Organized flag hoisting ceremony, cultural performances, and sports events to commemorate the occasion.

Agenda 8 :

- Faculty Development Program on Revised NAAC Accreditation Framework (30-01-2023):
- Organized a comprehensive Faculty Development Program to familiarize faculty members with the Revised NAAC Accreditation Framework on 30-01-2023. Provided resources and support to help faculty members understand and implement the revised framework effectively in their respective departments.

The IQAC will continue to monitor the progress of the aforementioned actions and address any issues that may arise during the execution of the plans.


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Report of Action Taken

IQAC Meeting No : 09

Date: 3rd March, 2023.

The following actions were taken in response to the agenda items discussed during the IQAC meeting held on March 2nd, 2023.

Agenda 1: Monitoring Continuous Internal Evaluation.

- Faculty members have been reminded to strictly adhere to evaluation guidelines.

Agenda 2: Conduction of Remedial Classes.

- Department heads have identified students in need of additional academic support and have scheduled remedial classes accordingly.
- Faculty members have been assigned to conduct these classes, focusing on addressing specific learning gaps identified among students.

Agenda 3: Celebration of International Women's Day.

- Poster presentation, essay competitions, gender awareness video and cultural programs highlighting gender equality and women's achievements have been organized successfully by the WEC.

Agenda 4: Commencement of Class Work for IV Semester.

- Class work for the IV Semester commenced as scheduled on 13-03-2023.
- Course materials and syllabi were prepared in advance by faculty members to facilitate a smooth transition into the new semester.

Agenda 5:- Conduction of Mid-Semester Examination for II Semester.


- The Mid-Semester Examination for the II Semester was conducted successfully from 16-3-2023 to 18-3-2023.
- Examination committees ensured the integrity and fairness of assessments, and no major issues were reported during the examination period.
- Results are being processed and will be communicated to students in a timely manner.

Agenda 6:- Evaluation of Long-term Internship.

- Faculty supervisors have evaluated student performance during the Long-term Internship period from 9-03-2023 to 11-03-2023.
- Feedback has been provided to students to help them identify areas for improvement and further develop their professional skills.
- Overall, the internship program was deemed successful, with students gaining valuable practical experience in their respective fields.

The IQAC will continue to monitor the progress of the aforementioned actions and address any issues that may arise during the execution of the plans.


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IQAC

2022-2023

Minutes of the Meeting

Meeting No. 10

IQAC Committee

Time : 4:00 P.M

The IQAC meeting was convened on 3rd April 2023 under the chairmanship of Principal, Dr. P. Surekha.

Agenda 1: Ugadi Celebrations

- The IQAC has resolved to organize Ugadi celebrations in a grand manner, fostering cultural unity and promoting traditional values among students and staff. The cultural committee comprising faculty members and student representatives was instructed to plan and execute the event efficiently.

Agenda 2: Competitive Guidance and PG Coaching.

- Recognizing the importance of providing guidance to final year students for competitive exams and postgraduate studies, the IQAC has resolved to initiate coaching programs. All the departments were instructed to conduct coaching sessions covering various competitive exams and PG entrance tests.

Agenda 3: Second Mid-Semester Exams

- It has been resolved to schedule the second mid-semester examinations for II semester and IV semester starting from the 19th of the current month. The examination timetable shall be prepared and circulated to all departments well in advance to ensure proper preparation by both students and faculty.

Agenda 4: Conduction of Practical Examinations.

- The practical examinations for II semester and IV semester students will be conducted as per the University schedule. Practical examination dates will be communicated to respective departments, and necessary arrangements will be made to facilitate smooth conduct of the exams.



Report of Action Taken

IQAC Meeting No : 10

Date: 3rd April, 2023.

The following actions were taken in response to the agenda items discussed during the IQAC meeting held on March 2nd, 2023.

Agenda 1: Ugadi Celebrations.

The Cultural Committee successfully organized Ugadi celebrations on April 3rd, 2023. The event was executed with enthusiasm, showcasing our college's cultural vibrancy. Various traditional performances and cultural activities, marked the occasion, fostering a sense of unity and festivity among students and staff.

Agenda 2: Competitive Guidance and PG Coaching.

All departments have conducted competitive guidance and postgraduate coaching sessions to final year students. These initiatives aimed to enhance students' competitiveness and preparedness for future academic pursuits.

Agenda 3: Second Mid-Sem Examinations.

The Second Mid-Semester Examinations for the II and IV semesters were conducted as per schedule. For the II semester, exams took place from April 24th to April 26th, 2023, while for the IV semester, they were held from April 19th to April 20th, 2023.

Agenda 4: Practical Examinations.

Practical examinations for II semester were scheduled from May 15th to May 18th, 2023, and for IV semester, from May 8th to May 14th, 2023. All the department Incharges were instructed to complete the process of record evaluation intime.


Agenda 5: Semester End Examinations.

The II Semester End Examinations were scheduled from May 23rd to June 6th, 2023. The syllabus completion was monitored.

The IQAC will continue to monitor the progress of the aforementioned actions and address any issues that may arise during the execution of the plans.



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