

# IDEAL COLLEGE OF ARTS & SCIENCES::KAKINADA

(A.P. Govt. Aided, Autonomous & NAAC B++)

## Minutes of the meeting and Action Taken Report

2016-2017

### Meeting – I

#### Meeting of IQAC dated 23.08.2016 and Action Taken

Minutes	Action Taken Report
1. Action Plan	1. Action plan is thoroughly discussed and guidelines were given to the staff.
2. Proposals for Student projects, field visits, guest lectures, seminars & other activities are confirmed with approximate dates	<ol style="list-style-type: none"><li>1. Smt Durga Bhai Desmukh's Birthday was celebrated on 15-7-2016. Smt. L.Seshukumari, INTACH Vice-President AIWC as key resource person. Competition in essay writing was conducted.</li><li>2. Women Empowerment Cell and Department of Library Science celebrated Indira Gandhi Jayanthi. In this connection Dr. K. Sailaja, Gynecologist and Dr. P. Chiranjeevini Kumari, Secretary &amp; Correspondent addressed the girl students on health tips on 19-11-2016.</li><li>3. Various committees were formed to conduct "Children's Day" festival on 14-11-2016. Various competitions were conducted among students from high schools and junior colleges.</li><li>4. Department of Library Science organized 49<sup>th</sup> National Library week on 17-11-2016.</li><li>5. Department of Commerce conducted a Debate among students on Demonetization of Rs. 500 &amp; 1000 notes on 18-11-2016.</li><li>6. Our NSS &amp; NCC units conducted the activities like Swatchh Bharat, a rally on Domalapai Dandayathra on 24-10-2016 and Vanam Manam</li></ol>

	<p>on 23.10.2016.</p> <p>7. III BZC students got 2<sup>nd</sup> prize in poster presentation at International workshop held on 20-11-2016 at A.S.D. Women's College, Kakinada.</p> <p>8. III B.Sc students sponsored food material for Handicapped children at Divili on 1-12-2016.</p>
3. Faculty encouraged to participate in Refresher courses, and for Publishing papers and Research work	<p>1. Submitted six Minor Research Project proposals to UGC by Five faculty members.</p> <p>2. Faculty members attended National workshop on 'Quality improvement in Higher Education' held at C.R. Reddy college, Eluru from 18 to 24 August 2016.</p>
4. Faculty Forum	<p>1. Faculty forum organized a lecture on "Organ donation" on 2-12-2016 addressed by Dr. M. Naga Prasanna, Department of Zoology.</p>
5. Result Analysis	<p>1. Result analysis of the previous examinations was done by respective departments.</p> <p>2. Remedial coaching classes were organized for the slow learners.</p> <p>3. Two students received Pratibha awards with Cash prize Rs.20,000/- and Tab from the hands of Honourable Chief Minister Sri Nara Chandrababu Naidu on 15-10-2016</p>

## Meeting – II

### Meeting of IQAC dated 03.12.2016 and Action Taken

Minutes	Action Taken
1. Action Plan	Action taken report was discussed and approved on 03-12-2016
2. Proposals for Student projects, field visits, guest lectures, seminars & other activities are confirmed with approximate dates	<ol style="list-style-type: none"><li>1. Department of Commerce organized a workshop on e-pass &amp; e-banking on 6-12-2016. With Sri. P. Bhaskar Rao, DGM, Zonal Manager, Kakinada as resource person.</li><li>2. On 25-1-2017 II B.Sc students sponsored food to Janavali Vrudhasramam at Gandhi Nagar.</li><li>3. Organized 2 day National seminar on 21&amp; 22 January, 2017 on Institutional Quality Maintenance and Improvement. Eminent persons like Prof. Karpaga Kumaravel, Former Vice-Chancellor, MK university, Madurai, Prof. N. Narasimha Rao, Registrar, Adikavi Nannayya University, Rajamahendravaram and Dr. Vijaya Nirmala, Asst. Dean, CDC, Adikavi Nannayya University were acted as resource persons.</li><li>4. Conducted ward counseling by the faculty members.</li></ol>
3. Preparation of students for campus recruitment	1. K. Vijaya Kumar III B.Sc.Computer Science was selected for Hinduja Global solutions at Bangalore.
4. Faculty Forum	1. Faculty forum conducted a lecture on Computer Banking on 5-12-2016 by Sri. Ch. Raghendran, Lecturer in Computer Science.
5. Feedback of the faculty	1. Feedback of the faculty was taken from the students on 16.02.2017 and the grads were intimated to the faculty.
6. Result Analysis	<ol style="list-style-type: none"><li>1. Result analysis of the previous examinations was done by respective departments.</li><li>2. Remedial coaching classes were conducted for the slow learners.</li></ol>
7. Faculty encouraged to	1. Ph.D was awarded to Sri S.V.V.L.G. Varma,

<p>participate in Refresher courses, and for Publishing papers and Research work</p>	<p>Lecturer in Physical Education on 06.02.2017.  2. Smt. M. Sulakshana, Lecturer in Botany, Kum. K. Priskilla, Lecturer in Telugu from our college attended three days National women Parliament at Vijayawada from 10 to 13<sup>th</sup> February 2017.  3. Sri.S.S.R.Murthy, Dr.S. V. V. G. A. Prasad, Department of Physics have attended 104<sup>th</sup> Indian Science Congress held at Tirupathi from 3-1-2017 to 7-1-2017.</p>
<p>8. Student Attendance</p>	<p>Review on regular attendance of the students</p>
<p>9. Student achievements</p>	<p>1. Mr. Charan Raju from II MPC was selected for National Integration camp held at Meghalaya.</p>