

## **First meeting of Internal Quality assurance cell for the year 2014 – 2015**

The Internal Quality assurance cell of Duvvuru Ramanamma Women's College Gudur , Nellore Dt., met on 16.06.2014 at 11 A.M. in the Conference hall at Duvvuru Ramanamma Women's College , Gudur , Nellore Dt., with Dr. Y.Syamamma Principal in Chair.

### **Agenda for Discussion :**

- Item No.1 : To Discuss the various activities to be undertaken
- Item No.2. : To review the annual academic plan
- Item No.3 : To discuss about the submission of LOI to NAAC for 3<sup>rd</sup> cycle  
Re - accreditation and constitute steering committee to prepare RAR.
- Item No.4 : To discuss on conducting V.S. University Inter – Collegiate Women  
Tournaments
- Item No.5 : To discuss the activities to be undertaken to enhance research culture.
- Item No.6 : Any other matter.

## **Minutes of the Meeting of the I.Q.A.C. of Duvvuru Ramanamma Women's College Gudur , Nellore Dt.,**

The meeting of Internal Quality assurance cell of Duvvuru Ramanamma Women's College Gudur , Nellore Dt., was held in the College Conference hall on 16.06.2014 at 11 A.M. The Principal of the College Dr. Y.Syamalamma extended welcome to all the members.

### **Members Present :**

- |                                      |             |
|--------------------------------------|-------------|
| 1. Dr. Y.Syamalamma<br>Principal     | Chairperson |
| 2. Dr.P.Kamala Sayi<br>Dept.of Hindi | Coordinator |

### **MEMBERS**

- |  |                               |
|--|-------------------------------|
| 3. Dr. M.Swarupa Rani  | Dept. of Economics            |
| 4. Dr. D. Revathi Devi   | Dept. of English              |
| 5. Dr. V. Bharatha Lakshmi   | Dept. of Commerce             |
| 6. Smt. M.Bhavani  | Dept. of Zoology              |
| 7. Dr.B.Yasodha  | Dept. of Physics              |
| 8. Smt. A. Lakshmi Kumari  | Office Superintendent         |
| 9. Sri.K.Venkateswarlu   | Store Keeper                  |
| 10.Dr. C.R. Reddy  | Secretary & Correspondent     |
| 11.Sri.G.D.Reddy   | Treasurer                     |
| 12.Sri.K.Muni Girish   | Stakeholder                   |
| 13.Sri.M.Vidya sagar   | Industrialist                 |
| 14.Dr.A.Sudarsanamma   | External Expert               |
| 15.E.Thejaswini,II M.B.A.  | Student representative( P.G.) |
| 16. B.Aruna,III M.C.S  | Student representative( U.G.) |
| 17. P.Madhuri , Alumni ( Proprietor, Madhuri matching Centre, Gudur)         |                               |
| 18. P.Siva Jyothi ,Alumni(Vice Principal, Green valley Public School, Gudur) |                               |

















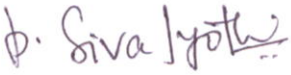
The members of I.Q.A.C. discussed the items in the agenda and passed the following resolutions

- It is resolved to Conduct various activities like seminars, workshops, orientation programmes, Refresher courses to enhance research culture among staff and students, with the help of U.G.C.,C.P.E funds.
- To improve infrastructure facilities in the laboratories and to establish smart class rooms.
- It is proposed to send the AQAR report for the year 2013-14 and the plan of action prepared by the Coordinator with the assistance of all the faculty members is approved and the same will be submitted to the director, NAAC, Bangalore.
- It is resolved to submit the LOI to NAAC for 3<sup>rd</sup> cycle of accreditation in the month of July .
- It is resolved to constitute steering committee for the preparation of RAR with the following members -

Chair Person	- Principal
NAAC Coordinator	- Dr. T. Radha Lakshmi
IQAC Coordinator	- Dr. P. Kamala Sayi
Curricular aspects	- Dr. M. Rachel Kumari
Teaching, Learning & Evaluation	- Dr. D. Revathi Devi
Research, Consultancy and extension	- Dr. M. Swarupa Rani
Infrastructure facilities	- Dr. P. Anuradha
Students support and progression	- Dr. V. Bharta Lakshmi
Governance, organization & Management	- Dr. B. Yasodha
Best practices	- Smt. Y. Hemalatha



- It is resolved to conduct V.S. University Inter collegiate tournaments in the month of September.
- It is resolved to request the faculty to attend seminars and present papers conducts by other institutions.

Name	Signature
1. Dr. Y.Syamalamma	
2. Dr.P.Kamala Sayi	
3. Dr. M.Swarupa Rani	
4. Dr. D. Revathi Devi	
5. Dr. V. Bharatha Lakshmi	
6. Smt. M.Bhavani	
7. Dr. B.Yasodha	
8. Smt. A. Lakshmi Kumari	
9. Sri.K.Venkateswarlu	
10. Dr. C.R. Reddy	
11. Sri.G.D.Reddy	
12. Sri.K.Muni Girish	
13. Sri.M.Vidya sagar	
14. E.Thejaswini,II M.B.A	
15. B.Aruna,III M.C.S	
16. B.Madhuri ,	
17. P.Siva Jyothi	

## **Second meeting of Internal Quality assurance cell for the year 2014 – 2015**

The Internal Quality assurance cell of Duvvuru Ramanamma Women's College Gudur , Nellore Dt., met on 12.9.2014 at 11 A.M. in the Conference hall at Duvvuru Ramanamma Women's College , Gudur , Nellore Dt., with Dr. D.Revathi Devi Principal in Chair.

### **Agenda for Discussion :**

#### **To discuss on**

- Item No.1 : The extension activities to be under taken
- Item No. 2 : On the budget estimated of finance committee
- Item No.3 : On the field visits
- Item No.4 : The plan of action to conduct V.S. University inter collegiate tournaments.
- Item No.5 : The add on programmes to be conducted by all the departments
- Item No. 6 : The Examination schedule
- Item No.7 : Any other

## **Minutes of the Meeting of the I.Q.A.C. of Duvvuru Ramanamma Women's College Gudur, Nellore Dt.,**

The meeting of Internal Quality assurance cell of Duvvuru Ramanamma Women's College Gudur , Nellore Dt., was held in the College Conference hall on 12.9.2014 at 11 A.M.

### **Members Present :**

- |                       |             |
|-----------------------|-------------|
| 1. Dr. D.Revathi Devi | Chairperson |
| Principal             |             |
| 2. Dr.P.Kamala Sayi   | Coordinator |
| Dept.of Hindi         |             |

### **MEMBERS**

- |  |                               |
|--|-------------------------------|
| 3. Dr. M.Swarupa Rani  | Dept. of Economics            |
| 4. Dr. V. Bharatha Lakshmi   | Dept. of Commerce             |
| 5. Smt. M.Bhavani  | Dept. of Zoology              |
| 6. Dr.B.Yasodha  | Dept. of Physics              |
| 7. Smt. A. Lakshmi Kumari  | Office Superintendent         |
| 8. Sri.K.Venkateswarlu   | Store Keeper                  |
| 9. Dr. C.R. Reddy  | Secretary & Correspondent     |
| 10. Sri.G.D.Reddy  | Treasurer                     |
| 11. Sri.K.Muni Girish  | Stakeholder                   |
| 12. Sri.M.Vidya sagar  | Industrialist                 |
| 13. E.Thejaswini,II M.B.A.   | Student representative( P.G.) |
| 14. B.Aruna,III M.C.S  | Student representative( U.G.) |
| 15. P.Madhuri , Alumni ( Proprietor. Madhuri matching Centre, Gudur) |                               |



It is resolved to conduct extension activities in the adopted girijan colony.

- It is resolved to distribute science kit in Saraswathi Sisu Mandir.
- It is resolved to approve budget estimates submitted by the finance committee for implementing the Autonomous.
- It is resolved to conduct field visits to enhance the knowledge of students. It is also resolved to request the dept. of Zoology to conduct field visit to Nelapattu bird sanctuary and Pulicat lake.
- It is resolved to request the commerce Dept. to take industrial visit to MAS Akshaya fabrics Pvt.Ltd.
- It is resolved to conduct V.S. University tournaments on 26<sup>th</sup> & 27<sup>th</sup> September and approve the plan of action prepared by Physical Directress.
- It is resolved to request the staff to continue add on programmes in every department.
- it is resolved to submit RAR in the month of December to NAAC. It is also resolved to request the steering committee to prepare the RAR with in stipulated time.
- It is resolved to conduct examinations for I, III & V Semesters in the month of November.
- It is resolved to request the commerce dept. to conduct, orientation programme in the month of December.
- It is resolved to conduct campus selections in the college premises.

**Name**

**Signature**

1. Dr. D.Revathi Devi
2. Dr.P.Kamala Sayi
3. Dr. M.Swarupa Rani

*D. Revathi*

*P. Kamala Sayi*

*M. Swarupa Rani*

4. Dr. V. Bharatha Lakshmi
5. Smt. M.Bhavani
6. Dr. B.Yasodha
7. Smt. A. Lakshmi Kumari .
8. Sri.K.Venkateswarlu
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14. B.Aruna,III M.C.S
15. B.Madhuri

V-TS thele

H. Bhavani  
K. Bhavani

A. Lakshmi Kumari  
K. Venkateswarlu

CR  
G.D. Reddy  
K. Muni Girish  
M. Vidya Sagar

E-Thejaswini

B. Aruna  
B. Madhuri.



## **Third meeting of Internal Quality assurance cell for the year 2014 – 2015**

The Internal Quality assurance cell of Duvvuru Ramanamma Women's College Gudur , Nellore Dt., met on 15.12.2014 at 11 A.M. in the Conference hall at Duvvuru Ramanamma Women's College , Gudur , Nellore Dt., with Dr. D.Revathi Devi Principal in Chair.

### **Agenda for Discussion :**

- Item No.1 : To Review the RAR
- Item No.2 : To improve infrastructure facilities
- Item No. 3 : To introduce Beautician certificate course
- Item No.4 : To conduct clean and green programme
- Item No.5 : To Review the carrier guidance and placement cell activities
- Item No.6 : To discuss the feedback mechanism
- Item No.7 : Any other

## **Minutes of the Meeting of the I.Q.A.C. of Duvvuru Ramanamma Women's College Gudur, Nellore Dt.,**

The meeting of Internal Quality assurance cell of Duvvuru Ramanamma Women's College Gudur , Nellore Dt., was held in the College Conference hall on 15.12.2014 at 11 A.M.

### **Members Present :**




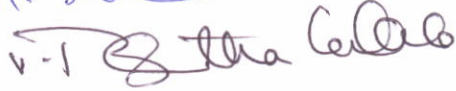


- |                       |             |
|-----------------------|-------------|
| 1. Dr. D.Revathi Devi | Chairperson |
| Principal             |             |
| 2. Dr.P.Kamala Sayi   | Coordinator |
| Dept.of Hindi         |             |

### **MEMBERS**

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| 3. Dr. M.Swarupa Rani  | Dept. of Economics            |
| 4. Dr. V. Bharatha Lakshmi   | Dept. of Commerce             |
| 5. Smt. M.Bhavani  | Dept. of Zoology              |
| 6. Dr.B.Yasodha  | Dept. of Physics              |
| 7. Smt. A. Lakshmi Kumari  | Office Superintendent         |
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| 11. Sri.K.Muni Girish  | Stakeholder                   |
| 12. Dr.A.Sudarsanamma  | External Expert               |
| 13. E.Thejaswini,II M.B.A.   | Student representative( P.G.) |
| 14. B.Aruna,III M.C.S  | Student representative( U.G.) |
| 15. P.Siva Jyothi ,Alumni (Vice Principal, Green valley Public School, Gudur |                               |

The members of I.Q.A.C. discussed the items in the agenda and passed the following resolutions

- Reviewed the Re – accreditation report prepared by the steering committee and it is resolved to submit RAR to the NAAC by the end of December.
- It is resolved to develop two Smart class rooms to develop innovative method of teaching.
- It is resolved to introduce Beautician as certificate course .
- It is resolved to conduct clean and green programme on 3<sup>rd</sup> Saturday of every month.
- Reviewed the activities of career guidance and placement cell. It is resolved to conduct more activities for the benefit of the students.
- Reviewed the feedback mechanism and it is resolved to continue the process in the future also.
- It is resolved to advice faculty to contribute more number of articles and present papers in the National and state seminars.
- It is also resolved to request faculty to take necessary steps to publish their articles.

Name	Signature
1. Dr. D.Revathi Devi	
2. Dr.P.Kamala Sayi	
3. Dr. M.Swarupa Rani	
4. Dr. V. Bharatha Lakshmi	
5. Smt. M.Bhavani	
6. Dr.B.Yasodha	



7. Smt. A. Lakshmi Kumari

A. Lakshmi Kumari

8. Sri.K.Venkateswarlu

K. Venkateswarlu

9. Dr. C.R. Reddy

CRK

10. Sri.G.D.Reddy

G.D.Reddy

11. Sri.K.Muni Girish

K. Muni Girish

12. Dr.A.Sudarsanamma

13. E.Thejaswini,II M.B.A.

E-Thejaswini

14. B.Aruna,III M.C.S

B. Aruna

15. P.Siva Jyothi ,Alumni

P. Siva Jyothi