



GOVERNMENT DEGREE COLLEGE, RAJAMPETA

(Affiliated to yogi vemana university, Kadapa)

(Re-accredited by NAAC with "B+" Grade in cycle - III)

Rajampet-516115



INTERNAL QUALITY ASSURANCE CELL [IQAC]

ACTION TAKEN REPORT 2023-2024

S. No	Criteria	Agenda	Proposed Plan of Action	Convener of the Strategic Committee /Coordinator for the activity	Action Taken
1	Criterion I – Curricular Aspects	1. Need based Curriculum Design & Development. 2. MOUs with expertise organisations. 3. Blend the teaching learning with online	Preparing Proposals for Community College by preparing need-based Courses with concerned industries collaboration. Preparing Programme outcomes, Programme specific outcomes and course outcomes of all the Programme offered by the Institution	IQAC/Academic Coordinator	POs, PSOs, and COs are prepared and posted in the website. Click Here for evidence. Click Here for information regarding MoUs. Click Here for evidence regarding Edx courses as a part of blended teaching-learning.

		4. Submission of Departmental annual Plans.	Departmental annual plan and Teaching plans (including Field trips, Seminars, Guest Lectures, extension activities etc.,) will be submitted to the Academic Coordinator by 1 st week of September to finalize the Institutional Annual Plan		Annual plans and all other are submitted. Click Here for evidence.
		5. CIA (Continuous Internal Assessment)	CIA – I in October 2 nd Week CIA – II in November 2 nd Week	Academic Coordinator	Click Here for evidence.
		6. Commencing of Add on course/Certificate course	It is mandatory to start a certificate/Add on course by each department	All Departmental incharges	Click Here for evidence.
		7. Student study project work/ Field trip	One field trip related to curriculum is mandatory at appropriate time determined by each department Student study projects on curriculum	All teaching staff	Click Here for evidence.
		8. Institution integrates cross cutting issues relevant to Gender	Gender Audit and relevant Gender sensitization programmes	Smt V.Parvati, Lecturer in Hindi	Click Here for evidence.
		9. Feedback System (Parents feedback on Institution, Students and Teachers feedback on Curriculum)	Parents meeting in the Month of October Students and Teachers Feedback on curriculum collected, analysed and necessary action taken and feedback made available on website by end of first quarter.	All Departmental incharges	Click Here for evidence.
2	Criterion II – Teaching, Learning and Evaluation	10. Catering to student's diversity	Induction programme to all I semester UG students Bridge course is to be organised for all I semester UG College Remedial classes timetable preparation and implementation for Slow learners Study Projects are designed and	1) Smt B.Sailaja, Lecturer in Chemistry 2) Sri N.B.Siva Rami Reddy, Lecturer in Physics 3) Sri N.Ramesh,	Click Here for evidence.

			executed for advanced learners by the respective departments.	Lecturer in Commerce 4) Dr.N.Chandra Mohan, Lecturer in Zoology 5) Smt Malati, Lecturer in Economics 6) Smt O. Geetha, Lecturer in Telugu	
		11. Enrichment of Teaching and Learning Process	Awareness on enhance experiential learning, participative learning, problem solving methodologies, ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc, to faculty. Inter Faculty Forum seminars on every third Friday of the month	Expertise faculties from the departments	Click Here for evidence.
		12. Mentors- Mentee Interaction Report based on • Attendance, • Performance (Curricular, co-curricular, Extracurricular activities) and • Attitude (Discipline, time management, healthy academic competition, positive attitude etc,.)	Ward in charges are instructed to conduct a interaction session with their respective ward students on scheduled date and submit the academic, stress related issues to academic coordinator	Department In charges/Ward in charges	Click Here for evidence.
3	Criterion III – Research, Consultancy	13. Research Policies	Research committee (along with external members) meeting in the <u>month of September</u> to formulate	1.Dr.L. Raja Mohan Reddy, Lecturer in Physics	Click Here for evidence.

	and Extension		Research policies, Consultancy Policies and Extension Policies.	2. Dr. B. Adinarayana, Lecturer in Botany	
		14. Eco system concerned Extension activities. (Activities are conducted before 10am and after 4 pm)	Eco-friendly Go Green Ganesha rally, Swatchha Kalasala – Campus cleaning Programmes Environmental Audit on Waste Management Gender issues AIDS Awareness Commence these activities by making MOU's with NGO's	NSS, NCC, YRC, WEC, RRC	NSS NCC WEC RRC
		15. Intellectual Property rights awareness programs	Encourage student's to participate such type programs	Dr.L. Raja Mohan Reddy, Lecturer in Physics	
		16. Awareness on Entrepreneur ship	Principles of Entrepreneur ship	Sri K. Venkata Narsaiah, Lecturer in Commerce	Click Here for evidence.
		17. MOU's, collaborations/linkages	Make MOU's, Collaborations/linkages according to the availability and needy of Apex and Pioneered organisations. Commence at least one activity in each semester	All Departments	Click Here for evidence.
4	Criterion IV – Infrastructure and Learning Resources	18. Optimum utilization of Infrastructure and Learning Resources	Infrastructure Audit in the month of September	1) Sri P. Naresh Behara, Lecturer in Computer Science 2) Sri C.Vijay Bhaskar, Lecturer in Physical Education	Click Here for evidence.
		19. Enhancing Digital library usage.	Registration of all the faculty for E- PG Pathasala and also subscription of e-Journals in Shodh Sindhu, INFLIBNET Student registrations in INFLIBNET	1. Smt V.Siva Lakshmi, Lecturer in Library Science 2. All Department in	Click Here for evidence.

			Organizing a Book Review in association with Dept. Of Telugu and English	charges	
5	Criterion V – Student Support and Progression	20. Jnana-Bhoomi Registrations for Scholarships.	I Semester UG students are to be applied for scholarships through proper channel	Sri D. Subba Rao, Junior Assistant	Click Here for evidence.
		21. F- MAP	F- MAP downloading and awareness on fee paying by app	1) Sri N.B. Siva Rami Reddy, Lecturer in Physics 2) Sri D. Subba Rao, Junior Assistant	Click Here for evidence. For video, Click Here
		22. E- Cgram app	Downloading and usage of grievance app	1) Dr. L. Raja Mohan Reddy, Lecturer in Physics 2) Sri C. Vijay Bhaskar, Lecturer in Physical education	Click Here for evidence.
		23. Online registration for Attendance	I year UG Students will be registered in Jnana bhoomi Syntizen app	1) Sri P. Naresh Behara Lecturer in Computer Science 2) Sri A. Anand Kumar Lecturer in Computer Application	Click Here for evidence.
		24. Guidance for competitive examinations	Competitive circle Time table is to be fixed and executed for various groups and Exams	1) Smt. V.Parvati Lecturer in Hindi 2) Sri NVS Narayana Rao, JKC Mentor	Click Here for evidence.
		25. Training in Soft-skill development	Through JKC Training will be given	1) Sri S. Chan Basha, Lecturer in English 2) Sri NVS Narayana	Click Here for evidence.

				Rao, JKC Mentor	
		26. Yoga and Meditation	Yoga and Meditation Classes are to be organised in the yoga hall as per schedule.	1) Sri C. Vijay Bhaskar, Lecturer in Physical Education 2) Dr.L. Raja Mohan Reddy, Lecturer in Physics	Click Here for evidence.
		27. ICT/Computing Skill's	Commence a certificate course on C Language to non computer students Encourage students to complete course through Excel R	Computer science and Computer application departments and all department Lecturers and incharges	Discussed with computer science department and resolved that there will be a certificate course on C language for noncomputer students during 2024-25
		28. Awareness on sexual harassmt and ragging	Awareness programmes on sexual harassmt and ragging will be organized in the <u>month of September & October</u>	Dr.K.Santi Latha Lecturer in Physics	
		29. Student Progression in higher education and placement of outgoing students	Information of Students Progression in higher education and placement of outgoing students is to be collected and complied report will be submitted to Academic Cell	All Department in charges & JKC Co Ordinator	Click Here for evidence of higher education details and Click Here for evidence of placement details.

		30. Encouraging students to participate Games & Sports and Cultural activities	Identifying the proactive students in Games & Sports and Cultural activities by second week of September and training will be initiated for them	Sri C. Vijay Bhaskar Lecturer in Physical education	Click Here for evidence.
		31. Career Counselling	Guidance to students on competitive examinations Counselling on career (Every fort night)	All department in charges	Click Here for evidence.
		32. Encouraging Student Participation in academic & administrative bodies/committees of the institution.	Class Representatives, Student Representatives for academic & administrative bodies/committees of the institution are identified and nominated by the IInd week of July	All Dept incharges	Click Here for evidence.
		33. Alumni meet	I st Alumni meet will be organised in the month of September. Alumni feedback and Alumni association audited statement for the academic year 2022-23 will be recorded.	1) Sri. N.S. Hanumantha Rao, Lecturer in Chemistry 2) Sri N. Ramesh Lecturer in Commerce	Click Here for evidence.
6	Criterion VI – Governance and Leadership	34. Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR 2023-24)	Two review Internal meetings with Lecturer In charges will be organised by IQAC (I in 4 th week of September – II – 3 rd week of November) to execute the quality assurance initiatives of the institution.	IQAC Coordinator	Click Here for evidence.
		35. Teaching faculty empowerment strategies	Every faculty need to complete at least one SWAYAM course	All faculty	Click Here for evidence.
		36. Deployment documents on the website.	Information regarding Academics, Administration, and Research and Extension activities of the institution are updated regularly in the website.	1) Sri P. Naresh Behara, Lecturer in Computer Science 2) Sri N.B Siva Rami Reddy, Lecturer in Physics	Deployed
7	Criterion VII – Institutional	37. Organization of gender equity promotion Programmes	Every month One programme is organized by WEC	Smt V. Parvathi Lecturer in Hindi	Click Here for evidence.

	Innovations and Best Practices				
		38. Improving Environmental Consciousness	Green audit is conducted to sustain the biodiversity Awareness Programme on plastic free campus Tree Plantation	1) Department of Botany 2) Department of Chemistry 3) NSS/NCC/Eco Club/Health Club	Click Here for evidence.

M. Jayash

Co-ordinator

B. Purushotham
PRINCIPAL
Govt. Degree College,
RAJAMPET - 516115, Y.S.R. (Dist.)

Principal








Members