



S.R.R. & C.V.R. GOVT. DEGREE COLLEGE

Autonomous & ISO900: 2015 Certified Institution,
NIRF -2020 ranked 101-150 band and NIRF - 2019: 151-200 rank band Institution
NAAC accredited with 'B+' Grade

Machavaram, VIJAYAWADA - 520 004. Krishna District.

Cell : 9440630271 Ph : 0866-2430060, Fax : 0866-2441092, www.srrcvr.org, srrandcvr@gmail.com



Dr. Illa Ravi, Principal (FAC)
M.A(Phil.), M.Phil., Ph.D

Date

IQAC MEETING DATED 31-10-2020 (D)

IQAC meeting was held under the chairmanship of Dr Illa Ravi , Principal on 31-10-2020 at 10-30 am in mini conference hall with all the staff members to discuss agenda points and present and pass the following resolutions unanimously.

AGENDA POINTS:

1. Starting of offline classes after covid relaxations.
2. Conduct of Examinations and declaration of results.
3. Commencement of classes after completion of semester end exams
4. Formation of Committee to monitor smooth conduct of online and offline classes
5. Usage of LMS videos in online classes
6. Committee for Time table preparation
7. Documentation of Departmental activities
8. Updating the college website.
9. Conduct of Board of studies for new syllabus
10. Calculation of Workload
11. Recruitment of Guest faculty
12. Discussion on I year admissions.

Discussion points:

1. Discussed tentative date to conduct online classes from college premises using Digital class rooms, Virtual class rooms, Laptops, maintaining better internet connectivity in whole campus.
2. Discussed about smooth conduct of Sixth semester exams and release of VI semester results and backlog results.
3. Discussed adjustment of college timings while IV Semester exams are going on.
4. Discussed about the website structure and design.


5. Reviewed about departmental activities and conduct of online classes under covid conditions.
6. Discussed about inclusion of internships in undergraduate programs according to new education policy.
7. Discussed that notification date for I year admissions and instructed that APSCHE will be conducting online admissions. The process commences on November 2 and closed on November 30, 2020.

Resolutions:

1. It is resolved to conduct academic year 2020-21 from college from November 2, 2020 in online mode. Resolved to use LMS videos for online teaching.
2. Resolved to conduct classes for III semester in blended mode while exams are going on.
3. It is resolved to conduct offline classes from December 2, 2020 for all years.
4. It is resolved to appoint Class work monitoring committee under the headship of the Vice Principal Dr Suseela Rao.
5. Resolved to conduct 27 courses during the year 2020-21.
6. Resolved to form Time table committee to frame the time table to accommodate all the courses.
7. Resolved to appoint Guest faculty from December 1, 2020 onwards.
8. Resolved to document departmental activities and maintain related registers.
9. Resolved to update the website to dynamic website.
10. It is resolved to initiate the process of forming BOS committees and frame syllabus according new syllabus.
11. It is resolved to include the internship module in BOS.
12. It is resolved to calculate work load and frame the timetable.
13. Resolved to conduct exams for IV and I Semester examinations for previous batches.
14. Resolved to sanitize whole college before commencement of classes.
15. Resolved to complete the affiliation process of college.



IQAC COORDINATOR



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IQAC CHAIRMAN



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Dr. Illa Ravi, Principal (FAC)
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Date

IQAC MEETING DATED 16-11-2020 (D)

IQAC meeting was held under the chairmanship of Dr Illa Ravi , Principal on 16-11-2020 at 12-40 pm in mini conference hall with all the staff council members to discuss agenda points and present and pass the following resolutions unanimously.

AGENDA:

Conduct of Board of studies for the academic year 2020-21.

Discussion points:

1. Previous year standing rules and BOS members will be continued for present year.
2. Coverage of syllabus in view of COVID-19 conditions is discussed.
3. In the absence of specific nominees from University, it is discussed to conduct BOS with previous year nominees.
4. Discussed about the technical assistance for online classes.

RESOLUTIONS:

1. Resolved to conduct BOS in online/ offline mode in accordance with departments convenience.
2. Resolved that BOS can be completed with 2/3 members of the quorum.
3. It is resolved to complete 70% of existing or framed syllabus can be taken for examination due to COVID-19 conditions and the same resolution must be incorporated in BOS minutes with chair permission.
4. Resolved to conduct BOS for I and II semesters and can be slightly modified for III and V semesters with permission from Principal and Controller of examinations.
5. Resolve to engage Lab assistant for online classes from this month and draw the remuneration from CPDC funds on par with standing conditions.
6. It is resolved to conduct World Fisheries day on 21-11-2020.
7. Resolved to conduct world Aids day on 1-12-2020 by NSS units of the college.

ACTION TAKEN REPORT: (31-10-2020 meeting)

1. Sanitation of college conducted regularly from 2-11-2020.

2. Classwork monitoring committee is formed and started their work.
3. Time table committee is formed.
4. Classes are being conducted in blended mode.
5. Affiliation committee from Krishna University visited college on 9-11-2020.



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Dr. Illa Ravi, Principal (FAC)
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Date

IQAC MEETING DATED 18-11-2020(D)

1

S.R.R. & C.V.R. Govt. Degree College (A), Vijayawada, Krishna Dt, A. P.
Resolutions of Staff Council

Agenda: Board of Studies (B. O. S.) Meetings : : A. Y. 2020- 2021

Present: Dr. Illa Ravi, Principal.

Date: 18- 11- 2020.

The Staff Council met on 18- 11- 2020 at 12- 40 PM in the Chairmanship of Dr. Illa Ravi, Principal, SRR & CVR G D C (A), Vijayawada. The following plans of action are discussed and resolved. The Staff Council resolved to:

1. To hold B O S Meetings for I and II Semesters, as per APSCHE Rules, and standing instructions, within a week, i.e., before 24- 11- 2020. During the unprecedented, existing consequences of COVID 19, the B O S of Semester II is also planned before hand now as the Academic calendar is disturbed, which led to this 2nd Semester's BOS also at this point of time. The departments can have B O S for III and V Semesters if they need, with 20 % adopted changes with the discretion of the Principal and Controller of Examinations (C O E).
2. To Record and Document the minutes of Department's B O S Specific Resolutions by conducting the B O S Meetings Online / Offline / Blended mode. To that extent, please reserve Meeting pass codes contacting IQAC for Google Meet.
3. To adopt APSCHE's Syllabus for the Subjects of all U. G. Courses given with any modifications, changes to the extent of 20 % . To retain Broader Unit Topics as they are, and only modifying the Sub Topics by 20 %.
4. To follow 3 hours time slot for Examinations as per the Governing Body's resolutions raising the previous time slot of 2 1/2 hrs to 3 hours. The Autonomous Question Paper Pattern 60 Marks for Theory Examination and 40 Marks for Internal Assessment is retained as it is.
5. To nominate the In- charge of Skill Development Courses (S D Cs) Mrs. G. Karuna Sri, Lecturer, Department of Commerce. The In- charge will further constitute the Members to facilitate, execute, implement the S D Cs successfully in Second Semester.
6. To nominate the In- charge of Life Skills Programmes, Mrs. V. Aruna Kumari, Lecturer, Department of English. The In- charge will further constitute the Members to facilitate, execute, implement the S D Cs successfully in the First Semester.

7. The In- charges are nominated as follows:

S No	Department	Name of the In- charge
1	B. VOC Degree	Dr. G. V. Swaroop Singh, Lecturer in Chemistry and the Team.
2	Data Science.	Mrs. P. Sailaja, Lecturer in Electronics.
3	Food Technology.	Mrs. S. V. Tahaseen, Lecturer in Bio Chemistry.
4	Computer Science & Computer Applications.	Sri T. V. Rambabu, Lecturer in Physics.
5	Psychology.	Sri M. Padmanabham, Lecturer in Public Administration.
6	Journalism.	Mrs. M. S. K. Krishna Jyothi, Lecturer in History.
7	Philosophy.	Sri M. Padmanabham, Lecturer in Public Administration.
8	Mathematics & Statistics	Mrs. K. V. Naga Lakshmi, Lecturer in Mathematics.
9	Micro Biology & Botany.	Mrs. D. Jyothi, Lecturer in Micro Biology.
10	Sociology	Mrs. B. S. Suneetha, Lecturer in Sociology (Contract Fac).
11	Urdu & Sanskrit.	Dr. K. Bala Krishna, Lecturer in Telugu.
12	Life Skills (I Sem) II Sem	Mrs. V. Aruna Kumari, Lecturer in English.
13	Skill Dev Courses II Sem I Sem	Mrs. G. Karuna Sri, Lecturer in Commerce.

8. To follow the Credits, Work load per week, Internals Break up, according to the Standing Instructions, APSCH's Guidelines, Governing Body's Resolutions and Examination Department's Instructions.

9. To take Department's Resolution to the extent of preparation of Question Paper by Offline or Online by way of M C Qs, as per the directions of the Principal and C O E, Examination Department, in case the COVID 19 doesn't subside at the time of the Semester End Examinations. The M C Qs pattern will be announced by the Examination Department.

10. The groups such as AZC, Anthropology and Public Policy, etc., can have B O S of further Semesters since they completed B O S for only I and II Semesters.

11. To emphasize the study of Text by the Students viz., An Article, Chapter, Text Book, a Reference Book, etc...As such in Syllabus the text reference has to be quoted immediately next to the Topic as below: This is in addition to the Bibliography.

L. Kameswari

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IQAC CHAIRMAN



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Date

IQAC MEETING DATED 25-11-2020

Under the chairmanship of Dr Illa Ravi , Principal SRR & CVR Government Degree College (A), Vijayawada , members of IQAC constituted on 19-11-2020 in the Principal chambers.

Agenda:

- 1.Status of College activities till date for upcoming NAAC
- 2.Review on recommendations of previous NAAC cycle
3. Academic development of students

Discussion points:

1. Discussed about the college activities taken up till date which will be helpful in attaining better NAAC grade. All the members of IQAC have given inputs on it.
2. Recommendations of previous NAAC cycle are thoroughly discussed.

Resolutions:

1. Resolved to review and consolidate the college activities year wise for upcoming NAAC submission.
2. Resolved to concentrate on the Academic development of students.
3. Resolved to make JKC training compulsory for all the students.

L. Kameswari

IQAC COORDINATOR

K. Ravi
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Dr. Illa Ravi, Principal (FAC)
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Date

IQAC MEETING DATED 01-12-2020

IQAC meeting was held under the chairmanship of Dr Illa Ravi , Principal on 01-12-2020 at 11-30 am in mini conference hall with all the staff council members to discuss agenda points and present and pass the following resolutions unanimously.

AGENDA:

1. Appointment of Guest faculty
2. Starting of offline classes according to CCE instructions

DISCUSSION POINTS:

1. Discussed the workload in different departments and needed Guest faculty
2. Discussed about the strength of students to be allowed to the college.

RESOLUTIONS:

1. Resolved to appoint Guest faculty in vacant posts.
2. Resolved to appoint Guest faculty in computer science department to promote the state of art computer skills in the students.
3. Resolved to allow 1/3 of student strength for offline classes and 1/3 of students for online classes according to Covid norms prescribed.
4. Congratulated M. Narismham who got selected for Republic day parade on 26-01-2021.

ACTION TAKEN REPORT:

1. World Fisheries Day is conducted on 21-11-2020.

L. Kameswari

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Dr. Illa Ravi, Principal (FAC)
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Date

IQAC MEETING DATED 07-12-2020

IQAC meeting was held under the chairmanship of Dr Illa Ravi , Principal on 07-12-2020 at 12-30 pm in mini conference hall with all the staff council members to discuss agenda points and present and pass the following resolutions unanimously.

AGENDA :

1. Autonomy of Post graduate departments
2. Criteria for Guest faculty appointment and training
3. Quality check in the departments by In-charges of the department
4. Appointment of Admission committee
5. Identity cards for students

DISCUSSION POINTS:

1. Appreciated the efforts of Dr V Neeraja, Lecturer in Chemistry as Executive Council member of Krishna University in according permission for Autonomous status for Post graduate courses of the college.
2. Discussed the quality measures to be taken to improve academic activities in the departments by Head of the departments.
3. Discussed about the qualifications criteria, teaching capability for appointing Guest faculty.

RESOLUTIONS:

1. It is resolved that In charge of the departments should monitor quality instruction in respective departments.
2. Resolved to form "Schools of Discipline" in forth coming year.
3. Resolved to appoint Guest faculty against vacant posts.
4. Resolved to conduct induction program for newly appointed Guest faculty.
5. Resolved to conduct counselling and Bridge course for students willing to join in the college in first year under graduation.
6. It is resolved to form admission committee for all courses with each department being incharge of one Programme.



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Dr. Illa Ravi, Principal (FAC)
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Date

IQAC MEETING DATED 23-01-2021

IQAC meeting was held under the chairmanship of Dr Illa Ravi , Principal on 23-01-2021 at 11-30 am in mini conference hall with all the staff council members to discuss agenda points and present and pass the following resolutions unanimously.

AGENDA:

1. Issue of Identity cards to newly joined students and maintenance of Discipline.
2. Forming LMS material for Life skills and Skill development courses.

DISCUSSION POINTS:

1. Principal Dr Illa Ravi and staff Council appreciated the efforts of admission committee in smooth conduct of admission of first year students.

RESOLUTIONS:

1. It is resolved to stabilize regular academic work and maintain discipline in the college.
 2. It is resolved to form Identity card coordinating committee.
 3. It is resolved to issue identity cards to students by 31, January 2021 to all students.
 4. It is resolved to implement timetable and minimize the movement of students during class hours and monitor the discipline.
 5. It is resolved to complete content generation for LMS modules by LMS coordinators by 28 February 2021 as per CCE's instructions.
 6. It is resolved that departments will enter into functional MOU's with neighbouring colleges for Student exchange and Faculty exchange program.
 7. Resolved to conduct National voters day, Republic day Gandhiji Vardhanthi in this month.
- Resolved to send some of our faculty for training on content development (LMS) on Life skill courses and Skill development courses.


ACTION TAKEN:

1. Formed Admission committee.
2. Appointed Guest faculty against vacant posts for smoothing running of classes.
3. Mathematics department conducted Guest Lecture, Elocution competitions on Mathematics day.

4. College calendar is released on 1-12-2021 by CCE.
5. Issued identity cards to students by 31-12-2020.
6. Guest Lectures are arranged by Chemistry department.
7. National Youth day is celebrated on 12-01-2021.
8. Help line center is established in the college campus for online admissions in the second week of January.



IQAC COORDINATOR



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IQAC CHAIRMAN



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Dr. Illa Ravi, Principal (FAC)
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Date

IQAC MEETING DATED 26-01-2021

IQAC meeting was held under the chairmanship of Dr Illa Ravi , Principal on 26-01-2021 at 10-20 am in mini conference hall with all the staff members to discuss agenda points and present and pass the following resolutions unanimously.

AGENDA :

1. Review of CCE' s visit on 25-01-2021
2. Improvement of student attendance for offline classes of II and III years
3. Minor repairs for classrooms and corridors.
4. Academic quality measures.

DISCUSSION POINTS:

1. Discussed about CCE's visit to college on 25-01-2021.
3. Appreciated the efforts of admission committee in completing online admissions. Till date 700 admissions are completed.
4. Discussed about measures to improve attendance of II and III year students by monitoring the Biometric attendance.

RESOLUTIONS:


1. Resolved to issue identity cards through group counsellor.
2. Resolved to monitor student attendance . Resolved to observe the progression of students through there performance in Internals .
3. Resolved to do minor repairs for classrooms and corridors according to the suggestions of CCE.
4. Resolved to improve the English communication skills of the students to meet the present day demands of the world.
5. Resolved to preparation of PG timetable and accommodation of the classes by Dr M Syam Babu and Dr V Neeraja.

ACTION TAKEN REPORT:

1. National voters day and Republic day are celebrated. 2.Minor repairs in class rooms and corridors are done.

L. Kameswari

IQAC COORDINATOR


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Dr. Illa Ravi, Principal (FAC)
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Date

IQAC MEETING DATED 25-02-2021

Under the chairmanship of Dr Illa Ravi , Principal SRR & CVR Government Degree College (A), Vijayawada , members of IQAC met in mini-conference hall .

Agenda:

1. Data to be furnished for submission of NIRF 2020-21

Discussion Points:

1. The data required for submission of NIRF is elaborated by NIRF coordinator Sri TV Rambabu.
2. Discussed about the Publications in National and International Journals available with the departments.

Resolutions: It is resolved-

1. To collect the Journal publications of the faculty during the years 2019-20 and 2020-21.
2. Dr K Bala Krishna, Lecturer in Telugu will be in-charge for the data collection from Arts dept.
3. Dr D Rajya Lakshmi will be in-charge for the data collection from Language depts.
4. Dr M Syam Babu will be in-charge for the data collection from Commerce dept.
5. Dr V Neeraja will be in-charge for the data collection from Science depts.
6. It is resolved to submit the NIRF report in time by NIRF coordinator Sri TV Rambabu.

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IQAC COORDINATOR

K. Ravi
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Dr. Illa Ravi, Principal (FAC)
M.A(Phil.), M.Phil., Ph.D

Date

IQAC MEETING DATED 01-03-2021

Members of IQAC and Staff Council members convened in mini conference hall under the chairmanship of Dr Illa Ravi, Principal of the College to discuss and chalk out the plan for upcoming accreditation by NAAC committee.

Agenda :

1. Plan of action to prepare records needed for NAAC assessment in revised NAAC format
2. Sensitize the students about NAAC activities.
3. Collection of feedback from Stake holders
4. IT support for IQAC
5. Preparation of draft SSR
6. Formation of subcommittees for seven Criteria of NAAC
7. Plan to Conduct series of meeting to Staff Council and IQAC members on revised format of NAAC Criteria

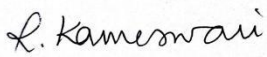
Discussion points:

1. Discussed about awareness about NAAC among the students and decided to involve the students in NAAC draft preparation.
2. Discussed the method of information flow from departments to IQAC
3. Discussed about the time lines for NAAC and Autonomy.

Resolutions: It is resolved that:

1. Department in-charges have to hold departmental meetings and sensitize the staff of the department for upcoming NAAC. Departments in turn have to sensitize the students.
2. Academic Council and IQAC team should work in coordination for NAAC
3. Department in-charges should get ready with additional inputs, changes in Syllabus, semester plan to improve college performance for all seven NAAC criteria.
4. Department in-charges update their Departmental profile, individual profiles and student profiles from 2016-17 onwards.
5. Department in-charges should collect Curricular feedback, student feedback, and other stake holder's feedback.
6. Group counsellors should collect student data for all three years for Student satisfaction survey.
7. GDC, RJY will be the mentoring college for our college for upcoming NAAC submission.

8. Preparation for NAAC is time bound activity and rough SSR should be prepared by end of 2021.
9. Heads for different Criteria are marked from IQAC team members. Criterion heads have formed subcommittees to fulfil the requirements of seven Criteria.
10. Series of meetings will be held for Staff Council members and IQAC members from 7 th April to 15 th April on different Criteria by the Criterion in charges.
11. IQAC and NAAC Core committee with Dr R Kameswari, Dr DSVSB Subrahmanyam, Dr M Koteswara Rao, Dr M Syam Babu , Sri TV Rambabu will be coordinating with the Principal for upcoming NAAC submission.
12. Criterion heads will be posting templates of data to be collected in IQAC whats app group. Departmental heads should complete the templates with data and upload it to srrnaac@gmail.com along with documentation.



IQAC COORDINATOR



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Date

IQAC MEETING DATED 17-03-2021

IQAC meeting was held under the chairmanship of Dr Illa Ravi , Principal on 17-03-2021 at 3-00 pm in mini conference hall with staff council members to discuss agenda points and present and pass the following resolutions unanimously.

AGENDA:

1. Academic council meeting
2. Constitution of Academic council committees
3. Question paper model for Life skill and Skill development courses
4. Remunerations for BOS

DISCUSSION POINTS:

1. Discussed about the tentative date for Academic council.
2. Discussed about the marks distribution and model paper for LSC, SDC courses
3. Recommended to prepare BOS bills according to previous formats and submit after completion of BOS for approval and payments.
4. As per the letter from Krishna University dated 22-02-2021, three members are nominated as University representatives for a period of 3 years, Prof V Venkata Ramu, Dr M Koteswara Rao, Dr M Suseela.
5. Informed that Industrial expert, Educationist, Commercial enterprise representative, Expert in law will be part of Academic council.

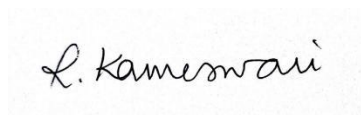
RESOLUTIONS:

1. It is resolved to conduct Academic Council meeting on 22-03-2021 and same to be informed to Council members and acceptance has to be taken.
2. Resolved to make ready BOS related files and Registers for Academic Council meeting.
3. It is resolved to have uniform model paper for all Life skill courses and Skill development courses.
4. Model paper consists of 10 choice questions out of which 5 questions can be answered with weight age of 10 Marks each.
5. Resolved to submit Department time tables and individual time tables to Principals chair.


6. Resolved to complete admission process of First year students in collaboration with office and staff.
7. Remunerations for University representatives, Subject experts , Industrial experts for offline presence and online presence are decided.
8. Resolved to meet the expenses of Academic council meeting can be met from UGC interest/ UGC Autonomous funds/College funds.

ACTION TAKEN REPORT:

1. College timings changed to 10 am to 5 pm from 15-02-2021.
2. Furniture is repaired and remodeled.
3. National Science day on 26-02-2021, Awareness program on Drugs by NSS on 26-02-2021, Awareness on RTI act on 06-03-2021, Best practice Lab to School by Botany dept on 27-02-2021, Blood grouping and blood donation by NSS 17-03-2021 are conducted.



IQAC COORDINATOR



PRINCIPAL (R&A)
SRR & CVR GOVT. DEGREE COLLEGE
(Autonomus)
Machavaram, VIJAYAWADA-520 004.

IQAC CHAIRMAN