



St. Pious X Degree & PG College for Women

Snehapuri Colony, Nacharam, Hyderabad – 500076

(Affiliated to Osmania University)

IQAC MINUTES OF THE MEETINGS

2018-19

IQAC members in the academic year 2018-19

1. Sr. B. Velangini Kumari– Principal & Chairperson
2. Dr.S.Sreedevi (Coordinator) – HoD, Dept. of Microbiology
3. Dr.R.Komala (Co- Cordinator) – HoD, Dept. of Physics
4. Dr. Annie Sunil – Campus Coordinator, Dept. of English
5. Prof. Pardasaradhi – Dept. of MBA
6. Mrs. Malathi – HoD, Dept. of Political Science
7. Dr. K. Vindhya Vasini Roy –Dept. of Microbiology
8. Dr. Mala Das Sharma –HoD, Dept. of Chemistry
9. Mrs. Grace Beena Paul –HOD, Dept. of Zoology
10. Mrs. Sandhya Sree – HOD, Dept. of Computer Science
11. Mrs. Naga Laxmi – HoD, Dept. of Commerce
12. Mrs. Monoshri – HoD, Dept. of English
13. Mrs. P.Soumya Sree- Dept. of Computer Science
14. Mrs. Vanisree – HoD, Dept. of Biochemistry
15. Prof. M. Lakshmipathi Rao – External Expert
16. Mrs.Sagarika – Administration
17. Ms. KrishanaPriya - Alumni
18. Ms.Anushka Arvind - II B.Sc. (BCMC)
19. Ms.Architha - II MBA

Minutes of the IQAC meetings held during 2018-19

Date	Agenda	Action Taken Report
Meeting - 1 Date : 26-6-18	1. To give clarifications as part of DVV verification process by NAAC 2.To take measures for the drafting of Handbook 3. To organize an orientation program for the staff on criteria of NAAC and process	Sixteen deviations from extended profile and 79 from metrics level were clarified as responses as per the NAAC requirement by all the criterion coordinators. Handbook was drafted after finalizing the almanac of the year in consultation with HoDs and printed books were distributed to the faculty and students. FDP for the staff was conducted on 7 June , 2019
Meeting- 2 Date : 23-8-2018	1.To Discuss on NAAC Peer team visit scheduled on 24 & 25 of September, 2019	The staff members, students and other stakeholders were oriented about the schedule of the NAAC Peer team visit. All the proofs, documentation and records were updated within the departments and kept ready for the visit.
Meeting- 3 Date : 3-10-2018	1. To review on the successful completion of NAAC Peer team visit. 2. To preserve the documents of NAAC second cycle 3. Submission of AQAR 17-18	Principal Sister on behalf of management congratulated the IQAC members for the good team work and successful completion of NAAC peer team visit. All criterion coordinators were asked to preserve all the documents submitted for SSR and NAAC peer team visit. They submitted to IQAC Coordinator which were stored in Board room. All the criteria coordinators collected information and required data for filling AQAR 17-18 and it successfully uploaded in December, 2018.

<p>Meeting -4 Date : 16-1-2019</p>	<p>1. Appointment of the new IQAC Coordinator</p> <p>2. To reframe the composition of IQAC</p> <p>3. To discuss the filling of AQAR of 2018-19</p> <p>4. To organize a Workshop on revised AQAR format.</p> <p>5. To plan for the Silver Jubilee Celebrations</p>	<p>Dr.S.Sreedevi, Head Department of Microbiology was appointed unanimously as the new Coordinator of IQAC after a rigorous discussion with the members of the IQAC and as per the suggestions given by the Management and the senior faculty</p> <p>Realizing the expectations and needs of the college towards more Efficient functioning, the composition of the various Criteria were reframed.</p> <p>New online format of AQAR was discussed</p> <p>The IQAC applied for sponsorship for the workshop on online AQAR to various Government bodies.</p> <p>Several committees were formed for the Silver Jubilee Celebrations for the successful conducting of the event</p>
<p>Meeting -5 Date : 26-2-2019</p>	<p>1. Plan for the National Seminar and prepare a tentative schedule of the seminar</p> <p>2. Allotment of the duties / responsibilities to the IQAC members for the national seminar</p>	<p>National Seminar on “Online AQAR: An ICT Integrated Approach for Quality Culture in HEIs” was organized in collaboration with CCE, Govt. of Telangana on 9TH March, 2019. Dr.Ganesh Hegde, Chief Advisor to NAAC, Bangalore was the resource person</p> <p>Dr.S.Sreedevi, Coordinator ,IQAC in consent with the Chairperson allotted the responsibilities to all the members as below:</p> <p>Banner and Certificates- Mrs.Sandhyasree and Mrs.Monoshree</p> <p>Registration & Feedback- Mrs.Pritha Ghosh and Mrs.Latha</p> <p>Invitation & Publicity- Dr.Komala and Dr.Sreedevi</p>

		<p>Prayer- Dr.GraceBeena Paul Hosting - Ms.C.Vanisree & Mrs.Soumya Hospitality- Mrs.Malathi, Dr.Annie Sunil and Dr.Mala Das Sharma</p> <p>Panel Discussion- Mrs.Nagalaxmi and Mrs.Geetha</p> <p>Press- Prof. Pardasaradhi and Dr.Vindhya Roy</p>
<p>Meeting -6 Date : 16-3-2019</p>	<p>1. Plan for the State Level Workshop and prepare a tentative schedule</p>	<p>A State Level Workshop titled Mentoring the Mentors on Revised AQAR Format “was organized on 27th March , 2019 by the IQAC, Considering the proposal made by the Commissionerate of the Collegiate Education for conducting a statelevel workshop exclusively for the teaching fraternity of the Government Institutions.</p>
<p>Meeting -7 Date : 01-5-2019</p>	<p>1. Planning the Almanac for academic year 2019-20</p>	<p>The Heads of the all the Departments proposed various activities for the year 2019-20. The tentative Almanac was framed considering the suggestions and opinions of all the members.</p> <p>IQAC planned for three day FDP after the Reopening of the college in June-19</p>

NAME: DR. S.SREEDEVI

NAME: SR. B.VELANGINI

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC