



Ch. S. D. St. Theresa's College for Women (Autonomous), Eluru-534003,
West Godavari District, Andhra Pradesh
College with Potential for Excellence
Thrice Accredited by NAAC with 'A+' Grade (3.56/4)



Internal Quality Assurance Cell (IQAC)
Minutes of the Meeting held on 13th June, 2019

Agenda:

1. Prayer
2. Induction of new members
3. Sharing details of the meeting in CCE office
4. Allocation of work
5. Instructions by the Chair person

Minutes:

The meeting of the IQAC was held on 13th June, 2019 at 3 pm in Principal's office.

1. Prayer was conducted by Dr. Sr. Marietta D' Mello, Principal & Chairman of IQAC.
2. All the IQAC members of previous years were asked to continue in the committee and new members were inducted into the team.
3. New members of the team are:
 - Dr. R. Madhavi, Associate Professor, Dept. of English
 - Mrs. Ume Salma, Associate Professor, Dept. of Hindi
 - Dr. I. Innapurna, Associate Professor, Dept. of PG Economics
 - Dr. P. Jyothi Kumari, Associate Professor, Dept. of Nutrition
 - Dr. P. Ratna Mary, Associate Professor, Dept. of Economics
 - Mrs. N. Gayathri, Associate Professor, Dept. of Chemistry
 - Dr. A. Padmavathi, Assistant Professor, Dept. of Microbiology
4. Dr. R. Madhavi, Associate Professor, Department of English is appointed as the new IQAC co-ordinator.
5. Dr. Sr. Marietta D' Mello, Principal, Dr. R. Madhavi, IQAC Coordinator and Dr. K. Rani, Secretary of IQAC shared the contents of the meeting held at CCE Office, Vijayawada. Meeting was held for the Consortium of Lead Colleges of AP at Commissionerate of Collegiate Education on 12th June, 2019.
6. After thorough discussion Sr. Principal divided all the IQAC members into 6 Groups and each group was allotted with one criteria of NAAC parameters(except Criteria-IV) in view of AQAR and SSR preparation.
7. The status of the RUSA project was discussed in the meeting.

Meeting came to an end with a thanks giving prayer.

Dr. Sr. Marietta D' Mello

Signature of Chair Person

K. Rani

Signature of Secretary



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Management members

Sr.Showrilu-Vice Principal

Co-Ordinator

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Secretary

Dr.C.A.Jyothirmayi, Associate Professor, Dept. of Chemistry

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**Internal Quality Assurance Cell (IQAC)
Minutes of the Meeting held on 24th July, 2019**

Agenda:

1. Prayer
2. Allocation of work for mentoring other Colleges
3. Instructions by the Chair person


Minutes:

The meeting of the IQAC was held on 24th July, 2019 at 2.30 pm in Principal's office.

1. Prayer was conducted by Sr. Showrilu, Vice Principal.
2. Qualitative and quantitative aspects – documents and proofs to be maintained were discussed. College has to mentor 5 Government and 5 private colleges regarding the NAAC Criteria.
3. Dr. Sr. Marietta D' Mello, Principal explained about the National Education Policy.
4. It was decided to frame Course outcome and Programme outcomes and the same should be discussed with the students .
5. All the photographs taken during field visits and tours to be Geotagged .
6. To start College domain it was decided to collect mail Id's of students and Alumni.
7. After thorough discussion it was felt that statistical analysis should be done for Feed back.

Meeting came to an end with a thanks giving prayer.


Signature of Chair Person


Signature of Secretary



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Internal Quality Assurance Cell (IQAC)
Minutes of the Meeting held on 30th August, 2019

Agenda:

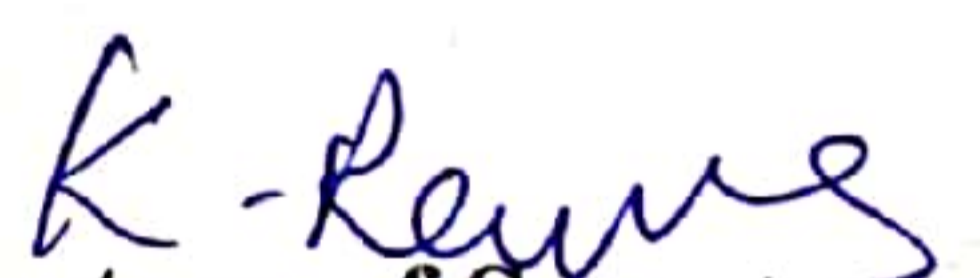
1. Prayer
2. International Exchange Program
3. STRIDE- UGC sponsored Program

Minutes:

- The meeting of the IQAC was held on 30th August, 2019 at 2.00 pm in Principal's office.
1. After prayer Principal informed the members about the International Exchange Program towards Thailand. About 40 members came forward to participate in the program.
 2. Principal informed staff to present papers and students can be ready with posters in the International Conference..
 3. During the meeting discussion went on about UGC Sponsored STRIDE program. All were made aware of components of STRIDE. Staff are requested to apply for Component 2. They were requested to come forward with innovative projects in collaboration with various organizations.
 4. Different possible areas of research were discussed for Component I and III.

Meeting came to an end with a thanks giving prayer.


Signature of Chair Person


Signature of Secretary



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Internal Quality Assurance Cell (IQAC)
Minutes of the Meeting held on 14th September, 2019

Agenda:

1. Prayer
2. LOCF - LEARNING OUTCOME FRAMEWORK
3. Instructions by the Chair person

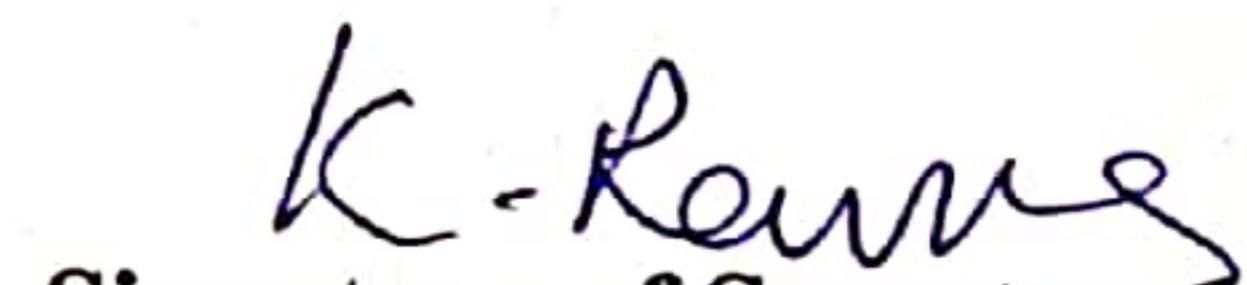
Minutes:

The meeting of the IQAC was held on 14th September, 2019 at 11.30 am in Principal's office.

1. Prayer was conducted by Sr. Showrilu, Vice Principal.
2. Dr. M. Rama and Dr. P. Jyothi Kumari enlightened the IQAC members about the Objectives and importance of Outcome Based Education.
3. Knowledge, skills, attitudes of students (in the form of behavior), Student centered learning, Continuous quality improvement (CQI) etc. were thoroughly discussed in the meeting.
4. Dr. Sr. Marietta D' Mello, Principal asked all the members to share the information with the Department members and frame the program outcomes.

Meeting came to an end with a thanks giving prayer.


Signature of Chair Person


Signature of Secretary



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Internal Quality Assurance Cell (IQAC)
Minutes of the Meeting held on 18th September, 2019

Agenda:

1. Prayer
2. RAF for HEI's
3. Quality improvement Strategies
4. PARAMARSH program

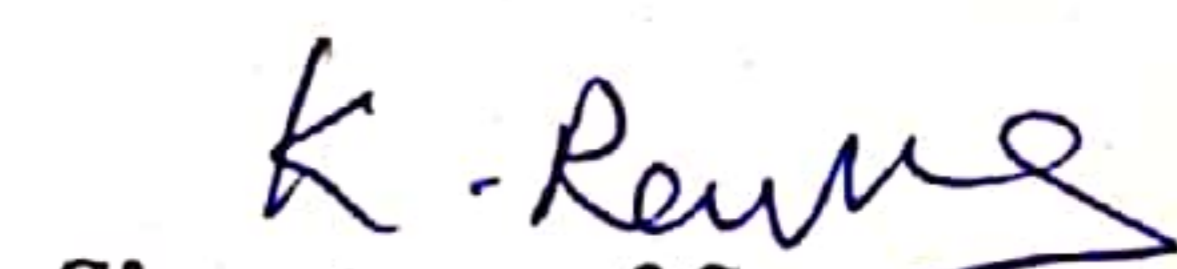
Minutes:

The meeting of the IQAC was held on 18th September, 2019 at 3.00 pm in IQAC hall.

1. Prayer was conducted by Dr. C.A. Jyothirmayi, IQAC Joint Secretary.
2. Revised Assessment and Accreditation for HEI's require a paradigm shift in teaching learning techniques.
3. Standing Committee members expressed 70% of the teaching should be ICT enabled, scalable and robust. Physical evaluation is only 30%. New evaluation techniques should increase the objectivity.
4. Student Satisfaction Survey is a mandatory component of the RAF.
5. Importance of SWOC Analysis was mentioned in the meeting.
6. Visits to mentee colleges were tentatively chalked out in the meeting.
7. Standing committee members advised to project on the strengths of every PARAMARSH mentee colleges.
8. Efforts of the college and IQAC members were appreciated by the standing committee members of PARAMARSH program.

Meeting came to an end with a thanks giving prayer.


Signature of Chair Person


Signature of Secretary



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Internal Quality Assurance Cell (IQAC)
Minutes of the Meeting held on 21st October, 2019

Agenda:

1. Prayer
2. NIRF ranking


Minutes:

The meeting of the IQAC was held on 21st October, 2019 at 2.15 pm in Principal's office.

1. Meeting commenced with prayer.
2. Dr. M. Rama member of IQAC gave necessary inputs with regard to NIRF ranking.
3. Five parameters of NIRF ranking and their weightage was mentioned.
4. Maximum weightage is given to Teaching and Learning among all five parameters.
5. A mention was also made about the importance of outreach programmes and graduation outcomes.
6. Members were asked to submit the necessary information with regard to student's higher education status and placements.
7. Staff were asked to submit their Scopus and Web of Sciences identified list of publications.

Meeting came to an end with a thanks giving prayer.


Signature of Chair Person


Signature of Secretary



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Internal Quality Assurance Cell (IQAC)
Minutes of the Meeting held on 12th December, 2019

Agenda:

1. Prayer
2. International Exchange Program
3. Updates of PARAMARSH

Minutes:

The meeting of the IQAC was held on 12th December, 2019 at 11.30 am in Principal's office.

1. Prayer was conducted by Sr. Showrilu, Vice Principal.
2. During the meeting International Exchange Program towards Malaysia was finalized. About 60 members both staff and students came forward to participate in the program.
3. It was decided to organize the program between January 7th -13th, 2020. Staff were advised to submit papers for the International Conference and students were asked to prepare posters at University of Malaya.
4. Principal suggested the members of the IQAC to visit PARAMARSH Mentee colleges to have first hand information about the colleges.
5. Two IQAC members were given In charge of one PARAMARSH mentee college and the dates of visit were decided during the meeting.
6. All the IQAC members were asked to give the necessary inputs of new NAAC procedures to the concerned mentee colleges.

Meeting came to an end with a thanks giving prayer.


Signature of Chair Person


Signature of Secretary



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Internal Quality Assurance Cell (IQAC)
Minutes of the Meeting held on 4th January, 2020

Agenda:

1. Prayer
2. Review of PARAMARSH College visit
3. Information about Malaysia Exchange program

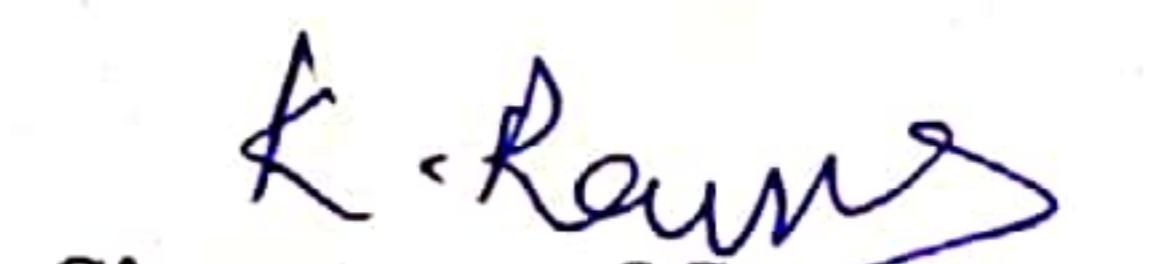
Minutes:

The meeting of the IQAC was held on 4th January, 2020 at 11.00 am in Principal's office.

1. Prayer was conducted by Dr. Sr. Marietta D'Mello, Principal.
2. IQAC members shared the details of PARAMARSH mentee College visits.
3. All the members felt mentee college visits were useful to train them with new NAAC assessment criteria.
4. It gave the members insight of the member mentee college strengths and weaknesses.
5. A close rappo was built with PARAMASH colleges. IQAC members spoke with mentee college IQAC members, staff and students to enhance their existing quality initiatives.
6. They were advised to practice Best Practices in their institutions.
7. Principal informed the members about "Sankranthi Sambaralu" on 13th January, 2020. All staff and students were asked to come in traditional ware.

Meeting came to an end with a thanks giving prayer.


Signature of Chair Person


Signature of Secretary



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Internal Quality Assurance Cell (IQAC)
Minutes of the Meeting held on 6th February, 2020

Agenda:

1. Prayer
2. Review of activities
3. ISO Certificate renewal


Minutes:

The meeting of the IQAC was held on 6th February, 2020 at 11.30 am in Principal's office.

1. Prayer was conducted by Sr. Sunila , Controller of Examinations
2. Dr. Sr. Marietta D' Mello, Principal congratulated all the members for successful conduct of the 67th College Day Celebrations.
3. Dr. V. Nagalakshmi and Dr. M. Padmaja attended II DRC meeting held at SCIM Government College, Tanuku on 31st January 2020. Minutes of the meeting was shared to all the members.
4. It was decided to conduct BOS meeting with one University nominee and one subject expert. It was discussed to include Internships and at least one field trip per semester. Outcome Based Education to be discussed in the BOS.
5. ISO – certification renewal was due for 22nd February, 2020. It was decided to organize a prior meeting with regard to filing system. So action has to be taken to keep things ready by the time of renewal.

Meeting came to an end with a thanks giving prayer.


Signature of Chair Person


Signature of Secretary



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Internal Quality Assurance Cell (IQAC)
Minutes of the Meeting held on 10th March, 2020

Agenda:

1. Prayer
2. Review of activities
3. Organization of one day National Level Workshop
4. Information about SWAYAM programme

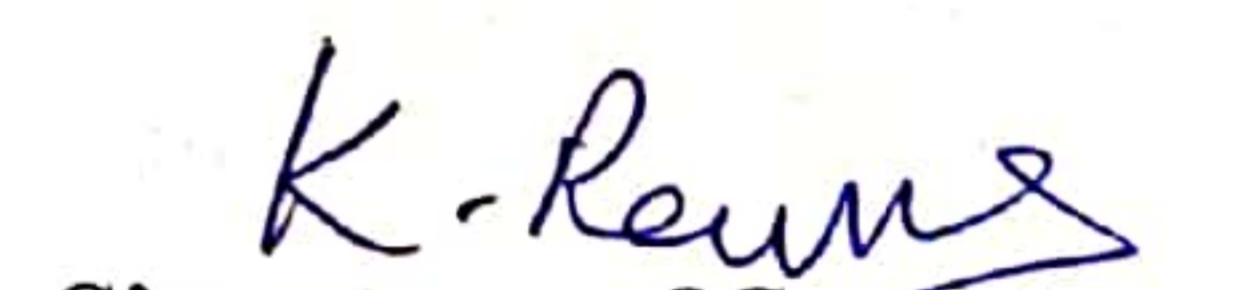
Minutes:

The meeting of the IQAC was held on 10th March, 2020 at 10.30 am in Principal's office.

1. Prayer was conducted by Dr. Ume Salma, Associate Professor, Dept. of Hindi
2. Dr. Sr. Marietta D' Mello, Principal about the One day National Level Workshop on **"AQAR, IQA and SSR Preparation under Revised Assessment and Accreditation Framework"**
3. Duties were disbursed during the meeting for the conduct of National level workshop.
4. It was decided to invite all the PARAMARSH colleges to the Workshop.
5. All the details of SWAYAM course were shared with the members. Discussion went on about the feasibility of introducing SWAYAM online courses in the curriculum. It was decided to go ahead with the implementation after getting it approved in the necessary channels.

Meeting came to an end with a thanks giving prayer.


Signature of Chair Person


Signature of Secretary



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