



M.V.R. DEGREE COLLEGE

(UG & PG Courses)

(Affiliated to Andhra University)

Shramika Nagar, Gajuwaka, Visakhapatnam-530026

PROCEEDINGS OF THE PRINCIPAL PRESENT:Dr.A.BALAKRISHNA,Ph.D.

Sub: MVR DEGREE COLLEGE,GAJUWAKA-Constitution of IQAC-2023-24- orders issued Regarding.

Ref: Guidelines of UGC for constitution of IQAC

ORDER:

With reference to the subject cited, THE Principal, MVR DEGREE COLLEGE is pleased to constitute the Internal Quality Assurance Cell(IQAC) with the following members.

| SNO. | Name | Designation | Signature |
|------|----------------------------|---------------------|-----------|
| 1. | Dr. A.Balakrishna | Principal | |
| 2. | Dr. S.V.Krishna | Vice Principal | |
| 3. | Dr. Ch. Rama Sanyasi Rao | Assistant Principal | |
| 4. | Sri. V.A. Kameswara Rao | Assistant Principal | |
| 5. | Smt. Sk. Kaiser | Assistant Principal | |
| 6. | Dr. C.V. Raju | Management Member | |
| 7. | Prof. J.M. Naidu | External Expert | |
| 8. | Sri. Y Eswara Raju | Faculty | |
| 9. | Dr. P.V.D. Sowjanya Kumari | Faculty | |
| 10. | Dr.A.Sujatha | Faculty | |
| 11. | D.Madhavi Lata | Faculty | |
| 12. | B.Ratna Kumar | Faculty | |
| 13. | B. Aruna Durga Laxmi | Faculty | |
| 14. | Miss Jyothi Tripathi | Student Member | |
| 15. | Smt. Sreeja | Alumni | |
| 16. | N. Chandra Shekar | Accounts Officer | |
| 17. | Y.SambasivaRao | Accounts Officer | |

The above members are requested to involve Wholeheartedly in the quality improvement activities of the institution and bring laurels in view of the NAAC assessment in the ensuing academic year.

Copy to:

- 1)The Above members
- 2) HODs of all UG& PG Departments.
- 3)Administrative Officer
- 4)Secretary,Student Council.
- 5)Coordinators of various supporting wings of the College.
- 6)File.



Principal

PRINCIPAL

M.V.R. DEGREE COLLEGE
Shramika Nagar, Gajuwaka,
VISAKHAPATNAM-530 026



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Date -4/5/2023

CIRCULAR

Circular No.MVR Dc/IQAC meeting/2023-2024/1

The IQAC members under the chairmanship of Dr A.Balakrishna,Principal are requested to attend and discuss the following agenda at 3.30PM on 4/5/2023 at Principal's chamber.

Agenda for the meeting:

- 1.Re-constitution of IQAC.
- 2.Acadamic semester planning.
- 3.Celebrating National Days.
- 4.Conducting seminars/Events/FDP's.
- 5.Placement drives.
6. Research Publication/Presentation /Attending Conferences.
- 7.Encouraging students to participate in Cultural activities & Sports meet.

| SNO. | Name | Designation | Members | Signature |
|------|----------------------------|---------------------|-------------|----------------------|
| 1. | Dr. A.Balakrishna | Principal | Chairman | |
| 2. | Dr. S.V.Krishna | Vice Principal | Member | |
| 3. | Dr. Ch. Rama Sanyasi Rao | Assistant Principal | Coordinator | Ch. R. S. Rao |
| 4. | Sri. V.A. Kameswara Rao | Assistant Principal | Member | |
| 5. | Smt. Sk. Kaiser | Assistant Principal | Member | Sk. Kaiser |
| 6. | Dr. C.V. Raju | Management Member | Member | |
| 7. | Prof. J.M. Naidu | External Expert | Member | |
| 8. | Sri. Y Eswara Raju | Faculty | Member | |
| 9. | Dr. P.V.D. Sowjanya Kumari | Faculty | Member | |
| 10. | Dr.A.Sujatha | Faculty | Member | |
| 11. | D.Madhavi Lata | Faculty | Member | |
| 12. | B.Ratna Kumar | Faculty | Member | B. Ratna Kumar |
| 13. | B. Aruna Durga Laxmi | Faculty | Member | B. Aruna Durga Laxmi |
| 14. | Miss Jyothi Tripathi | Student Member | Member | Jyothi |
| 15. | Smt. Sreeja | Alumni | Member | Sreeja |
| 16. | N. Chandra Shekar | Accounts Officer | Member | N.V. Chandra |

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Minutes of the meeting

All the IQAC members under the chairmanship of Dr A. Balakrishna, Principal attend the meeting at Principal's chamber. The meeting was attended by all the Faculty members, Account Officer, External expert as well as Management member's.

Resolution Taken-

Agenda-1

Reconstitution of IQAC.

Resolution

The IQAC has decided to reconstitute in the following way for the year 2023-24.

Chairman/chairperson-Dr A. BalaKrishna

IQAC co-ordinator- Dr CH. Ram Sanyasi Rao

Teacher representatives

1. Dr S.V. Krishna
2. Sri. Y. Eswar Raju
3. Sri. V. Kameswar Rao
4. Smt. S.K Kaiser
5. Dr P.V.D Sowjanya
6. Dr A. Sujatha
7. Dr V. Tejeswar Rao
8. Sri. B. Ratna Kumar
9. Smt. D. Madhavi Lata
10. Smt. B. Aruna Durga Lakshmi

Management members:

1. Sri. C.V. Raju
2. Prof J.M. Naidu

Administrative Staff

1. Sri. N.V. Chandra shaker
2. Sri. Y.V. Shamba Siva Rao

Student Nomini

Miss Jyothi Tripathi II B.sc , MB, BC, BT

ALUMNI



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Smt. M.Sreeja

Agenda-2

Academic Semester planning

Resolution

1. It is resolved to start the next session for II&IV semester students from 1/6/2023 post their end semester examination which ended on 28/5/23 followed by summer holidays.
2. The IQAC instructed the incharge faculty for preparation of time table and circulate with the faculty and if any issues arise resolve it immediately.
3. It is resolved to download the syllabus for the next semester and submit one copy each to HOD's, principal and IQAC of the upcoming semester.
4. It was resolved to conduct the mid exams for both U.G&P.G courses,and update the marks in the internalmarks register, so that the same will be uploaded in the A.U internal marks portal towards the end up of the semester.
5. As per the management decision the IQAC implemented the single major system proposed by the APSCHE from the academic year 23-24. Hence from this semester the following single major subjects are offered.

List of single major

B.sc:Artificial Intelligence&Robotics

B.sc: Bio Informatics

B.sc: Data Science

B.sc: Food Science Technology

B.sc: Mathematics

B.sc: Computer Science

B.sc: Chemistry

B.sc: Electronics

B.sc: Physics

B.sc: Statistics

B.sc: Bio chemistry

B.sc:Bio technology

B.sc: Human genetics

B.sc: Micro Biology

B.sc: Zoology



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IQAC

B.sc: Botany
B.Com: Computer Applications
BBA: Digital Marketing
BBA: Business Analytics
BCA

Agenda-3

Celebration Of National Days

Resolution

It is resolved to conduct all the important national days falling in the next three months, to create awareness regarding among students regarding their country & people.

Agenda-4

Conducting & Attending Seminars & FDP's

Resolution

It is resolved to encourage the faculty to attend workshops, seminars and events taking place in the A.U region. The IQAC has also instructed to plan and conduct at least one seminar or F.D.P in the coming three months.

Agenda-5

Conducting Placement Drive

Resolution

It is resolved to conduct placement drive for the passed-out students and also to the present students. The placement officer is informed that the IQAC and other faculty members would extend their helping hand in the conduction of the placement drive.

Agenda-6

Research Publication/Presentation/Attend Conference

Resolution-

The IQAC of M.V.R Degree College recommended all the faculty members to actively. Take part in research publication, paper presentation attend Conferences, etc.

Agenda -7

Conducting sports meet & cultural events

Resolution

The IQAC recommended the sports department and cultural committee to conduct sports meet and conduct competitions on the eve of Independence Day.



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| SNO. | Name | Signature |
|------|----------------------------|-------------------|
| 1. | Dr. A.Balakrishna | |
| 2. | Dr. S.V.Krishna | |
| 3. | Dr. Ch. Rama Sanyasi Rao | Ch. R. S. Rao |
| 4. | Sri. V.A. Kameswara Rao | |
| 5. | Smt. Sk. Kaiser | S.K. Kaiser |
| 6. | Dr. C.V. Raju | |
| 7. | Prof. J.M. Naidu | |
| 8. | Sri. Y Eswara Raju | |
| 9. | Dr. P.V.D. Sowjanya Kumari | |
| 10. | Dr.A.Sujatha | |
| 11. | D.Madhavi Lata | |
| 12. | B.Ratna Kumar | B. Ratna Kumar |
| 13. | B. Aruna Durga Laxmi | B. Aruna |
| 14. | Miss Jyothi Tripathi | Jyothi |
| 15. | Smt. Sreeja | Sreeja |
| 16. | N. Chandra Shekar | N.V. Chandrasekar |

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Action Taken Report

- 1) With the reconstitution members and their enthusiasm the IQAC is doing its work Impressively.
- 2) A) Adoption of single major system, joining the first semester students into this system was a major job and the sail was smooth. In the process a special orientation class was conducted first for the teaching staff than later for the parents and students.
B) For the smooth running of the classes of 4th semester, 2nd semester timetable was made and circulated well in advance.
C) All the concerned faculty members submitted the syllabus copy to the departments HOD's, one copy to the Principal.
D) Mid exams for 4th semester, 2nd semester was conducted and the marks were entered in the University portal. In the same way semester end practical exams were also conducted and marks were entered in the same way.

- 3) All the national days fallen in these months such as,

1. Environment Day-5/6/24
- 2.National Statistics Day-20/6/24
- 3.International Yoga Day-21/6/24
- 4.Independence Day-15/7/24
- 5.telugu Day celebrations-29/8/23
- 6.Sanskrit Day Celebrations-31/8/23

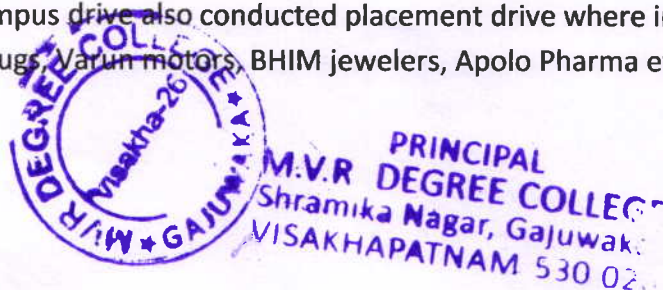
Were celebrated by the concerned departments (or) by the cultural committee of the college.

- 4) In this quarter the management in association with IQAC has conducted three events in the form seminars& FDP's.

1. Orientation program for 1st Sem Students & parentson single major system.
2. Clean& Green Visakhapatnam by, P. Simhachalam, Zonal commissioner, Gajuwaka on 5th July.
3. F.D.P for staff of both U.G&P.G was conducted by the management under the supervision of IQAC on new education policy 2020. The resource person was Prof. Y. Narshimulu & former Vice Chancellor Rayalaseema University.

5.

- a. In this quarter the placement cell actively worked towards getting organizations such as ICICI BANK on the 15th June also synergies casting Lmt visited the campus for placement drive.
- b. APSSDC campus drive also conducted placement drive where in companies such as Hetro drugs, Varun motors, BHIM jewelers, Apolo Pharma etc. visited the college.



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6. Paper publication

- a. Dr V. Tejeswara Rao has got a paper published in this quarter. The title of the paper was Analysis and Versatile uses of India Cow urine . It got published in journal for Re-attach Therapy and Developmental Diversities.
 - b. On 8/7/23 Dr P. V. D. Sowjanya HOD, Dept of Microbiology presented a research paper at national seminar organized by A.U TDR HUB.
7. Both, the department spots and also the Cultural Committee has conducted sports and literary competitions and the winners were given prizes during the Independence Day celebrations.

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IQAC

23/Aug/23

CIRCULAR

Circular No. MVR DC/IQAC/Meeting/2023-2024/II

The IQAC members under the chairmanship of Dr A.Balakrishna, Principal are requested to attend and discuss the following agenda at 3.30PM on 23/08/2023 at Principal's chamber.

Agenda for the meeting

1. Conformation of previous minutes.
2. Re-constitution of the committees.
3. Academic semester planning.
4. Celebrating National Days.
5. Conducting seminars/Events/FDP's.
6. Research publication by Staff&Students.
7. Field trips.

| SNO. | Name | Designation | Members | Signature |
|------|----------------------------|---------------------|-------------|-----------|
| 1. | Dr. A.Balakrishna | Principal | Chairman | |
| 2. | Dr. S.V.Krishna | Vice Principal | Member | |
| 3. | Dr. Ch. Rama Sanyasi Rao | Assistant Principal | Coordinator | |
| 4. | Sri. V.A. Kameswara Rao | Assistant Principal | Member | |
| 5. | Smt. Sk. Kaiser | Assistant Principal | Member | |
| 6. | Dr. C.V. Raju | Management Member | Member | |
| 7. | Prof. J.M. Naidu | External Expert | Member | |
| 8. | Sri. Y Eswara Raju | Faculty | Member | |
| 9. | Dr. P.V.D. Sowjanya Kumari | Faculty | Member | |
| 10. | Dr.A.Sujatha | Faculty | Member | |
| 11. | D.Madhavi Lata | Faculty | Member | |
| 12. | B.Ratna Kumar | Faculty | Member | |
| 13. | B. Aruna Durga Laxmi | Faculty | Member | |
| 14. | Miss Jyothi Tripathi | Student Member | Member | |
| 15. | Smt. Sreeja | Alumni | Member | |
| 16. | N. Chandra Shekar | Accounts Officer | Member | |
| 17. | Y. SambasivaRao | Accounts Officer | Member | |

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Minutes of the meeting:

Agenda-1

Conformation of previous minutes.

Resolution

The minutes of the previous meeting held on 4/5/23 Were read and confirmed by the members present.

No Amendments were proposed

The minutes were approved by

Proposed by:Dr CH.Ram

Seconded by:Dr A.Sujatha

This ensures that the previous minutes are officially knowledged and incorporate into the record.

Agenda-2

Reconstitution of both Statutory & Non Statutory committees.

Resolution

The following Statutory and non-Statutory committees are formed to ensure smooth functioning, compliance with regulations & safe guard the interest of the stake holders and promote accountability.

Statutory and Non- statutory committee list For the year 2023- 24

Note : Principal is the Chairman of all the committees

| SI.NO | Name of the Committee | Composition |
|-------|-----------------------|---|
| 1 | Committee for SC & ST | Convener: Dr P.V.D.Sowjanya Kumari Members: Ch.Suguna B.Ratna Kumar D.Padmavathi B.Jhansi Y.Naga Mounika |



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| | | |
|---|---------------|---|
| 2 | Minority cell | Convener: S.K.Kaiser Members: Nasheera Bhanu Dr A Sujatha B.Vasanthi P. Rupavathi MPC Raja |
|---|---------------|---|

Statutory and Non- statutory committee list For the year 2023- 24

Note : Principal is the Chairman of all the committees

| SI.NO | Name of the Committee | Composition |
|-------|-------------------------------|--|
| 3 | Grievance Redvessal | Convener: G.Sujatha Members: G.Ravi Kumar Y. Sambasiva Rao M. Sandeep Dr. P. V. D. Sowjanya Kumari S. K. Kaiser |
| 4 | Internal Complaints Committee | Convener: Dr. S. V. Krishna Members: V. A. Kameshwar Rao Dr V. Tejeswar Rao M. Ramesh Kumar D. Madhavi Lata N. V. Chandra Shekar K. Haindavi |



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Statutory and Non- statutory committee list For the year 2023- 24

Note: Principal is the Chairman of all the committees

| SI.NO | Name of the Committee | Composition |
|-------|------------------------|--|
| 5 | Anti Ragging Committee | Convener: B. Ratnakumar Members: Dr. Ch. Ram Sanyasi Rao S. K. Srinivas MPC Raja B. Aruna Durga Lakshmi G. Sireesha |
| 6 | OBC Cell | Convener: K.V Raju Members: B. Ratnakumar B. Gowri Sankar Dr A Sujatha Dr Archana G. Ravi Kumar P. Rupavathi |

Statutory and Non- statutory committee list For the year 2023- 24

Note : Principal is the Chairman of all the committees

| SI.NO | Name of the Committee | Composition |
|-------|------------------------|---|
| 7 | Women Councelling Cell | Convener: R. Narayanamma Members: Dr P.V.D Sowjanya Kumari D. Madhavi Latha S. K. Kaiser B. Aruna Durga Lakshmi Ch. Jaya |



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IQAC

| | | |
|---|------------------|---|
| 8 | Academic Council | Convener: Dr P.V.D Sowjanya Kumari Members: Y. Eswara Raju V.A. Kemeswara Rao Dr Ch Ram Sanyasi Rao Dr A Sujatha Dr S. V. Krishna S. K. Kaiser D. Padmavathi M. Sandeep R. Narayanamma |
|---|------------------|---|

Statutory and Non- statutory committee list For the year 2023- 24

Note: Principal is the Chairman of all the committees

| SI.NO | Name of the Committee | Composition |
|-------|---------------------------|--|
| 9 | Admission Committee | Convener: V.A Kameswara Rao Members: Dr Ch Ram Sanyasi Rao Dr V Tejeswara Rao Dr P.V.D Sowjanya Kumari B. Ratnakumar M. Sandeep G. Sujatha |
| 10 | A/V'S & Website Committee | Convener: M Ramesh Kumar Members: Dr. Ch. Ram Sanyasi Rao M. Sandeep M. V. Kesavkumar D. Padmavathi G. Sujatha K. Satyadevi |



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Statutory and Non- statutory committee list

For the year 2023- 24

Note : Principal is the Chairman of all the committees

| SI.NO | Name of the Committee | Composition |
|-------|-----------------------|---|
| 11 | Cultural Committee | Convener: B. Aruna Durga Lakshmi Members: P. Jayalakshmi Y. Naga Mounika B. Vasanthi G. Sireesha K. Satya Veerabhadramma |
| 12 | Discipline Committee | Convener: Dr S.V.Krishna Members: V.A.Kameswara Rao G.Ravi Kumar M.Sandeep MPC Raja K.V.Raju Dr K.Balaji P.Jayalakshmi P.Rupavathi B.Aruna Durga Lakshmi |

Statutory and Non- statutory committee list

For the year 2023- 24

Note : Principal is the Chairman of all the committees

| SI.NO | Name of the Committee | Composition |
|-------|-----------------------|--|
| 13 | Examination Committee | Convener: S.K Srinivas(U.G) Dr.Ch.RamSanyasi Rao (P.G) Members: S.K.Kaiser B.Aruna Durga Lakshmi V.Sireesha Ch.Jaya Dr V.Tejeswara Rao G.Ravi Kumar |



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| | | |
|----|--------------------|---|
| 14 | Stock Verification | Convener: B.Ratna Kumar Members: Dr V Tejeswara Rao Dr A.Sujatha Dr Archana Ch Suguna B.Jhansi |
|----|--------------------|---|

Statutory and Non- statutory committee list For the year 2023- 24

Note : Principal is the Chairman of all the committees

| SI.NO | Name of the Committee | Composition |
|-------|-----------------------|---|
| 15 | Research Committee | Convener: Dr.Ch.RamSanyasi Rao Members: Dr S.V Krishna Dr P.V.DSowjanyaKumari Dr B.Archana Dr. A.Sujatha Dr.K.Balaji |
| 16 | Games & Sports | Convener: G.Ravi Kumar Members: V.A.Kameshwara Rao Dr.Ch.Ram Sanyasi Rao Dr.V. Tejeswara Rao M.Sandeep S.K.Srinivas K.V.Raju P.Jayalakshmi D.Padmavathi Ch.Nikhila Satya Veerabhadramma |



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| Statutory and Non- statutory committee list | | |
|--|------------------------------|---|
| For the year 2023- 24 | | |
| Note : Principal is the Chairman of all the committees | | |
| SI.NO | Name of the Committee | Composition |
| 17 | IQAC Committee | Convener: Dr Ch.RamSanyasi Rao Members: Dr P.V.D.Sowjanya kumari Dr.S.V.Krishna Dr A.Sujatha V.A.Kameshwararao Sk.Kaiser B.Ratna Kumar D.Madhavi Lata B.Aruna Durga Lakshmi |
| 18 | Placement Cell | Convener: V.A.KameshwaraRao Members: Dr Ch.Ram Sanyasi Rao Dr.V. Tejeswara Rao B.RatnaKumar S.K.Srinivas G.RaviKumar K.V.Raju M.Sandeep |

Agenda-3

Academic Semester Planning Resolution

1. Conduction of the university exams for 2nd and 4th semester smoothly, all important measures should be taken, like always.
2. As decide to follow the guidelines issued by the university regarding the commencement of new semester from 4/10/22 onwards.
3. In regard to the above mentioned subject Time Tables, Work load distribution Syllabus copy submission etc. has to be done in regular manner. Copy of each to be submitted to HOD's IQAC & to the Principal.
4. Resolves to conduct mid exams for. I semester students in the second week of October.

Agenda-4

Celebration of all important national days at both U.G as well as P.G level .To bring in the spirit of nationality and also honor important people and events in the countries history.



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IQAC

Agenda-5

Conducting & Participating in seminars, workshops and Faculty Development Programs.

Resolution

As a regular practice, once again it is decided to encourage students to come forward and give seminars related to the topics from their syllabus and also try to invite subject experts to share their knowledge & experience. It is also resolved to the faculty members to participate –in FDPs taking place at another institution and organizations.

Agenda-6

Take active role in research publication.

Resolution

To keep the temperament of writing research papers getting them published, should be taken by all departments.

Agenda-7

Conducting more & more Field Trips.

Resolution

As a regular practice it is decided to instruct all the departments to take their students to field trips as hands on experience & learning is very important.

Action Taken Report:

- 1) As resolved all necessary steps were taken to conduct the university end semester exams successfully without any disturbance. The exams took place between 1/9/23 to 29/9/23 U.G & 7/9/23 to 14/9/23 P.G 2nd year end sem exams.
- 2) Class work for 3rd sem & 5th sem students commenced from 4/10/22.
- 3) Time Table incharges made & circulated the time tables to the students & Departments in time.
- 4) Mid exam for 1 sem students took place from 16/10/22 to 19/10/22.
- 5) All the faculty members appointed in various committees were given brief about the role of the committees and their role as members. The meeting was addressed by Dr Ram IQAC, Coordinator and Dr A Sujatha Sr faculty member.
- 6) All important national days fallen in this Quarter were celebrated as decided in the meeting.

Here is the list of national days celebrated-

1. Teacher's Day
2. Hindi Divas
3. NSS Day
4. Rashtriya Ekta Diwas
5. National Education Day



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6. World Diabetics Day
7. Library Week Celebration
8. National Constitution Day

7) Seminars, FDPs and events as planned are conducted

- a. 4/9/2023-National Nutrition week was celebrated .it was called "healthy diet affordable to all"the resource person was Prof Y.Lakshmi Prabha.
- b. Swamy Sarvananda of R.K mission gave motivating talk on "Role of Youth" on 4/10/23.

c. Department of Microbiology has conducted Inter College Poster making competition on 9/11/23 & 10/11/23 called Scifiesta 2k23 where students from various colleges participated and represented their college on such a big platform. Cash prizes &Participation Certificates were given to the winners.

d) Book Exhibition was organised by MVR Central Library on 23/11/23 as part of Library Week Celebration which was inaugurated by Prof Dhanraj, HOD, Dept of Library Sciences Andhra University.

e) The Chemistry Dept has organised an exhibition of various equipments which are used at the Chemistry Lab to bring in awareness among students from other departments also.

f) Dept of Botany has organised a Seminar and Workshop called Millets a Super Food. The chief guest was Prof M Rajeswari from the Dept of Food & Nutrition Andhra University.

g) Students who opted Telugu as their second language took active part in the celebrations of Sri Gurujada Appa Rao Jayanti. The whole event was very informative as it brought the rich history of Telugu as a language.

8. a) Students from the Botany Dept visited Krishi VighnanKendram as part of practical hands on learning activity in the form of field trip.

b) Similarly II & III year students of B.Com and BBA visited Rastriya Ispat Nigam Limited (RINL, Vizag Steel) on 25/11/23.

9. Faculty members who participated in the Faculty Development Programs conducted by other colleges & organizations are-

a) Sri B Ratna Kumar and Dr Ch Ram attended a Faculty Development Program organised by IIAM, Visakhapatnam, called Outcome based Education. The FDP was for two days i.e, 29/9/23 & 30/9/23.

b) Smt D Madhavi Lata, English faculty and SK Srinivas from the Dept of Statistics took part in a FDP conducted by ICT academy at Andhra University. The FDP was called as Idea Generation Methodology that took place from 2/11/24 to 4/11/24.



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| SNO. | Name | Signature |
|------|-------------------------------|-----------|
| 1. | Dr. A.Balakrishna | |
| 2. | Dr. S.V.Krishna | |
| 3. | Dr. Ch. Rama Sanyasi Rao | |
| 4. | Sri. V.A. Kameswara Rao | |
| 5. | Smt. Sk. Kaiser | |
| 6. | Dr. C.V. Raju | |
| 7. | Prof. J.M. Naidu | |
| 8. | Sri. Y Eswara Raju | |
| 9. | Dr. P.V.D. Sowjanya Kumari | |
| 10. | Dr.A.Sujatha | |
| 11. | D.Madhavi Lata | |
| 12. | B.Ratna Kumar | |
| 13. | B. Aruna Durga Laxmi | |
| 14. | Miss Jyothi Tripathi | |
| 15. | Smt. Sreeja | |
| 16. | N. Chandra Shekar | |
| 17. | Y.SambasivaRao | |


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Date- 18/11/2023

Circular

Circular No MVRDC/IQAC Meetings/2023-24/III

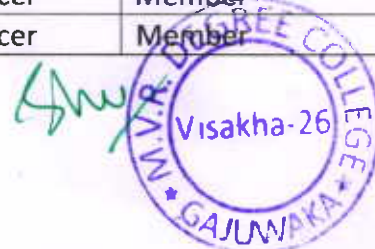
The IQAC member's under the chairmanship of Dr. A. Balakrishna, Principal are informed to attend the meeting to discuss the following agenda at 3 pm on 18/11/23 in the Principal's chamber.

Agenda:

1. Review of previous meeting.
2. Curriculum planning for coming semester.
3. Celebrating Important Days.
4. Conducting events, seminars & workshops.
5. Incentivize staff to participate in workshops & seminars.
6. Conducting Eye checkup camp.
7. Conducting Annual Day
8. Conducting Sports meet.

| SNO. | Name | Designation | Members | Signature |
|------|----------------------------|---------------------|-------------|---------------|
| 1. | Dr. A.Balakrishna | Principal | Chairman | |
| 2. | Dr. S.V.Krishna | Vice Principal | Member | |
| 3. | Dr. Ch. Rama Sanyasi Rao | Assistant Principal | Coordinator | Ch. R. S. Rao |
| 4. | Sri. V.A. Kameswara Rao | Assistant Principal | Member | |
| 5. | Smt. Sk. Kaiser | Assistant Principal | Member | SK. Kaiser |
| 6. | Dr. C.V. Raju | Management Member | Member | |
| 7. | Prof. J.M. Naidu | External Expert | Member | |
| 8. | Sri. Y Eswara Raju | Faculty | Member | |
| 9. | Dr. P.V.D. Sowjanya Kumari | Faculty | Member | |
| 10. | Dr.A.Sujatha | Faculty | Member | |
| 11. | D.Madhavi Lata | Faculty | Member | |
| 12. | B.Ratna Kumar | Faculty | Member | |
| 13. | B. Aruna Durga Laxmi | Faculty | Member | |
| 14. | Miss Jyothi Tripathi | Student Member | Member | |
| 15. | Smt. Sreeja | Alumni | Member | |
| 16. | N. Chandra Shekar | Accounts Officer | Member | |
| 17. | Y.SambasivaRao | Accounts Officer | Member | |

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Minutes of the meeting

Resolutions

Agenda 1

Review of previous meeting

Resolution

The minutes of the previous meeting held on 23/8/23 were read and confirmed by the members present Proposal of amendments were not there The minutes were approved by

Proposed by: Dr. CH. Ram

Seconded by: Sri V. Kameswar Rao

This ensures that the previous minutes are officially acknowledged and incorporated into the record.

Agenda-2

Curriculum planning for coming semester Resolution

Resolutions-

- Resolved to Conduct AU End semester exams for III & V sem
- Commencement of regular classwork for I year (II sem) students
- Time Table and Distribution of work load.

Agenda -3

Celebrating National Days

Resolution

All Important days falling in this quarter would be celebrated.

Agenda-4

Conduction of seminars

Resolution

Resolved to conduct student seminars as classroom activities among students and also encouraging staff to participate in seminars and conduct seminar at MVR by inviting resource personal from diverse fields

Agenda -5

Conducting Eye checkup camp

Resolution

To conduct eye checkup camp by involving NSS students for both students & staff of UG & PG courses.

Agenda-6

Conduct Annual sports meet for both UG & PG students

Resolution



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As part of regular practice to conduct sports meet it is resolved to conduct it in the month of December.

Agenda-7

Conduct Annual Day

Resolution

Conducting Annual Day in the month of December is the resolution taken and everyone agreed to work at their best to make the event a grand success.

Action Taken Report

1. A.U End semester examination for 3rd & 5th sem, were conducted successfully which started from 19/1/24 onwards.
2. Andhra University End semester Examination for 1st semester students was successfully conducted from 7/2/24 to 17/2/24.
3. Regular classwork for 1st semester students commenced from 26/2/24 onwards.
4. Workload distribution, timetable preparation, syllabus discussion work, etc. were done as done regularly in the beginning at every semester.
5. All National & Important Days were celebrated. The List is given below
 - a) World AIDS Day
 - b) International Computer Literary Day
 - c) Mathematics Day
 - d) National Youth Day
 - e) National girl child day
6. Seminars conducted & attended.
7.
 - a) Dr P.V.D Sowjanya and K. Haindavi from applied sciences attended seminars on chromosomal disorder at Andhra University on 27/1/24.
 - b) Dr P. Sunil Kumar, Research Scientist was the resource person for a seminar called Genetic Screening and New Born Screening conducted by the Microbiology Department for both U.G and P.G Students.
 - c) An Awareness program on Electronic Voting System was conducted on 3/1/24 for U.G students. Senior Journalist from Eenadu Newspaper addressed the students.
 - d) A detailed and highly informative Induction meeting for Minor selection for the 1st semester students took place on 1/2/24 & 2/2/24. It was addressed by Dr A Bala Krishna & Dr S.V Krishna. Also present were all HOD's and Sr Faculty members. Dr Ch Ram explained in detail the minors which are offered by the college and the relevant scope it has in future. The following minors are offered to the students-
 1. Computer Applications
 2. Electronics
 3. Mathematics

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4. Statistics
 5. Digital Marketing
 6. Principles of Management
 7. Bio Technology
 8. Physics
 9. Chemistry
8. Shanker Foundation, Simhachalam, Visakhapatnam has conducted Eye checkup camp for both staff & students on 7/12/23. The NSS unit has taken the whole event under its wings and the students volunteers of NSS stood till the end for smooth & successful conduction of the whole event



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| 2. | Dr. S.V.Krishna | |
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| 4. | Sri. V.A. Kameswara Rao | |
| 5. | Smt. Sk. Kaiser | SK. Kaiser |
| 6. | Dr. C.V. Raju | |
| 7. | Prof. J.M. Naidu | |
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| 10. | Dr.A.Sujatha | |
| 11. | D.Madhavi Lata | |
| 12. | B.Ratna Kumar | B. Ratna Kumar |
| 13. | B. Aruna Durga Laxmi | B. Laxmi |
| 14. | Miss Jyothi Tripathi | Jyothi |
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IQAC

Date - 26/02/2024

CIRCULAR

Circular No MVRDC/IQAC Meetings/2023-24/IV

The IQAC member's under the chairmanship of Dr. A Balakrishna, Principal are informed to attend the meeting to discuss the following agenda at 3 pm on 26/2/24 at the principal chamber.

Agenda

1. Review of previous meeting.
2. Curriculum planning for the upcoming Semester.
3. Celebrating Important Days.
4. Conducting Events, Seminars & Workshops.
5. Incentivize staff to participate in Workshops & Seminars.
6. Conduct placement drives.

| SNO. | Name | Designation | Members | Signature |
|------|----------------------------|---------------------|-------------|-----------|
| 1. | Dr. A. Balakrishna | Principal | Chairman | |
| 2. | Dr. S.V. Krishna | Vice Principal | Member | |
| 3. | Dr. Ch. Rama Sanyasi Rao | Assistant Principal | Coordinator | |
| 4. | Sri. V.A. Kameswara Rao | Assistant Principal | Member | |
| 5. | Smt. Sk. Kaiser | Assistant Principal | Member | |
| 6. | Dr. C.V. Raju | Management Member | Member | |
| 7. | Prof. J.M. Naidu | External Expert | Member | |
| 8. | Sri. Y Eswara Raju | Faculty | Member | |
| 9. | Dr. P.V.D. Sowjanya Kumari | Faculty | Member | |
| 10. | Dr. A. Sujatha | Faculty | Member | |
| 11. | D. Madhavi Lata | Faculty | Member | |
| 12. | B. Ratna Kumar | Faculty | Member | |
| 13. | B. Aruna Durga Laxmi | Faculty | Member | |
| 14. | Miss Jyothi Tripathi | Student Member | Member | |
| 15. | Smt. Sreeja | Alumni | Member | |
| 16. | N. Chandra Shekar | Accounts Officer | Member | |
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Minutes of the meeting

Resolutions

Agenda 1

Review of previous meeting

Resolution

The minutes of the previous meeting held on 18/11/23 were read and confirmed by the members present

Proposal of amendments were not there

The minutes were approved by

Proposed by: Dr. CH. Ram

Seconded by: Sri V. Kameswar Rao

This ensures that the previous minutes are officially acknowledged and incorporated into the record.

Agenda-2

Curriculum planning for coming semester

Resolution

Resolution were taken to conduct the following as per the guidelines

1. Conducting mid exams for II sem
2. Conduction of viva voce for IV sem

Agenda -3

Celebration of all Important days

Resolution

It is resolved to conduct all the important days falling in the next three months, to bring in awareness among the students about our National hero's and important festivals.

Agenda-4

Conducting Seminars and Workshops

Resolution

It is resolved to conduct seminars & workshops as a regular practice to make the staff as well as the students to stay connected with the latest happenings in various fields and gain knowledge.

Agenda -5

Incentivize staff to participate in workshops and seminars

Resolution

It is resolved to encourage the staff & students as always, to regularly participate in FDP's seminars and workshops conducted by various colleges, universities and organisations.



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Agenda-6

Conducting placement drives

Resolution

Resolved to conduct placement drives for both UG & PG students by inviting software companies, Pharma companies, Banking & Insurance companies to the campus.

Action Taken Report

1. As resolved at the meeting regarding the conduction of exams such as mid term & viva voce for II & IV sem students got conducted from 24/4/24 for II sem students and viva voce for VI sem students from 3/5/24 to 2/5/24.
2. The following important days are conducted at MVR Degree College campus in the months of March/April/May.
 - International Women's Day
 - World Health Day
 - Ugadi Festival (Telugu New Year)
 - Ambedkar Jayanti
3. A very informative & happening quarter regarding conducting as well as participating in seminars, workshops etc.
 - Orientation on overseas studies - by S. Murali an alumni of MVR working in USA.
 - Voters awareness program.
 - Workshop on food adulteration was conducted by chemistry department.
Talk on future in pharma industry by - M. Satakarni CEO - Aurobindo Pharma
4. Following faculty members attended a seminar called AI tools for future
 - B. Ratna Kumar
 - M. Sandeep
5. Placement drive by Clavita pharma took place on 2/4/24. Six students from MSc. Chemistry got placed.
 - Placement drive by Lauras Pharma took place on 2/4/24. Five MSc Chemistry students got placed in Lauras Pharma
 - On 27/5/24 placement drive by Divi's Laboratory was Conducted.
6. II & IV sem students from BBA as Part of field trips visited Hindustan ShipYard.



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