


Bhavan's Vivekananda College
of Science, Humanities & Commerce
Estd : 1993- Affiliated to Osmania University- Sainikpuri, Secunderabad -500094
Autonomous College
Accredited with 'A' grade by NAAC

Date: July 24, 2021

Time: 11:00 a.m.

Online platform: Zoom

Agenda Items:

- i) *Submission of SSR for reaccreditation by NAAC*
- ii) *Preparation for Peer Team visit*
- iii) *Infrastructure Development*
- iv) *Proposal for Annual Faculty / Staff Development Programmes*
- v) *Any other points with the permission of Chairman*

The following committee members were present:

<i>Prof. Y Ashok</i>	<i>Principal, BVC & Chairman, IQAC</i>
<i>Prof. PSN Reddy</i>	<i>Expert</i>
<i>Mr. Sreenivas Jasti</i>	<i>Industry Expert</i>
<i>Dr. Jyothi Nayar</i>	<i>Member</i>
<i>Dr. K Anuradha</i>	<i>Member</i>
<i>Dr. C Kameswari</i>	<i>Member</i>
<i>Dr. N S Chakravarthy</i>	<i>Member</i>
<i>Dr. Seema Ghosh</i>	<i>Member</i>
<i>Dr. Sai Padma</i>	<i>Member</i>
<i>Dr. GSVRK Choudary</i>	<i>Member</i>
<i>Mrs. G S Mini</i>	<i>Member</i>
<i>Mrs. Mary Nygi</i>	<i>Member</i>
<i>Mrs. L V Kamala Devi</i>	<i>Member</i>
<i>Mr. G Sreedhar</i>	<i>Member</i>
<i>Mrs. GVS Rajeshwari</i>	<i>Member</i>
<i>Ms. Sindhu Manduri</i>	<i>Student, BA III Yr</i>
<i>Mr. Rithika Charles</i>	<i>Student, BA III Yr</i>
<i>Dr. K Suvarchala Rani</i>	<i>Deputy Coordinator, IQAC</i>
<i>Mrs. B Niraimathi</i>	<i>Coordinator, IQAC</i>

The meeting commenced with a welcome note by the Chairman, Prof. Y.Ashok. The Chairman then took up the agenda items for discussion.

Agenda Item No.1: Submission of SSR for reaccreditation by NAAC:

The Principal, Prof. Y. Ashok, informed all the members that the Self Study Report of the college had been submitted on July 7, 2021. He expressed that clarifications regarding Data Validation and Verification (DVV) were sought by NAAC with regard to Infilbnet Input Review, wherein NAAC considered the data related to research articles of the faculty from 2016 to 2020. Talking about the Student Satisfactory Survey, he said that 22.5 %, i.e., 845 students had responded to the survey and that the college had scored 3.32 on a scale of 4. He informed that DVV for other Criteria aspects (other than Infilbnet Input Review) might start in the first week of August 2021.

Mrs. B Niraimathi, Vice Principal, BVC & IQAC Coordinator was asked to apprise all the members about submission of SSR. She started her appraisal by greeting and thanking the Principal, Prof. Y Ashok and the management for the opportunity of being the IQAC coordinator.

She expressed her gratitude to Prof. PSN Reddy for his constant support and valuable inputs for the SSR. She thanked all the HODs for providing the data in time. She acknowledged the efforts of all the Criteria incharges in compiling the data meticulously in the format prescribed by the NAAC and in submitting it to the IQAC.

She informed that

- after the first round of screening of SSR, discussions had been held with Prof. PSN Reddy and his valuable suggestions had been incorporated before finalising the SSR
- the IQAC had taken the initiative to sensitize all the students of the college to the SSS by arranging brief sessions of address by the Principal

Prof. Y. Ashok informed that the citation index and the H index of the college had improved since 2018.

He added that after the completion of DVV clarifications, the institution should prepare for the Peer Team visit.

Prof. PSN Reddy emphasized on the need for analysis, with regard to improvement in SSS scores. Mr. Sreenivas Jasti also expressed his view that the analysis would help in identifying the areas that need improvement. Dr. K Suvarchala Rani, Dy. Coordinator, IQAC, informed that the SSS should be conducted as part of the submission of Annual Quality Assurance Report (AQAR) in December 2021. In this regard, Prof. PSN Reddy suggested that the questionnaire of the SSR can be given as feedback forms to students. It was resolved that the IQAC would take measures to improve the SSS score in future.

Agenda Item No.2: Preparation for the Peer Team Visit:

The Principal informed that the Peer Team visit could be expected in a month or two of the submission of DVV clarifications, depending on the COVID situation in the country.

He asked the IQAC to focus on the following points as part of the preparation for Peer Team visit:

- Presentation by the Principal highlighting the major achievements of the college
- Departmental presentations highlighting outcome-based education, results and achievements
- Listing and filing of the documents to ensure preparedness for the visit

September 30, 2021 was decided as the deadline for making the institution ready for the Peer Team Visit.

Prof. PSN Reddy made the following suggestions regarding the preparedness of the college for the Peer Team visit:

- A format should be provided by the IQAC for Departmental presentations to ensure uniformity.
- All the common facilities of the college should be functional at the time of the visit.
- Directional sign boards should be maintained in the campus.
- All major achievements of the college should be displayed at significant locations over the campus.
- Photographs of Nobel laureates and educational/instructional posters could be displayed in the classrooms and laboratories.
- Latest achievements of the college should be presented on the display board near the committee room.
- Check list should be prepared by the IQAC for the preparedness of the Peer Team visit and the progress of the work to be monitored.

The following suggestions regarding the preparedness of the college for the Peer Team Visit were offered by Mr.Srinivas Jasti:

- All the documents related to NAAC should be stored in Cloud
- Digital infrastructure of the college should be highlighted in the presentation.
- All the achievements of the college should be uploaded on the college website.

With reference to the above context, the Principal asked Mrs. B Niraimathi, IQAC Coordinator & Alumni Coordinator to prepare a list of the best ten alumni from each department by August 15, 2021.

Agenda Item No.3: Infrastructure Development:

The following proposals were put forward by the Principal about infrastructure development in the college

- Upgradation of Sports Facility

- Construction of Gallery around the football ground
- Setting up of Strong Room for the Examination Branch

He stated that the budget had already been allocated for the infrastructure development, mentioned above. He mentioned that around 700 students had participated in national and international tournaments and that the college had numerous sports achievements. He informed that Mr Anirban Lahiri, alumnus of the college, would represent the country, in Golf, at Tokyo Olympics.

Agenda Item No.4: Planning Faculty / Staff Development Programmes

It was proposed to conduct a 5-day Faculty Development Programme, every year by all departments, according to the norms laid by UGC/NAAC. The same would be included in the academic calendar of the college from 2021-22. Budget allocation would be made for the conduct of the FDPs.

One Staff Development Programme for the non-teaching staff would also be conducted, every year.

Agenda Item No.5: Any other points

- The Principal informed all the members that the IQAC meeting would be conducted on every third Saturday of January, April, July and October, every year.
- He also informed that the Department of Biochemistry had been recognized as a Research Centre and that Dr. A. Sai Padma, Head, Department of Biochemistry and S. Padma, Asst. Professor, Dept. of Biochemistry and Dr. Y. Aparna, Asst. Professor, Dept. of Microbiology were approved as research guides by the Osmania university.
- The IQAC coordinator, Mrs. B. Niraimathi suggested that each department should have one commemorative day in the remembrance of achievers or a day to commemorate the birth anniversary of a great personality in their respective fields.

The meeting ended with the vote of thanks proposed by Mrs. B. Niraimathi, IQAC Coordinator. She thanked the Principal for his support to IQAC, Prof. PSN Reddy for guiding, mentoring and motivating the IQAC members, Mr. Srinivas Jasti for his valuable suggestions, Heads of the Departments, all Criteria incharges and all the members of the IQAC for their contribution and cooperation.

The meeting ended at 12.30 pm.



Mrs. B Niraimathi
Coordinator, IQAC



Prof. Y. Ashok
Principal