

Internal Quality Assurance Cell (IQAC)
Action taken report for 2022-2023

Meeting No.1 on 21/08/2022
Minutes of the Meeting

The members of IQAC met in the Principal Chamber at 10.30A.M under the Chairmanship of Dr.N.Venkateswara Rao , Principal to discuss the following agenda and resolve certain matters in accordance with the IQAC action plan 2022-23.

Agenda:

To discuss on the analysis on the feedback and action taken regarding the feedback analysis

Feedback from Students :

An insight which was recuperated from the responses of the students is the demand for a broader teaching pedagogy that meets global standards. This emphasis on discussion-based, well-paced teaching that helps them to improve their skills and creativity and increase their work place skills.

Action Taken:

These concerns have been shared with the relevant authority for consideration and appropriate action. Improving evaluation methods, formulating assignments and projects that create analytical sense was seen as need of the hour and are being implemented effectively. Proper study material was given and made accessible to students in an organized manner.

Feedback from Students :

Some students also highlighted the desire for more comprehensive and detailed engagement with certain topics and subjects that are to be elaborated for better understanding and competitiveness.

Action Taken:

During syllabus review and revision, from students and teachers, suggestions are conveyed to Adhikavi Nannaya University the authority to forgo and implement the concerns.

Feedback from Students :

During the pandemic, students expressed dissatisfaction with the online mode of instruction and logistical issues faced by them to be acknowledged and addressed appropriately simplified or timelines modified to aid their understanding in the virtual mode.

Action Taken:

This issue was discussed and appropriate measures were taken to resolve this issue. Needful steps are taken for more engaging, notes and lecture recordings are made available to student. This was done as a discretionary practice based on each teacher's preference and in their surveillance when and where required.

Feedback from Teachers :

Some teachers suggested an effective study material on behalf of institution to be made available in both online and offline. This can help student for easy access and in their effective academic preparation.

Action Taken:

The institution has taken cognizance of this parameter and these concerns have been shared with stake holders for consideration and appropriate action. Most important concepts from all the courses were digitalized and are made available to the students by various digital means. The library staff has shared the information regarding new additions of books, subscriptions and links to access e-resources. The information is periodically disseminated to both students and faculty.

Feedback from Teachers :

Some faculty addressed for needful Conferences and Faculty Development Programmes to be organized in the College which can develop their understanding, sense of attainment and better clarifications.

Action Taken:

The institution has taken the validation and appropriate steps are taken. FDP's that can really help the faculty to upgrade their skills and understanding are recognised and encouraged. The following FDP's/webinars/workshops are considered useful to faculty and encouraged them to participate effectively.

Feedback from Employer :

Respondents advised to make empowering students become confident and hardworking employees. They suggested to build ethics and governing skills.

Action Taken:

The syllabus ensures well-rounded enrichment of students' academic knowledge. In order to inculcate diverse teaching pedagogies and motivates students to inhere values, ethics and soft skills, foundation courses and guest lectures are organised effectively.

Members Present:

Sri G Chandrasekhar,
Sri Ch Edukondalu
Sri K Venkata Rao
Smt Maruthi Devi Chowdary
Sri R.Ch. Nageswara Rao
Smt M Rajini
Sri R.S.M. Bhoopal,
Smt G. Indira Kumari
Sri U V Ramaiah

G. Chandrasekhar

Ch. Edukondalu

K. Venkata Rao

M. Maruthi Devi Chowdary

R. Nageswara Rao

M. Rajini

R.S.M. Bhoopal

G. Indira Kumari

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Internal Quality Assurance Cell (IQAC)
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Meeting No.2 on 16/12/2022
Minutes of the Meeting

The members of IQAC met in the Principal Chamber at 10.30A.M under the Chairmanship of Dr.N.Venkateswara Rao , Principal to discuss the following agenda and resolve certain matters in accordance with the IQAC action plan 2022-23.

Agenda:

To discuss on the analysis on the feedback and action taken regarding the feedback analysis

Feedback from Students:

Students requested frequent career counselling sessions so that they have more knowledge about their post collegiate professional options and on their future workplace.

Action Taken:

These concerns have been shared with the relevant authority for consideration and appropriate action. Needful steps are taken to conduct counselling sessions, debates, and seminars for students

Feedback from Teachers :

Need for providing on -Duty Leaves to teachers for attending conferences and FDPs has been highlighted along with more research opportunities and infrastructural facilities

Action Taken:

The institution has taken cognizance of this parameter and these concerns have been shared with the Principal for consideration and appropriate action. FDP's organised by Commissionerate of colligate education are granted on-duty. Prior intimation to the principal faculty participating in National workshops, FDP's conducted by national institutes are given on duty leaves. All the faculty are encouraged to pursue part time P.hd's.

Feedback from Employer :

Some employers recommended to train students, better equipped to handle the diverse set of demands of a workplace, it was advised that students be trained in time and stress management

Action Taken:

These concerns have been shared with the relevant authority for consideration and appropriate action.

Feedback from Alimni :

It has been proposed that the college should keep a track of the career trajectories of the alumni so that it could collaborate with them to organize sessions and workshops on various vocational

issues. Another suggestion is to harness the influence of social media and organize interesting events that can help the alumni to foster a sense of belonging with the institution and the current students as well.

Action Taken:

The institution has taken cognizance of these suggestions and they have been shared with the College Alumni Association and Website Committee. Alumni meetings are also held at the departmental level besides the College Alumni Meetings. The college is in the process to have an online database about alumni and their achievements which will be accessible to alumni and students of the college.

Members Present:

Sri G Chandrasekhar,

Sri Ch Edukondalu

Sri K Venkata Rao

Smt Maruthi Devi Chowdary

Sri R.Ch. Nageswara Rao

Smt M Rajini

Sri R.S.M. Bhoopal,

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Internal Quality Assurance Cell (IQAC)
Action taken report for 2022-2023

Meeting No.3 on 13/03/2023
Minutes of the Meeting

The members of IQAC met in the Principal Chamber at 10.30A.M under the Chairmanship of Dr.N.Venkateswara Rao , Principal to discuss the following agenda and resolve certain matters in accordance with the IQAC action plan 2022-23.

1 Agenda: To discuss on the analysis on the feedback and action taken regarding the feedback analysis

2 Discussion

Opening the meeting Principal welcomed everyone and he explained the reasons for the delay of review of feedback analysis and action taken. Further he submitted the following analysis of feedback and action taken to the members. Members were expressed their satisfaction regarding action taken.

3 Feedback and Action Taken

3.1 Feedback from students

1. An insight which was recuperated from the responses of the students is the demand for a broader teaching pedagogy that meets global standards. This emphasis on discussion-based, well-paced teaching that helps them to improve their skills and creativity and increase their work place skills.

Action Taken: These concerns have been shared with the relevant authority for consideration and appropriate action. Improving evaluation methods, formulating assignments and projects that create analytical sense was seen as need of the hour and are being implemented effectively. Proper study material was given and made accessible to students in an organized manner.

2. Some students also highlighted the desire for more comprehensive and detailed engagement with certain topics and subjects that are to be elaborated for better understanding and competitiveness.

Action Taken: During syllabus review and revision, from students and teachers, suggestions are conveyed to Adhikavi Nannaya University the authority to forgo and implement the concerns.

3. During the pandemic, students expressed dissatisfaction with the online mode of instruction and logistical issues faced by them to be acknowledged and addressed appropriately simplified or timelines modified to aid their understanding in the virtual mode.

Action Taken: This issue was discussed and appropriate measures were taken to resolve this issue. Needful steps are taken for more engaging, notes and lecture recordings are made available to student. This was done as a discretionary practice based on each teacher's preference and in their surveillance when and where required. Students requested frequent career counselling sessions so that they have more knowledge about their post collegiate professional options and on their future workplace.

Action Taken: These concerns have been shared with the relevant authority for consideration and appropriate action. Needful steps are taken to conduct counselling sessions, debates, and seminars for students.

3.2 Feedback from Teachers

Some teachers suggested an effective study material on behalf of institution to be made available in both online and offline. This can help student for easy access and in their effective academic preparation.

Action Taken: The institution has taken cognizance of this parameter and these concerns have been shared with stake holders for consideration and appropriate action. Most important concepts from all the courses were digitized and are made available to the students by various digital means. The library staff has shared the information regarding new additions of books, subscriptions and links to access e-resources.

The information is periodically disseminated to both students and faculty. Some faculty addressed for needful Conferences and Faculty Development Programmes to be organized in the College which can develop their understanding, sense of attainment and better clarifications.

Action Taken: The institution has taken the validation and appropriate steps are taken. FDP's that can really help the faculty to upgrade their skills and understanding are recognised and encouraged. The following FDP's/webinars/workshops are considered useful to faculty and encouraged them to participate effectively. Need for providing on -Duty Leaves to teachers for attending conferences and FDPs has been highlighted along with more research opportunities and infrastructural facilities.

Action Taken: The institution has taken cognizance of this parameter and these concerns have been shared with the Principal for consideration and appropriate action. FDP's organised by Commissionerate of colligate education are granted on-duty. Prior intimation to the principal faculty participating in National workshops, FDP's conducted by national institutes are given on duty leaves. All the faculty are encouraged to pursue part time P.hd's.

3.3 Feedback from Employers

Some employers recommended to train students, better equipped to handle the diverse set of demands of a workplace, it was advised that students be trained in time and stress management

Action Taken: These concerns have been shared with the relevant authority for consideration and appropriate action.

Respondents advised to make empowering students become confident and hardworking employees. They suggested to build ethics and governing skills.

Action Taken: The syllabus ensures well-rounded enrichment of students' academic knowledge. In order to inculcate diverse teaching pedagogues and motivates students to inhere values, ethics and soft skills, foundation courses and guest lectures are organised effectively.


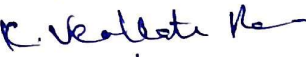




3.4 Feedback from Alumni

It has been proposed that the college should keep a track of the career trajectories of the alumni so that it could collaborate with them to organize sessions and workshops on various vocational issues. Another suggestion is to harness the influence of social media and organize interesting

events that can help the alumni to foster a sense of belonging with the institution and the current students as well.

Action Taken: The institution has taken cognizance of these suggestions and they have been shared with the College Alumni Association and Website Committee. Alumni meetings are also held at the departmental level

Members Present:

Sri G Chandrasekhar, 
Sri Ch Edukondalu
Sri K Venkata Rao 
Smt Maruthi Devi Chowdary 
Sri R.Ch. Nageswara Rao
Smt M Rajini 
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SCIM Govt.College, Tanuku, West Godavari

Overall Feedback Analysis and Action taken Report for (2022-23)

Internal Quality Assurance (IQAC) of SCIM Govt college regularly obtain feedback from students, alumni, employer and teachers on curriculum and its transaction in the institution. The IQAC committee studies the feedback reports and discusses it with principal and Lecturers of all departments. Reports are analysed and suggestions are implemented wherever possible and the matter related to syllabi are communicated to the board of studies and dean of academic affairs of the affiliating Adhikavi nannaya University.

A) Student Feedback		
S.No	Feedback obtained	Action Taken Report
1	A few students suggested that they require additional guidance for academic preparation. The suggestion was discussed with principal during IQAC meeting.	The issue was resolved by deciding to conduct study hours every day from 4.00PM to 5.00 PM. This enhanced the academic preparation of slow learners.
2	A request by some students in the formulation of syllabi to develop their learning, skill development. Some students requested professionally oriented programme that shall enable them to participate in the workplace and increase placement opportunities and future career options.	The college is conceptualizing self-financed courses to address these emerging and diverse needs of the students. Regular orientation programmes and workshops are organized to meet these issues. Feedback on Syllabi is Conveyed to University
3	An insight which was recuperated from the responses of the students is the demand for a broader teaching pedagogy that meets global standards. This emphasis on discussion-based, well-paced teaching that helps them to improve their skills and creativity and increase their work place skills.	These concerns have been shared with the relevant authority for consideration and appropriate action. Improving evaluation methods, formulating assignments and projects that create analytical sense was seen as need of the hour and are being implemented effectively. Proper study material was given and made accessible to students in an organized manner.
4	Some students also highlighted the desire for more comprehensive and detailed engagement with certain topics and subjects that are to be elaborated for better understanding and competitiveness.	During syllabus review and revision, from students and teachers, suggestions are conveyed to Adhikavi Nannaya University the authority to forgo and implement the concerns.
5	During the pandemic, students expressed dissatisfaction with the online mode of instruction and logistical issues faced by them to be acknowledged and addressed appropriately simplified or timelines modified to aid their understanding in the virtual mode.	This issue was discussed and appropriate measures were taken to resolve this issue. Needful steps are taken for more engaging, notes and lecture recordings are made available to student. This was done as a discretionary practice based on each teacher's preference and in their surveillance

		when and where required.
6	Students requested frequent career counselling sessions so that they have more knowledge about their post collegiate professional options and on their future workplace.	These concerns have been shared with the relevant authority for consideration and appropriate action. Needful steps are taken to conduct counselling sessions, debates, and seminars for students to have greater clarity on their career options.
B) Teacher's Feedback		
1	Some teachers suggested modification in syllabus of the course(s) relevant to contemporary trends in the discipline of their specific course	The institution is satisfied with the teachers' response and all their feedback is conveyed to University and précised their concerns.
2	Some teachers suggested the ICT (Information and Communications Technology) facilities to be used effectively in creating a technologically upgraded pedagogical environment that can make lecture effective and for better understanding of concepts by student.	The institution has taken cognizance of this parameter and these concerns have been shared with the relevant authority for consideration and necessary action to strengthen the ICT infrastructure which is already on.
3	Some teachers suggested an effective study material on behalf of institution to be made available in both online and offline. This can help student for easy access and in their effective academic preparation.	The institution has taken cognizance of this parameter and these concerns have been shared with stake holders for consideration and appropriate action. Most important concepts from all the courses were digitalized and are made available to the students by various digital means. The library staff has shared the information regarding new additions of books, subscriptions and links to access e-resources. The information is periodically disseminated to both students and faculty.
4	Some faculty addressed for needful Conferences and Faculty Development Programmes to be organized in the College which can develop their understanding, sense of attainment and better clarifications.	The institution has taken the validation and appropriate steps are taken. FDP's that can really help the faculty to upgrade their skills and understanding are recognised and encouraged. The following FDP's/webinars/workshops are considered useful to faculty and encouraged them to participate effectively
5	Need for providing on -Duty Leaves to teachers for attending conferences and FDPs has been highlighted along with more research opportunities and infrastructural facilities.	The institution has taken cognizance of this parameter and these concerns have been shared with the Principal for consideration and appropriate action. FDP's organised by Commissionerate of colligate education are granted on-duty. Prior intimation to the principal faculty participating in National workshops, FDP's conducted by national institutes are given on duty leaves. All the faculty are encouraged to pursue part time P.hd's.
C) Employer Feedback		

1	Some of the respondents rated modification in syllabus so that this can Develop Practical Solutions to Workplace Problems. This can make students work most effective when they reach the work place after their graduation.	In order to prepare the students for the emerging needs of the field necessary modifications raised by the respondents are addressed to university.
2	Some of the respondents rated to develop Planning and Organization Skills in the students for their better tomorrow	Foundation courses were taught effectively and proper orientation programmes were organised regularly.
3	Respondents advised to make empowering students become confident and hardworking employees. They suggested to built ethics and governing skills.	The syllabus ensures well-rounded enrichment of students' academic knowledge. In order to inculcate diverse teaching pedagogies and motivates students to inhere values, ethics and soft skills, foundation courses and guest lectures are organised effectively.
4	Some employers recommended to train students, better equipped to handle the diverse set of demands of a workplace, it was advised that students be trained in time and stress management.	These concerns have been shared with the relevant authority for consideration and appropriate action.
D) Alumni's Feedback		
1	Alumni feel that the college has positively contributed to their personal and professional growth. They advised to introduce work place environment regularly for better efficiency in future	The institution shall continue striving to incorporate innovative practices to enhance their skills. Internships, project works and field trips were regularly organised to meet the workplace needs.
2	It has been proposed that the college should keep a track of the career trajectories of the alumni so that it could collaborate with them to organize sessions and workshops on various vocational issues. Another suggestion is to harness the influence of social media and organize interesting events that can help the alumni to foster a sense of belonging with the institution and the current students as well.	The institution has taken cognizance of these suggestions and they have been shared with the College Alumni Association and Website Committee. Alumni meetings are also held at the departmental level besides the College Alumni Meetings. The college is in the process to have an online database about alumni and their achievements which will be accessible to alumni and students of the college.



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