



St. Pious X Degree & PG College for Women
Snehapuri Colony, Nacharam, Hyderabad –500076
(Affiliated to Osmania University)

IQAC members in the academic year 2019-20

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. D. Geetha Reddy – Dept. of Commerce
13. Mrs.Monoshri – HoD, Dept. of English
14. Mrs. P. Soumya Sree- Dept. of Computer Science
15. Mrs.Vanisree – HoD, Dept. of Biochemistry
16. Prof. M. Lakshmipathi Rao - External Expert
17. Mrs. Sagarika – Administration
18. Ms. Krishna Priya – Alumni
19. Ms. D.S.K. Pravalika – II B.Sc. BCMC
20. Ms. G. Prakruthi Reddy – II BBA

MINUTES OF THE IQAC MEETINGS HELD DURING THE ACADEMIC YEAR 2019-20

Minutes of the I Meeting: 30th June, 2019 at 3 pm in the Board Room

Agenda

1. To discuss about filling the AQAR for 2018-19 based on new guidelines
2. To plan for Faculty Development Programs for 2019-2020 Academic year
3. To plan for introducing more certificate Courses for Curriculum enrichment

Sr.B.Velangini Chair Person welcomed all the members to the first meeting of IQAC in the academic year 2019-20 and conducted the deliberations. Dr.Sreedevi, Coordinator, IQAC put forth the minutes of the previous meeting and the Action taken report before the council for their perusal and approval.

Proceedings of the meeting:

Dr.S.Sreedevi expressed her gratitude to the management and Heads of all the Department for their cooperation in framing the almanac methodically for the academic year 2019-20 and their help in completing the Handbook.

Point 1: To discuss about filling the AQAR for 2018-19 based on new Guidelines

The IQAC coordinator has suggested all the Criteria Coordinators to follow the new format while filling the online AQAR specified by NAAC. Since the new format needs Technical support, she requested Mrs. Sandhya Sree and Mrs.Sowmya to help the coordinators accomplish the task. Mrs. Sowmya then suggested the usage of Google forms and Sheets for the collection of data from the departments.

As per the discussion, Dr.Komala and Sr.Velangini emphasized that the google sheets should be created adhering to the format of the excel sheets provided by NAAC and then forwarded to all the departments for the collection of data. Principal asked all the coordinators to approve the format before sending to the departments.

Point 2: To plan for Faculty Development Programs for 2019-2020 Academic year

Sr.Velangini advised the members to devise and plan the Faculty Development Programmes to be organised by IQAC and also various departments as per the need of the hour. Mrs.Nagalaxmi Criteria 2 Coordinator proposed a workshop to be organised by IQAC on Outcome Based Education for the faculty members for which all the members gave consent.

Mrs. Nagalaxmi was asked to contact the Resource persons and make necessary arrangements for the workshop.

Point 3: To plan for introducing more certificate Courses for Curriculum enrichment

Mrs. Pritha Ghosh, Coordinator, Criterion I, mentioned about the low number of enrolment of the students into the certificate courses offered by Spoken Tutorials. She advised that the mentors of both UG and PG should motivate the students to get enrolled in large number and avail the wonderful opportunity. Principal suggested the Heads of the Department to plan for a subject related certificate course based on the needs of their respective fields.

The coordinator gave vote of thanks and the meeting was concluded with the best wishes by the Chair Person.



Dr.S.Sreedevi

IQAC Coordinator



Sr.B.Velangini

Principal and Chair Person

Minutes of the II Meeting: 3rd September, 2019 at 3 pm in the Board Room

Agenda

1. To review the activities conducted as scheduled in the Handbook
 2. To discuss the Standard Operating Procedures for filling AQAR
 3. To strengthen student centric activities
- To plan for international conference

Proceedings of the Meeting:

The meeting started with the congratulations by the Principal Sr.Velangini for organizing Faculty development programs by the IQAC.

Point1: To review the activities conducted as scheduled in the Handbook

Sr.Velangini enquired Heads of all the departments if the activities were conducted according to the schedule and if not conducted, the reasons were to be specified. She said that with the blessings of the almighty the admissions for the academic year 2019-20 was satisfactory.

Dr.Sreedevi, IQAC Coordinator thanked all the members for their collective efforts and team spirit in organising the Faculty Development Program successfully.

Point2: To discuss the Standard Operating Procedures for filling AQAR

The IQAC Coordinator requested all the criteria coordinators to adhere to the SOPs (Standard Operating Procedures) specified on the NAAC website. She suggested and requested all the coordinators of various criteria to collect the proofs related to the information filled by the departments for the respective criterion.

Mrs Geetha, coordinator, criterion 5, requested all the members to record the student participation in various activities and their achievements.

Dr.Mala Das Sharma criterion 3 coordinator suggested that the departments should encourage student Internships, student exchange programs and encourage their participation in research projects.

Mrs. Soumya Sree emphasized the data should be categorized in the Google sheets to streamline the data collection process for filling the AQAR.

Point3: To strengthen student centric activities

The Heads of all the Departments and the Criteria coordinators were asked to identify the needs and interests of the students through direct interaction and also through Student Council and accordingly conduct the scheduled events without postponement. The IQAC

coordinator requested the HODs to arrange respective departmental meetings with a focus on strengthening the student participation.

Point4: To plan for international conference

Sr.Velangini asked the IQAC coordinator for the update on organizing the International Conference. Dr.Sreedevi then suggested that the ideal time for the conference would be in the month of December as maximum syllabus would be completed by the teachers and could allocate their time. Since the conference is multidisciplinary it was decided to collaborate with IMRF (International Multidisciplinary Research Foundation) to organize the conference. The HODs were asked to hold a meeting with all the members and finalize the relevant and appropriate themes for the conference.

Dr.Sreedevi proposed the vote of thanks and the meeting was concluded by the best wishes from the Chair Person.



Dr.S.Sreedevi
IQAC Coordinator



Sr.B.Velangini
Principal and Chair Person

Minutes of the III Meeting: 15th October, 2019 at 3 pm in the Board Room

Agenda

1. To plan activities based on the strategic plan to achieve the goals and objectives of the Institution
2. To draw a tentative Schedule for the Student Exchange Programme
3. To take a concerted decision on the organizing of the International Conference

Proceedings of the Meeting:

Sr.Velangini, Chair Person, IQAC welcomed all the members and conducted the proceedings of the meeting.

Point 1: To plan activities based on the strategic plan to achieve the goals and objectives of the Institution.

The chair Person expressed her gratitude to Dr.Pardasaradhi for his relentless efforts in framing the strategic plan based on the goals and objectives of the institution. The Principal requested professor to guide and mentor IQAC team members to organise various faculty and student related activities to strengthen the individual capacities and also enhance the image of the Institution.

Prof.Pardhasaradhi applauded the efforts of IQAC members for their team work. He suggested IQAC team to organise more FDPs related to new teaching methodologies and programmes related to research. He emphasized that research should become a part of teaching and make efforts to improve the quality of education in the institution.

Point 2: To draw a tentative Schedule for the Student Exchange Programme

Principal announced to the members that the proposal for Ignite 2019, A Residential Workshop for the School students was accepted by the management and the IQAC can plan for the same.

Dr.Komala and Ms.C.Vanisree were made the coordinators and were asked to make a 3 day schedule for the Workshop. It was decided that schools under the umbrella of the Catechist Sisters of St. Ann (CSA) Congregation would be invited and not more than two participants would be permitted.

Dr.Sreedevi asked all the Science Departments to plan for the practical sessions and the lecture sessions everyday that inculcate the scientific aptitude in the young minds.

Dr.Grace Beena Paul suggested it would be better to include 2 hours of physical education and Psychology sessions for the children.Every one gave their consent to the programme.

Point 3:To take a concerted decision on organizing the International Conference

Dr.Sreedevi announced that IQAC has planned for an international conference in December 2019, in collaboration with IMRF.

Mrs Malathi suggested two international conferences simultaneously for sciences and arts at the same time. Mrs Geetha proposed to include students also as participants as it provides a platform for them to understand the latest developments in their core areas of academics.

Dr.Mala Das Sharma, criterion 3 coordinator proposed to publish a book with ISBN number to benefit students, research scholars and faculty.

Principal appreciated the proposal and asked Heads of all the departments to propose appropriate titles for the conferences. Principal asked Dr.Sreedevi and Dr.Komala to chalk out the plan and allot duties to the members.

The meeting thus came to an end with the best wishes from Sr.Velangini and Prof.Pardhasaradhi for the International Conferences.



Dr.S.Sreedevi

IQAC Coordinator



Sr.B.Velangini

Principal and Chair Person

Minutes of the IV Meeting: 9th April 2020, at 2 pm held through Online Platform Zoom

Agenda

1. To discuss on online mode of teaching
2. To plan student centric Activities on virtual platform

The unprecedented situation due to the dreadful COVID 19 pandemic was a challenge for the Institution. Sr.Velangini announced the IQAC through WhatsApp and conducted the meeting through the zoom online platform.

Proceedings of the Meeting:

Principal appreciated all the members for accordingly adapting to the situation and responding to the meeting promptly.

Point 1:To discuss on online mode of teaching

Principal Sr.Velangini welcomed all members to a virtual meet for the first time during the lockdown. She inquired about the well being of the faculty and the students. She requested all the members to communicate with the students and keep up their confidence and faith levels during this testing time.

Dr.S.Sreedevi, IQAC Coordinator requested members to propose safe digital platforms to continue with the online teaching and learning activities.

Mrs.Nagalakshmi proposed Zoom platform to take classes. Mrs.Sowmyasree proposed CiscoWebEx platform as there are complaints on usage of Zoom from students. Mrs.Geetha suggested Google Meet for online mode of teaching.

Principal sister advised faculty to use a mobile friendly platform for the convenience of students. Dr.Sreedevi and Dr.Komala suggested departments to continue with their academic and Co -curricular activities on digital platforms.

Principal sister informed that the management is planning to offer online Certificate courses for faculty and students through Course era and Edx to enhance their professional development.

Mrs. Sandhya Sree and Mrs. Somya Sree were asked to look into more details regarding Google meet and google class room apps.

Dr Komala requested faculty of Dept. of Computer Science to organise workshop on various digital platforms for faculty as many are facing technical problems.

Principal sister advised IQAC to publish a book related to Impact of COVID and related topics.

Point 2: To plan Academic and ISR Activities during COVID through virtual platforms

Principal asked faculty to encourage students to participate in spreading awareness on Covid -19 in general. Dr.GraceBeena Paul suggested more orientation programmes on health issues should be organised during this pandemic, which can also be extended to neighbourhood as institutional outreach programmes. Ms. C.Vanisree suggested every department to take-up one activity of creating awareness in form of quiz, webinars etc.

Dr. Sreedevi asked Heads of the Departments to submit the list of activities to be conducted via online mode.

The meeting was concluded by Sr.Velangini with her words of wisdom that lets be united and overcome the hurdles created due to Pandemicsuccessfully and also offered special prayer to the almighty to bless all with good health and protect everyone from the COVID.



Dr.S.Sreedevi

IQAC Coordinator



Sr.B.Velangini

Principal and Chair Person