


BVC/IQAC/15-16/MTS/03


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

Minutes of the 3rd IQAC Meeting

Date: 10th Feb 2016 Time: 2:00PM Venue: Committee Room

Agenda Items:

- 1. Action taken report of the previous meeting held*
- 2. Upgrading the library infrastructure and procurement of computers/books.*
- 3. Establishment of Examination Branch.*
- 4. Annual Quality Assurance Report 2015-16*
- 5. Other points*

The following committee members were present:

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| <i>Air Cmde JLN Sastry, VSM (Retd)</i> | <i>Vice Chairman, BVB</i> |
| <i>Prof. Y Ashok</i> | <i>Principal, Chairman</i> |
| <i>Prof. PSN Reddy</i> | <i>Expert</i> |
| <i>Mr. Sreenivas Jasti</i> | <i>Industrialist</i> |
| <i>Mrs. B Niraimathi</i> | <i>Member</i> |
| <i>Dr. Madhumitha</i> | <i>Member</i> |
| <i>Dr. K Sreelatha Reddy</i> | <i>Member</i> |
| <i>Dr. JyothiNayar</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. GSVRK Choudary</i> | <i>Member</i> |
| <i>Mr. G Sreedhar</i> | <i>Member</i> |
| <i>Mrs. GVS Rajeshwari</i> | <i>Member</i> |
| <i>Mr. Russell Zaheer</i> | <i>Alumnus</i> |

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| <i>Mr. Ramesh Manchikanti</i> | <i>Alumnus</i> |
| <i>Mr. R Rajesh</i> | <i>Parent</i> |
| <i>Ms. Manvi Kansal</i> | <i>Student</i> |
| <i>Mr. Vinay Chari</i> | <i>Student</i> |
| <i>Mrs. K Suvarchala Rani</i> | <i>Deputy Coordinator, IQAC</i> |
| <i>Dr. K Vasudeva Rao</i> | <i>Coordinator, IQAC</i> |

Prof. Y Ashok, Principal, welcomed all the members. The committee discussed the items of the agenda and resolved them as follows:

Item 1: Action taken report on the minutes of the meeting held on 3rd Oct 2015

- National Seminars to be conducted this year - Seminar: 'Role of IQAC in enhancing Innovative Practices in Teaching, learning and Evaluation' was conducted on 10th Dec 2015, and Workshop: 'Grading system and CBCS' was conducted on 16th Feb 2016.*
- BoS meetings for all subjects and courses - BoS meetings for all subjects and courses were completed by 31st July 2015.*
- Future of research programs - IQAC and Dept. of Microbiology conducted a meeting to plan the future of research programs.*

Item 2: Establishment of Examination Branch.

Examination branch location was finalized to be in Room No.55 and 56.As resolved earlier, Dr.K Vasudeva Rao, Head, Department of Math& Statistics will be the Controller of Examinations (CoE).

Item 3: Annual Quality Assurance Report 2015-16.

Dr. K Vasudeva Rao read out the Annual Quality Assurance Report 2015-16and requested all the members to suggest any corrections/changes.

Dr.Jyothi Nayar shared her views on Quality Assurance and she suggested organizing a workshop /FDP on Quality Assurance.


Item 3: Upgrading the library infrastructure and procurement of computers/books


The Chairman opined that Computerization of Library and converting it into an Academic Information Hub is the pre-requisite for our institute to grow academically excellent. He said that the deputy Librarian/In-charge, BVC Library, had informed him earlier that the library staff have started working on computerization and digitization of resources in the Library. The chairperson stressed to circulate a list of e-journals

which are available to the students and faculty. He also said that every year there should be increase in the number of books and asked them to purchase within the allotted budget.

The Chairman, IQAC suggested procurement of computers for the institution.


The meeting adjourned at 4:30 pm.



Dr. K Vasudeva Rao
Coordinator, IQAC


Prof. Y. Ashok
Principal & Chairman, IQAC
(Dr. Y. ASHOK)
PRINCIPAL
Bhavan's Vivekananda College of Science
Humanities & Commerce
Sainikpuri, R.R. (Dist.)

Action Taken Report

| S.No. | Agenda Item | Action Taken |
|-------|---|---|
| 1 | Establishment of Examination Branch | Room No.55 and 56 is the Examination branch. Dr.K Vasudeva Rao, Head, Department of Math & Statistics will be the Controller of Examinations (CoE). |
| 2 | Annual Quality Assurance Report 2015-16. | Suggested, corrected and approved. |
| 3 | Upgrading the library infrastructure and procurement of computers / books | The library staff has started working on computerization and digitization of resources in the Library. |


Dr. K Vasudeva Rao
Coordinator, IQAC


Prof. Y. Ashok
Principal & Chairman, IQAC
(Dr. Y. ASHOK)
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