


BVC/IQAC/16-17/MTS/04

  
**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 4<sup>th</sup> IQAC Meeting

*Date: 27<sup>th</sup> March 2017      Time: 2:30PM      Venue: Committee Room*

**Agenda Items:**

- 1. Action taken report of the previous meeting held*
- 2. Preparation for Assessment and Re-Accreditation*
- 3. Skill enhancement Courses (SEC)*
- 4. Awareness program on gender sensitization (AECC)*
- 5. Any other points*

*The following committee members were present:*

<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>
<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>Mrs. K Suvarchala Rani</i>	<i>Deputy Coordinator, IQAC</i>
<i>Dr. K Vasudeva Rao</i>	<i>Coordinator, IQAC</i>

*The meeting commenced with a welcome note by the Chairman, Prof. Y. Ashok.*

*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 5<sup>th</sup> January 2017***

- Initiate the automation of the Administrative Office and Examination branch - Administrative office and Examination branch were technically strengthened and automated.*
- Wi-Fi connected college campus - The entire college campus was made Wi-Fi friendly by 1<sup>st</sup> March 2017*
- Promote 'Swachh Bharat – Swachh Bhavans'- Swachh Bharat –Swachh Bhavans is being conducted regularly in the college since the last three years.*
- Initiate the installation of the fire safety equipment for the entire college - Fire equipments shall be installed and the office staff shall be adequately trained by the end of the academic year.*
- To undertake quality-related research studies, consultancy and training programs- Research studies, consultancy and training programs are undertaken regularly to attain quality standards.*

***Item 2: Preparation for assessment and accreditation.***

*The list of evidences to be provided at the time of assessment to NAAC Peer Team is discussed point by point and accordingly the Principal requested everyone present to take necessary action. He said that the points discussed are only an indicative list and any other item of consequence for improvement of quality in higher education can be followed. Complying with the above on regular basis would strengthen us in our efforts to take the college to greater heights of excellence.*

**Item 3: Skill Enhancement Courses (SEC)**

- It was suggested by IQAC, to all the departments, to implement SEC as part of the curriculum for the batch of 2017-18 students onwards, in consultation with the Heads of the Departments and BoS.
- The details of the titles and syllabus for SEC were discussed.

**Item 4: Gender Sensitization as part of the curriculum (AECC)**

Osmania University has introduced Gender Sensitization as part of the curriculum (AECC), as a compulsory paper for the 1 year students. The college will also introduce this paper from the academic year 2017-'18.

It was also suggested by IQAC to frame the syllabus and structure for the Generic Elective Courses for the 2017-18 batch and the following batches of students.

The women's cell of the college was initiated to conduct an awareness program on gender sensitization (AECC).

**Item 5: Any other point**

- Procuring feedback regularly from all relevant stakeholders.

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	<i>Preparation for assessment and accreditation, evidences to be provided at the time of assessment to NAAC Peer Team</i>	<i>Relevant Data are being assembled and documented for submission</i>
2	<i>Skill Enhancement Courses</i>	<i>SECs will be implemented from 2017-'18 by various departments to promote employability</i>
3	<i>Gender Sensitization as part of the curriculum (AECC) and Generic Elective Courses for the 2017-18 and the following batch of students</i>	<i>Gender Sensitization as part of the curriculum (AECC) and GECs shall be introduced for the 2017-'18 batch of students onwards.</i>
4	<i>Procuring feedback from all relevant stakeholders.</i>	<i>Feedback is taken regularly from different stakeholders.</i>

  
Dr. K Vasudeva Rao  
Coordinator, IQAC

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