

IQAC



SDHR DEGREE AND PG COLLEGE

Affiliated to S.V. University, Tirupati
#148, New Balaji Colony, AIR By pass Road, Tirupati - 517501
web: www.sdhrcollege.in

Summary of IQAC Meetings

S.No	Activity	Date
1.	IQAC Meeting -13	27-09-2021
2.	IQAC Meeting -12	20-08-2021
3.	IQAC Meeting- 11	25-03-2021
4.	IQAC Meeting -10	08-03-2021
5.	IQAC Meeting- 9	02-11-2020
6.	IQAC Meeting -8	03-03-2020
7.	IQAC Meeting -7	25-10-2019
8.	IQAC Meeting- 6	02-10-2019
9.	IQAC Meeting -5	30-06-2019
10.	IQAC Meeting- 4	20-03-2019
11.	IQAC Meeting -3	12-11-2018
12.	IQAC Meeting -2	22-10-2018
13	IQAC Meeting -1	18-06-2018

**IQAC Meetings – Constitution,
Minutes of Meeting AY 2020-21**



SDHR DEGREE AND PG COLLEGE

Affiliated to S.V.University, Tirupati
#148, New Balaji Colony, AIR Bypass Road, Tirupati - 517501
web: www.sdhrcollege.in

INTERNAL QUALITY ASSURANCE CELL (IQAC)

AY : 2020-21

INTRODUCTION:

The Internal Quality Assurance Cell (IQAC) was established at SDHR Degree and PG College, New Balaji Colony, Tirupati in the month of 06th June, 2018. The Principal of SDHRD&PC Dr. A.Usha, was the Chairperson of IQAC and Dr. C.Alekya, senior faculty from the Department of Sciences was the Coordinator of the IQAC. The IQAC Composition includes all stakeholders of the Institute, i.e., students, alumni and senior faculty, members of the Management and Administration, and members of local community and industry experts.

COMPOSITION OF IQAC

The Internal Quality Assurance Cell (IQAC) has been reconstituted with the following members to develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution.

S.No	Name of the Member	Designation	Position
1	Mr.D V S Chakravarthy Reddy	Chairman	Management Member
2	Mrs.A.Usha	Principal	Chairman
3	Mr.M.Chakrapani	Administrative Officer	Senior Administrative Officer
4	Mrs.D.Chandra Vani	Asst.Professor in Commerce	Faculty Member
5	Mr.P.Gopi	Asst.Professor in Mathematics	Faculty Member
6	Mrs.O.Madhavi	Asst.Professor in Commerce	Faculty Member
7	Mrs.P.Thulasi	Asst.Professor in Management	Faculty Member
8	Mr.J.Sunil	Alumni	Alumni Member
9	Mr.M.Mahendra	Student	Student Member
10	Ms. Syed Afreen	Student	Student member
11	Mr.C V Raja Goapl Reddy	Chairman, CSSR & SRRM Degree College, Kamalapuram	Employer
12	Mr.K.Amarnadha Reddy	Chairman, Kismiss Prove Pvt.Ltd	Industrialist
13	Dr.C.Alekhya	Asso.Professor in Bio-Technology	Coordinator

OBJECTIVE

The main objective of IQAC is

- To develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution
- To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.


STRATEGIES

Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks

- The relevance and quality of academic and research programmes.
- Equitable access and affordability of academic programmes for various sections of society.
- Optimization and integration of modern methods of teaching and learning
- The credibility of internal evaluation procedures.
- Ensuring the adequacy, maintenance and functioning of the support structure and services.
- Knowledge sharing and networking with other institutions in India.

FUNCTIONS OF IQAC

- Maintaining the complete documentation and records as per the UGC and NAAC requirements
- Collecting the Feedback from students, Parents and other Stake holders on Quality related institutional processes.
- Conducting the Academic Audit to each department and prepare the reports
- For organizing inter and intra institutional workshops, seminars on quality related themes and promotion of quality initiatives.
- Documentation of the various programmes/activities of the college, leading to Quality improvement
- IQAC will act as a nodal agency for coordinating quality related activities including adoption and dissemination of good practices


IQAC - Coordinator
IQAC Co-Ordinator
SDHR Degree and PG College
New Balaji Colony, TIRUPATI



SDHR DEGREE AND PG COLLEGE

Affiliated to S.V.University, Tirupati
#148, New Balaji Colony, AIR Bypass Road, Tirupati - 517501
web: www.sdhrcollege.in

Cir No.05/ SDHR/IQAC/2020-21

Date: 27-09-2021

CIRCULAR

This is to inform that a meeting will be conducted to discuss about the various academic activities for the academic year 2020-21. Therefore all the IQAC members are requested to attend the meeting in the principal chamber at 3:30pm on 30-09-2021 without fail.

Agenda

1. Result Analysis
2. Industrial visits
3. Syllabus completion
4. Conducting co-curricular and extra-curricular activities
5. Planning for conduct workshop for faculty


PRINCIPAL

PRINCIPAL
SDHR DEGREE AND PG COLLEGE
TIRUPATI - 517 501

Copy to

1. All the Heads of the Department
2. Administrative Officer
3. All the IQAC Members
4. The Chairman, SDHR Degree & PG College for favour of kind information
5. Concerned file



SDHR DEGREE AND PG COLLEGE

Affiliated to S.V.University, Tirupati
#148, New Balaji Colony, AIR Bypass Road, Tirupati - 517501
web: www.sdhrcollege.in

Minutes of the Meeting of IQAC held on 30-09-2021

Venue: Principal Chamber

Time: 3:30pm to 4:30pm

The following members are attended the meeting of Internal Quality Assurance Committee:

S.No	Name of the Member and Designation	Position	Signature
1	Mr.D V S Chakravarthy Reddy Chairman	Management Member	
2	Mrs.A.Usha Principal	Chairman	
4	Mr.M.Chakrapani	Senior Administrative Officer	
5	Mrs.D.Chandra Vani Asst.Professor in Commerce	Faculty Member	
6	Mr.P.Gopi Asst.Professor in Mathematics	Faculty Member	
7	Mrs.O.Madhavi Asst.Professor in Commerce	Faculty Member	
8	Mrs.P.Thulasi Asst.Professor in Management	Faculty Member	
9	Mr.J.Sunil Alumni	Alumni Member	
10	Mr.M.Mahendra Student	Student Member	
11	Ms. Syed Afreen Student	Student member	
12	Mr.C V Raja Goapl Reddy Chairman, CSSR & SRRM Degree College, Kamalapuram	Employer	
13	Mr.K.Amarnadha Reddy Chairman, Kismiss Prove Pvt.Ltd	Industrialist	
14	Dr.C.Alekhyia Asso.Professor in Bio-Technology	Coordinator	

The Principal has discussed the following points in the meeting with all the IQAC Members.

1. Result Analysis

Review the previous semester results. To improve the results planning for conduct university model examinations. Special care to be taken for slow learners

2. Industrial Visits

The departments have to plan for conducting industrial visits for students. Industrial visits brings clarity to important concepts, as students practical experience firsthand how these concepts are put into action and bridge the gap between classroom theoretical training and practical learning in a real-life environment.

3. Syllabus completion

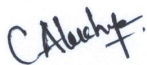
Discussed about the completion of syllabus with all the faculties of concern subjects to complete the syllabus within the stipulated period as per the schedule given by the university.

4. Conducting Co-curricular activities and Extra-curricular activities

The faculty members should plan for conducting co-curricular or extra-curricular activities to the mentees i.e roll play, seminars, debates, Group-discussions, Clean and green, Blood donation and NSS activities etc.

5. Planning for conduct workshop for faculty

Discussed about to encourage the faculty to participate in National and Inter National seminars or conferences.. And also requested the concerned Head of the departments should make a plan to conduct in-house workshop for faculties to improve their teaching-learning methodologies.


IQAC Coordinator
IQAC Co-Ordinator
SDHR Degree and PG College
New Balaji Colony, TIRUPATI


PRINCIPAL
PRINCIPAL
SDHR DEGREE AND PG COLLEGE
TIRUPATI - 517 501



SDHR DEGREE AND PG COLLEGE

Affiliated to S.V. University, Tirupati
#148, New Balaji Colony, AIR Bypass Road, Tirupati - 517501
web: www.sdhrcollege.in

Ref: SDHR/IQAC/2020-21/CIR 04

Date: 20-08-2021

CIRCULAR

It is to inform that a meeting will be conducted to discuss about the various activities of academic plan for even semester of 2020-21. Hence all the IQAC members are requested to attend the meeting in the principal chamber at 2:30pm on 24-08-2021 without fail.

Agenda:4

1. Discussion on Syllabus
2. Online method of teaching to the faculty members
3. Review on Online Classes


PRINCIPAL

PRINCIPAL
SDHR DEGREE AND PG COLLEGE
TIRUPATI - 517 501

Copy to

1. All the Heads of the Department
2. Administrative Officer
3. All the IQAC Members
4. The Chairman, SDHR Degree & PG College for favour of kind information
5. Concerned file



SDHR DEGREE AND PG COLLEGE

Affiliated to S.V.University, Tirupati
#148, New Balaji Colony, AIR Bypass Road, Tirupati - 517501
web: www.sdhrcollege.in

Minutes of the Meeting of IQAC held on 24-08-2021

Venue: Principal Chamber

Time: 2:30pm to 3:30pm

The following members are attended the meeting of Internal Quality Assurance Committee:

S.No	Name of the Member and Designation	Position	Signature
1	Mr.D V S Chakravarthy Reddy Chairman	Management Member	
2	Mrs.A.Usha Principal	Chairman	
4	Mr.M.Chakrapani	Senior Administrative Officer	
5	Mrs.D.Chandra Vani Asst.Professor in Commerce	Faculty Member	
6	Mr.P.Gopi Asst.Professor in Mathematics	Faculty Member	
7	Mrs.O.Madhavi Asst.Professor in Commerce	Faculty Member	
8	Mrs.P.Thulasi Asst.Professor in Management	Faculty Member	
9	Mr.J.Sunil Alumni	Alumni Member	
10	Mr.M.Mahendra Student	Student Member	
11	Ms. Syed Afreen Student	Student member	
12	Mr.C V Raja Goapl Reddy Chairman, CSSR & SRRM Degree College, Kamalapuram	Employer	
13	Mr.K.Amarnadha Reddy Chairman, Kismis Prove Pvt.Ltd	Industrialist	
14	Dr.C.Alekhya Asso.Professor in Bio-Technology	Coordinator	

The Principal has discussed the following points in the meeting with all the IQAC Members.

The Principal has discussed the following points in the meeting with all the IQAC Members.

1. Discussion on Syllabus

Discussed about to complete the syllabus and planning to prepare the time table with hours as per the guidelines issued by the University

2. Online method of teaching to the faculty members

Discussed with the faculty members regarding usage of zoom application and technology

3. Review on Online classes

Discussion with the faculty members regarding online classes, lecture delivery, presentations, student's response and attendance etc

IQAC Coordinator
IQAC Co-Ordinator
SDHR Degree and PG College
New Balaji Colony, TIRUPATI

PRINCIPAL
PRINCIPAL
SDHR DEGREE AND PG COLLEGE
TIRUPATI - 517 501



SDHR DEGREE AND PG COLLEGE

Affiliated to S.V. University, Tirupati
#148, New Balaji Colony, AIR Bypass Road, Tirupati - 517501
web: www.sdhrcollege.in

Cir No.03/ SDHR/IQAC/2020-21

Date: 25-03-2021

CIRCULAR

This is to inform that a meeting will be conducted at 3:00pm on 30-03-2021 for even semester of 2020-21 academic year in the Principal chamber. Hence all the IQAC members are requested to attend the meeting without fail.

Agenda:

1. Enhanced the facilities of Labs and Library
2. Plan of action for Syllabus completion & Add on courses
3. Discussion on remedial classes for the students
4. Conducting Personality Development Programmes
5. Student support activities


PRINCIPAL

PRINCIPAL
SDHR DEGREE AND PG COLLEGE
TIRUPATI

Copy to

1. All the Heads of the Department
2. Administrative Officer
3. All the IQAC Members
4. The Chairman, SDHR Degree & PG College for favour of kind information
5. Concerned file



SDHR DEGREE AND PG COLLEGE

Affiliated to S.V. University, Tirupati
#148, New Balaji Colony, AIR Bypass Road, Tirupati - 517501
web: www.sdhrcollege.in

Minutes of the Meeting of IQAC held on 30-03-2021

Venue: Principal Chamber

Time: 3:00pm to 4:00pm

The following members are attended the meeting of Internal Quality Assurance Committee:

S.No	Name of the Member and Designation	Position	Signature
1	Mr.D V S Chakravarthy Reddy Chairman	Management Member	
2	Mrs.A.Usha Principal	Chairman	
4	Mr.M.Chakrapani	Senior Administrative Officer	
5	Mrs.D.Chandra Vani Asst.Professor in Commerce	Faculty Member	
6	Mr.P.Gopi Asst.Professor in Mathematics	Faculty Member	
7	Mrs.O.Madhavi Asst.Professor in Commerce	Faculty Member	
8	Mrs.P.Thulasi Asst.Professor in Management	Faculty Member	
9	Mr.J.Sunil Alumni	Alumni Member	
10	Mr.M.Mahendra Student	Student Member	
11	Ms. Syed Afreen Student	Student member	
12	Mr.C V Raja Goapl Reddy Chairman, CSSR & SRRM Degree College, Kamalapuram	Employer	
13	Mr.K.Amarnadha Reddy Chairman, Kismiss Prove Pvt.Ltd	Industrialist	
14	Dr.C.Alekhya Asso.Professor in Bio-Technology	Coordinator	

The Principal has discussed the following points in the meeting with all the IQAC Members.

The Principal has discussed the following points in the meeting with all the IQAC Members.

1. Enhanced the facilities of Labs and Library

Discussed about to various labs and library for the students and the students have access a custom-made adoptive learning.

2. Plan of action for syllabus completion and Add on courses

Discussed about the completion of syllabus and planned how many hours to be required to complete the syllabus, requirement of additional hours. Plan of action to conduct internal examinations and add on courses to be conducted in this semester.

3. Discussion on remedial classes for the students

Discussed about the conduct of remedial classes for the students who needs special care and support in academics. Proper programme for to enable students to come up to the level necessary for pursuing higher studies efficiently.

4. Personality Development Programmes

Discussed about the importance of PDP activities and suggested to improve the interview skills among the students

5. Student support activities

Decision has taken to encourage all the students for placement activities organizing the career counseling session by subject experts. Regular Campus Recruitment Training classes conducted by the concerned faculty

IQAC Coordinator
IQAC Co-Ordinator
SDHR Degree and PG College
New Balaji Colony, TIRUPATI

PRINCIPAL
PRINCIPAL
SDHR DEGREE AND PG COLLEGE
TIRUPATI - 517 501



SDHR DEGREE AND PG COLLEGE

Affiliated to S.V. University, Tirupati
#148, New Balaji Colony, AIR Bypass Road, Tirupati - 517501
web: www.sdhrcollege.in

Cir No.02/ SDHR/IQAC/2020-21

Date: 08-03-2021

CIRCULAR

This is to inform that a meeting will be conducted at 3:00pm on 10-03-2021 for even semester of 2020-21 academic year in the Principal chamber. Hence all the IQAC members are requested to attend the meeting without fail.

Agenda:

1. Enhanced the facilities of Labs and Library
2. Discussion on remedial classes for the students
3. Online classroom activities
4. Conducting Personality Development Programmes
5. Plan of action for Syllabus completion & Add on courses


PRINCIPAL

PRINCIPAL
SDHR DEGREE AND PG COLLEGE
TIRUPATI - 517 501

Copy to

1. All the Heads of the Department
2. Administrative Officer
3. All the IQAC Members
4. The Chairman, SDHR Degree & PG College for favour of kind information
5. Concerned file



SDHR DEGREE AND PG COLLEGE

Affiliated to S.V.University, Tirupati
#148, New Balaji Colony, AIR Bypass Road, Tirupati - 517501
web: www.sdhrcollege.in

Minutes of the Meeting of IQAC held on 04-11-2020

Venue: Principal Chamber

Time: 3:00pm to 4:00pm

The following members are attended the meeting of Internal Quality Assurance Committee:

S.No	Name of the Member and Designation	Position	Signature
1	Mr.D V S Chakravarthy Reddy Chairman	Management Member	
2	Mrs.A.Usha Principal	Chairman	
4	Mr.M.Chakrapani	Senior Administrative Officer	
5	Mrs.D.Chandra Vani Asst.Professor in Commerce	Faculty Member	
6	Mr.P.Gopi Asst.Professor in Mathematics	Faculty Member	
7	Mrs.O.Madhavi Asst.Professor in Commerce	Faculty Member	
8	Mrs.P.Thulasi Asst.Professor in Management	Faculty Member	
9	Mr.J.Sunil Alumni	Alumni Member	
10	Mr.M.Mahendra Student	Student Member	
11	Ms. Syed Afreen Student	Student member	
12	Mr.C V Raja Goapl Reddy Chairman, CSSR & SRRM Degree College, Kamalapuram	Employer	
13	Mr.K.Amarnadha Reddy Chairman, Kismiss Prove Pvt.Ltd	Industrialist	
14	Dr.C.Alekhya Asso.Professor in Bio-Technology	Coordinator	

The Principal has discussed the following points in the meeting with all the IQAC Members.

1. Result Analysis

Review the previous semester results and proposed the plan to improve the results by conducting the university model examinations. Decision taken to take a Special care on slow learners

2. Discussion on ICT

Discussed about the role of ICT: Providing of ICT facilities in the educational institution, It is very easy and convenient to the students and teachers can easily understand the concept. ICTs also allow for the creation of digital resources like digital libraries where the students, teachers and professionals can access research material and course material from any place at any time.

3. Online Classroom Activities


Decision have taken to encourage all the faculty members to conduct subject related activities through online classroom wherever and whenever is required.


4. Personality Development Programmes

Discussed about the importance of PDP activities and suggested to improve the interview skills among the students

5. Plan of action for syllabus completion and Add on courses

Discussed about the completion of syllabus and planned how many hours to be required to complete the syllabus, requirement of additional hours. Plan of action to conduct internal examinations and add on courses to be conducted in this semester.


IQAC Coordinator
IQAC Co-Ordinator
SDHR Degree and PG College
New Balaji Colony, TIRUPATI


PRINCIPAL
SDHR DEGREE AND PG COLLEGE
TIRUPATI - 517 501



SDHR DEGREE AND PG COLLEGE

Affiliated to S.V. University, Tirupati
#148, New Balaji Colony, AIR Bypass Road, Tirupati - 517501
web: www.sdhrcollege.in

Cir No.01/ SDHR/IQAC/2020-21

Date: 02-11-2020

CIRCULAR

This is to inform that a meeting will be conducted at 3:00pm on 04-11-2020 for even semester of 2019-20 academic year in the Principal chamber. Hence all the IQAC members are requested to attend the meeting without fail.

Agenda: 1

1. Result Analysis
2. Discussion on ICT
3. Online classroom activities
4. Conducting Personality Development Programmes
5. Plan of action for Syllabus completion & Add on courses


PRINCIPAL

PRINCIPAL
SDHR DEGREE AND PG COLLEGE
TIRUPATI - 517 501

Copy to

1. All the Heads of the Department
2. Administrative Officer
3. All the IQAC Members
4. The Chairman, SDHR Degree & PG College for favour of kind information
5. Concerned file



SDHR DEGREE AND PG COLLEGE

Affiliated to S.V.University, Tirupati
#148, New Balaji Colony, AIR Bypass Road, Tirupati - 517501
web: www.sdhrcollege.in

Minutes of the Meeting of IQAC held on 04-11-2020

Venue: Principal Chamber

Time: 3:00pm to 4:00pm

The following members are attended the meeting of Internal Quality Assurance Committee:

S.No	Name of the Member and Designation	Position	Signature
1	Mr.D V S Chakravarthy Reddy Chairman	Management Member	
2	Mrs.A.Usha Principal	Chairman	
4	Mr.M.Chakrapani	Senior Administrative Officer	
5	Mrs.D.Chandra Vani Asst.Professor in Commerce	Faculty Member	
6	Mr.P.Gopi Asst.Professor in Mathematics	Faculty Member	
7	Mrs.O.Madhavi Asst.Professor in Commerce	Faculty Member	
8	Mrs.P.Thulasi Asst.Professor in Management	Faculty Member	
9	Mr.J.Sunil Alumni	Alumni Member	
10	Mr.M.Mahendra Student	Student Member	
11	Ms. Syed Afreen Student	Student member	
12	Mr.C V Raja Goapl Reddy Chairman, CSSR & SRRM Degree College, Kamalapuram	Employer	
13	Mr.K.Amarnadha Reddy Chairman, Kismiss Prove Pvt.Ltd	Industrialist	
14	Dr.C.Alekhyia Asso.Professor in Bio-Technology	Coordinator	

The Principal has discussed the following points in the meeting with all the IQAC Members.

1. Enhanced the facilities of Labs and Library

1. Result Analysis

Review the previous semester results and proposed the plan to improve the results by conducting the university model examinations. Decision taken to take a Special care on slow learners

2. Discussion on ICT

Discussed about the role of ICT: Providing of ICT facilities in the educational institution, It is very easy and convenient to the students and teachers can easily understand the concept. ICTs also allow for the creation of digital resources like digital libraries where the students, teachers and professionals can access research material and course material from any place at any time.

3. Online Classroom Activities

Decision have taken to encourage all the faculty members to conduct subject related activities through online classroom wherever and whenever is required.

4. Personality Development Programmes

Discussed about the importance of PDP activities and suggested to improve the interview skills among the students

5. Plan of action for syllabus completion and Add on courses

Discussed about the completion of syllabus and planned how many hours to be required to complete the syllabus, requirement of additional hours. Plan of action to conduct internal examinations and add on courses to be conducted in this semester.



IQAC Coordinator

**IQAC Co-Ordinator
SDHR Degree and PG College
New Balaji Colony, TIRUPATI**



PRINCIPAL

**PRINCIPAL
SDHR DEGREE AND PG COLLEGE
TIRUPATI - 517 501**





SDHR DEGREE AND PG COLLEGE

Affiliated to S.V.University, Tirupati
#148, New Balaji Colony, AIR Bypass Road, Tirupati - 517501
web: www.sdhrcollege.in

IQAC ACTION TAKEN REPORT FOR THE YEAR 2020-21

S.No	Items Discussed	Action Taken
1	Discussed about the usage of ICT	Training has been given to all the faculty members for the usage of ICT
2	Discussed about to Conduct the Personality Development Programmes	Conducted personality development programmes classes and explained the examples of communication skills and Interview skills successfully
3	Discussed about to enhance the facilities of Labs and Library	Necessary actions have been taken to improve the facilities of various labs and library for the students.
4	Discussed about Result Analysis	Already the action has taken on improvement of the results, however some more care and focus has to be taken.


IQAC Coordinator
IQAC Co-Ordinator
SDHR Degree and PG College
New Balaji Colony, TIRUPATI


PRINCIPAL
PRINCIPAL
SDHR DEGREE AND PG COLLEGE
TIRUPATI - 517 501

**IQAC Meetings – Constitution,
Minutes of Meeting AY 2019-20**



SDHR DEGREE AND PG COLLEGE

Affiliated to S.V.University, Tirupati
#148, New Balaji Colony, AIR Bypass Road, Tirupati - 517501
web: www.sdhrcollege.in

INTERNAL QUALITY ASSURANCE CELL (IQAC)

AY : 2019-20

INTRODUCTION:

The Internal Quality Assurance Cell (IQAC) was established at SDHR Degree and PG College, New Balaji Colony, Tirupati in the month of 06th June, 2018. The Principal of SDHRD&PC Dr. A.Usha, was the Chairperson of IQAC and Dr. C.Alekya, senior faculty from the Department of Sciences was the Coordinator of the IQAC. The IQAC Composition includes all stakeholders of the Institute, i.e., students, alumni and senior faculty, members of the Management and Administration, and members of local community and industry experts.

COMPOSITION OF IQAC

The Internal Quality Assurance Cell (IQAC) has been reconstituted with the following members to develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution.

S.No	Name of the Member	Designation	Position
1	Mr.D V S Chakravarthy Reddy	Chairman	Management Member
2	Mrs.A.Usha	Principal	Chairman
3	Mr.M.Chakrapani	Administrative Officer	Senior Administrative Officer
4	Mrs.D.Chandra Vani	Asst.Professor in Commerce	Faculty Member
5	Mr.P.Gopi	Asst.Professor in Mathematics	Faculty Member
6	Mrs.O.Madhavi	Asst.Professor in Commerce	Faculty Member
7	Mrs.P.Thulasi	Asst.Professor in Management	Faculty Member
8	Mr. J.Sunil	Alumni	Alumni Member
9	Mr. Kanavalambedu Anil Kumar	Student	Student Member
10	Ms. R Gowthami	Student	Student member
11	Mr.C V Raja Goapl Reddy	Chairman, CSSR & SRRM Degree College, Kamalapuram	Employer
12	Mr.K.Amarnadha Reddy	Chairman, Kismiss Prove Pvt.Ltd	Industrialist
13	Dr.C.Alekhyia	Asso.Professor in Bio-Technology	Coordinator

OBJECTIVE

The main objective of IQAC is

- To develop a system for conscious, consistent and catalytic action to improve The academic and administrative performance of the institution
- To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.


STRATEGIES

Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks

- The relevance and quality of academic and research programmes.
- Equitable access and affordability of academic programmes for various sections of society.
- Optimization and integration of modern methods of teaching and learning
- The credibility of internal evaluation procedures.
- Ensuring the adequacy, maintenance and functioning of the support structure and services.
- Knowledge sharing and networking with other institutions in India.

FUNCTIONS OF IQAC

- Maintaining the complete documentation and records as per the UGC and NAAC requirements
- Collecting the Feedback from students, Parents and other Stake holders on Quality related institutional processes.
- Conducting the Academic Audit to each department and prepare the reports
- For organizing inter and intra institutional workshops, seminars on quality related themes and promotion of quality initiatives.
- Documentation of the various programmes/activities of the college, leading to Quality improvement
- IQAC will act as a nodal agency for coordinating quality related activities including adoption and dissemination of good practices


IQAC - Coordinator
IQAC Co-Ordinator
SDHR Degree and PG College
New Balaji Colony, TIRUPATI



SDHR DEGREE AND PG COLLEGE

Affiliated to S.V.University, Tirupati
#148, New Balaji Colony, AIR Bypass Road, Tirupati - 517501
web: www.sdhrcollege.in

Cir No.4/ SDHR/IQAC/2019-20

Date: 03-03-2020

CIRCULAR

This is to inform that a meeting will be conducted at 2:00pm on 06-30-2020 in the principal chamber to discuss about the following agenda items. Hence all the IQAC members are requested to attend the above meeting without fail.

Agenda

1. To discuss on syllabus completion, plan of action in conducting internal examinations
2. To discuss about the students centric activities and extracurricular activities
3. Planning to conduct guest lecturers and industrial visits
4. To Improvement in academic standards and administrative procedures
5. To discuss about the add on courses


PRINCIPAL

PRINCIPAL
SDHR DEGREE AND PG COLLEGE
TIRUPATI - 517 501

Copy to

1. All the Heads of the Department
2. Administrative Officer
3. All the IQAC Members
4. The Chairman, SDHR Degree & PG College for favour of kind information
5. Concerned file



SDHR DEGREE AND PG COLLEGE

Affiliated to S.V. University, Tirupati
#148, New Balaji Colony, AIR Bypass Road, Tirupati - 517501
web: www.sdhrcollege.in

Minutes of the Meeting of IQAC held on 06-03-2020

Venue: Principal Chamber

Time: 2:00pm to 3:00pm

The following members are attended the meeting of Internal Quality Assurance Committee:

S.No	Name of the Member	Designation	Signature
1	Mr.D V S Chakravarthy Reddy Chairman	Management Member	
2	Mrs.A.Usha Principal	Chairman	
4	Mr.M.Chakrapani	Senior Administrative Officer	
5	Mrs.D.Chandra Vani Asst.Professor in Commerce	Faculty Member	
6	Mr.P.Gopi Asst.Professor in Mathematics	Faculty Member	
7	Mrs.O.Madhavi Asst.Professor in Commerce	Faculty Member	
8	Mrs.P.Thulasi Asst.Professor in Management	Faculty Member	
9	Mr.J.Sunil Alumni	Alumni Member	
10	Mr. Kanavalambedu Anil Kumar Student	Student Member	
11	Ms. R Gowtami Student	Student member	
12	Mr.C V Raja Goapl Reddy Chairman, CSSR & SRRM Degree College, Kamalapuram	Employer	
13	Mr.K.Amarnadha Reddy Chairman, Kismiss Prove Pvt.Ltd	Industrialist	
14	Dr.C.Alekhya Asso.Professor in Bio-Technology	Coordinator	

The Principal has discussed the following points in the meeting with all the IQAC Members.

The Principal has discussed the following points in the meeting with all the IQAC Members.

1. Discuss on syllabus completion, plan of action to conduct internal examinations

Discussed about plan of action to complete the syllabus of each subject, conduct of internal examinations as per the schedule with in the stipulated time and also maintaining the academic records in proper manner. Preparation of time tables and dissemination of time tables, lesson plans and practical records etc in both odd and even semesters

2. To discuss about the extracurricular activities

Discussed about to conduct the extracurricular activities like yoga, meditation and sports. These activities help the students building self – esteem and leadership and potential in the area of interest, skills or talent.

3. Guest lecturers and Industrial visits

Planning to conduct guest lecturers by the various academic and industry experts on contemporary issues or problems and also planning to conduct to visit industries.

4. Academic and administrative procedures

Discussed about to improve the academic and administrative procedures

5. Add on Courses

Discussed about to introduce add on courses

QAC Coordinator

IQAC Co-Ordinator

**SDHR Degree and PG College,
New Balaji Colony, TIRUPATI**

PRINCIPAL

**PRINCIPAL
SDHR DEGREE AND PG COLLEGE
TIRUPATI - 517 501**



SDHR DEGREE AND PG COLLEGE

Affiliated to S.V.University, Tirupati
#148, New Balaji Colony, AIR Bypass Road, Tirupati - 517501
web: www.sdhrcollege.in

Cir No.03/ SDHR/IQAC/2019-20

Date: 25-10-2019

CIRCULAR

This is to inform that a meeting will be conducted at 2:00pm on 29-10-2019 in the principal chamber. Hence all the IQAC members are requested to attend the above meeting without fail.

Agenda

1. To discuss on syllabus completion and conduct internal examinations
2. To discuss about the extracurricular activities
3. Planning to conduct guest lecturers and industrial visits
4. To Improvement in academic standards and administrative procedures
5. To discuss about the add on courses

PRINCIPAL

**PRINCIPAL
SDHR DEGREE AND PG COLLEGE
TIRUPATI - 517 501**

Copy to

1. All the Heads of the Department
2. Administrative Officer
3. All the IQAC Members
4. The Chairman, SDHR Degree & PG College for favour of kind information
5. Concerned file



SDHR DEGREE AND PG COLLEGE

Affiliated to S.V. University, Tirupati
#148, New Balaji Colony, AIR Bypass Road, Tirupati - 517501
web: www.sdhrcollege.in

Minutes of the Meeting of IQAC held on 29-10-2019

Venue: Principal Chamber

Time: 2:00pm to 3:00pm

The following members are attended the meeting of Internal Quality Assurance Committee:

S.No	Name of the Member	Designation	Signature
1	Mr.D V S Chakravarthy Reddy Chairman	Management Member	<i>D. V. S. Chakravarthy</i>
2	Mrs.A.Usha Principal	Chairman	<i>A. Usha</i>
4	Mr.M.Chakrapani	Senior Administrative Officer	<i>M. Chakrapani</i>
5	Mrs.D.Chandra Vani Asst.Professor in Commerce	Faculty Member	<i>D. Chandra Vani</i>
6	Mr.P.Gopi Asst.Professor in Mathematics	Faculty Member	<i>P. Gopi</i>
7	Mrs.O.Madhavi Asst.Professor in Commerce	Faculty Member	<i>O. Madhavi</i>
8	Mrs.P.Thulasi Asst.Professor in Management	Faculty Member	<i>P. Thulasi</i>
9	Mr.J.Sunil Alumni	Alumni Member	<i>J. Sunil</i>
10	Mr. Kanavalambedu Anil Kumar Student	Student Member	<i>K. Anil</i>
11	Ms. R Gowtami Student	Student member	<i>R. Gowtami</i>
12	Mr.C V Raja Goapl Reddy Chairman, CSSR & SRRM Degree College, Kamalapuram	Employer	
13	Mr.K.Amarnadha Reddy Chairman, Kismiss Prove Pvt.Ltd	Industrialist	
14	Dr.C.Alekhya Asso.Professor in Bio-Technology	Coordinator	<i>C. Alekha</i>

The Principal has discussed the following points in the meeting with all the IQAC Members.

1. Discuss on syllabus completion and conduct internal examinations

Discussed about plan of action to complete the syllabus of each subject, conduct of internal examinations as per the schedule given by the university and also maintaining the academic records in proper manner. Preparation of time tables and dissemination of time tables, lesson plans and practical records etc in both odd and even semesters

2. To discuss about the extracurricular activities

Discussed about to conduct the extracurricular activities like yoga, meditation and sports etc. These activities help the students building self – esteem and leadership and potential in the area of interest, skills or talent.

3. Guest lecturers and Industrial visits

Planning to conduct guest lecturers by the various academic and industry experts on contemporary issues or problems and also planning to conduct to visit industries.

4. Academic and administrative procedures

Discussed about to improve the academic and administrative procedures

5. Add on Courses

Discussed about to introduce add on courses

IQAC Coordinator

**IQAC Co-Ordinator
SDHR Degree and PG College
New Balaji Colony, TIRUPATI**

PRINCIPAL

**PRINCIPAL
SDHR DEGREE AND PG COLLEGE
TIRUPATI - 517 501**



SDHR DEGREE AND PG COLLEGE

Affiliated to S.V.University, Tirupati
#148, New Balaji Colony, AIR Bypass Road, Tirupati - 517501
web: www.sdhrcollege.in

Cir No.02/ SDHR/IQAC/2019-20

Date: 02-10-2019

CIRCULAR

This is to inform that a meeting will be conducted at 2:00pm on 04-10-2019 in the principal chamber to discuss the following agenda items. Hence all the IQAC members are requested to attend the above meeting without fail.

Agenda

1. To discuss on syllabus completion, plan of action in conducting internal examinations
2. To monitoring the Mentoring system
3. Planning to conduct guest lecturers and industrial visits
4. To Improvement in academic standards and administrative procedures
5. To discuss about the add on courses


PRINCIPAL

PRINCIPAL
SDHR DEGREE AND PG COLLEGE
TIRUPATI - 517 501

Copy to

1. All the Heads of the Department
2. Administrative Officer
3. All the IQAC Members
4. The Chairman, SDHR Degree & PG College for favour of kind information
5. Concerned file



SDHR DEGREE AND PG COLLEGE

Affiliated to S.V.University, Tirupati
#148, New Balaji Colony, AIR Bypass Road, Tirupati - 517501
web: www.sdhrcollege.in

Minutes of the Meeting of IQAC held on 04-10-2019

Venue: Principal Chamber

Time: 2:00pm to 3:00pm

The following members are attended the meeting of Internal Quality Assurance Committee:

S.No	Name of the Member	Designation	Signature
1	Mr.D V S Chakravarthy Reddy Chairman	Management Member	
2	Mrs.A.Usha Principal	Chairman	
4	Mr.M.Chakrapani	Senior Administrative Officer	
5	Mrs.D.Chandra Vani Asst.Professor in Commerce	Faculty Member	
6	Mr.P.Gopi Asst.Professor in Mathematics	Faculty Member	
7	Mrs.O.Madhavi Asst.Professor in Commerce	Faculty Member	
8	Mrs.P.Thulasi Asst.Professor in Management	Faculty Member	
9	Mr.J.Sunil Alumni	Alumni Member	
10	Mr. Kanavalambedu Anil Kumar Student	Student Member	
11	Ms. R Gowtami Student	Student member	
12	Mr.C V Raja Goapl Reddy Chairman, CSSR & SRRM Degree College, Kamalapuram	Employer	
13	Mr.K.Amarnadha Reddy Chairman, Kismiss Prove Pvt.Ltd	Industrialist	
14	Dr.C.Alekhya Asso.Professor in Bio-Technology	Coordinator	

The Principal has discussed the following points in the meeting with all the IQAC Members.

1. Discuss on syllabus completion, plan of action to conduct internal examinations

Discussed about plan of action to complete the syllabus of each subject, conduct of internal examinations as per the schedule given by the university and also maintaining the academic records in proper manner. Preparation of time tables and dissemination of time tables, lesson plans and practical records etc in both odd and even semesters

2. Monitoring the mentoring system

Discussed about the procedure to allocate the mentees to mentors and explained the responsibilities of the mentors. The Mentors can interact with their mentees in every week and discuss about their academic problems/subjects / shortage of attendance and other issues if any. The mentor can take responsibility to solve their problems.

3. Guest lecturers and Industrial visits

Planning to conduct guest lecturers by the various academic and industry experts on contemporary issues or problems and also planning to conduct to visit industries.

4. Academic and administrative procedures

Discussed about to improve the academic and administrative procedures

5. Add on Courses

Discussed about to introduce add on courses

C. Anand

IQAC Coordinator

**IQAC Co-Ordinator
SDHR Degree and PG College
New Balaji Colony, TIRUPATI**

Arun

PRINCIPAL

**PRINCIPAL
SDHR DEGREE AND PG COLLEGE
TIRUPATI - 517 501**



SDHR DEGREE AND PG COLLEGE

Affiliated to S.V.University, Tirupati
#148, New Balaji Colony, AIR Bypass Road, Tirupati - 517501
web: www.sdhrcollege.in

Cir No.01/ SDHR/IQAC/2019-20

Date: 01-06-2019

CIRCULAR

This is to inform that a meeting will be conducted at 3:00pm on 06-06-2019 in the principal chamber. Hence all the IQAC members are requested to attend the above meeting without fail.

Agenda

1. Result Analysis
2. Industrial visits
3. Syllabus completion
4. Conducting co-curricular and extra-curricular activities
5. Planning for conduct workshop for faculty

PRINCIPAL

PRINCIPAL
SDHR DEGREE AND PG COLLEGE
TIRUPATI - 517 501

Copy to

1. All the Heads of the Department
2. Administrative Officer
3. All the IQAC Members
4. The Chairman, SDHR Degree & PG College for favour of kind information
5. Concerned file



SDHR DEGREE AND PG COLLEGE

Affiliated to S.V.University, Tirupati
#148, New Balaji Colony, AIR Bypass Road, Tirupati - 517501
web: www.sdhrcollege.in

Minutes of the Meeting of IQAC held on 06-06-2019

Venue: Principal Chamber

Time: 3:00pm to 4:00pm

The following members are attended the meeting of Internal Quality Assurance Committee:

S.No	Name of the Member	Designation	Signature
1	Mr.D V S Chakravarthy Reddy Chairman	Management Member	
2	Mrs.A.Usha Principal	Chairman	
4	Mr.M.Chakrapani	Senior Administrative Officer	
5	Mrs.D.Chandra Vani Asst.Professor in Commerce	Faculty Member	
6	Mr.P.Gopi Asst.Professor in Mathematics	Faculty Member	
7	Mrs.O.Madhavi Asst.Professor in Commerce	Faculty Member	
8	Mrs.P.Thulasi Asst.Professor in Management	Faculty Member	
9	Mr.J.Sunil Alumni	Alumni Member	
10	Mr. Kanavalambedu Anil Kumar Student	Student Member	
11	Ms. R Gowtami Student	Student member	
12	Mr.C V Raja Goapl Reddy Chairman, CSSR & SRRM Degree College, Kamalapuram	Employer	
13	Mr.K.Amarnadha Reddy Chairman, Kismiss Prove Pvt.Ltd	Industrialist	
14	Dr.C.Alekhya Asso.Professor in Bio-Technology	Coordinator	

The Principal has discussed the following points in the meeting with all the IQAC Members.

1. Result Analysis

Review the previous semester results. The principal stressed upon maintaining quality in all the academic and administrative Processes and also planning to improve the results by conducting university model examinations for slow learners

2. Industrial Visits

The departments have to plan for conducting industrial visits for students. Industrial visits brings clarity to important concepts, as students practical experience firsthand how these concepts are put into action and bridge the gap between classroom theoretical training and practical learning in a real-life environment.

3. Syllabus completion


Discussed about the completion of syllabus with all the faculties of concern subjects to complete the syllabus within the stipulated period as per the schedule given by the university and also discussed to fix the responsibilities to all the Head of the Departments should follow up and verify to complete the syllabus in time.


4. Conducting Co-curricular activities and Extra-curricular activities

The faculty members should plan for conducting co-curricular or extra-curricular activities to the mentees i.e roll play, seminars, debates, Group-discussions, Clean and green, Blood donation and NSS activities etc.

5. Planning for conduct workshop for faculty

Discussed about to encourage the faculty to participate in National and Inter National seminars or conferences. And also requested the concerned Head of the departments should make a plan to conduct in-house workshop for faculties to improve their teaching-learning methodologies.


IQAC Coordinator
IQAC Co-Ordinator
SDHR Degree and PG College
New Balaji Colony, TIRUPATI


PRINCIPAL
PRINCIPAL
SDHR DEGREE AND PG COLLEGE
TIRUPATI - 51



SDHR DEGREE AND PG COLLEGE

Affiliated to S.V.University, Tirupati
#148, New Balaji Colony, AIR Bypass Road, Tirupati - 517501
web: www.sdhrcollege.in

ACTION TAKEN REPORT FOR THE YEAR 2019-20

S.NO	ITEMS DISCUSSED	ACTION TAKEN
1	Discussed about to Improvement in academic standards and administrative procedures	Necessary instructions and directions have been issued to the staff to keep the academic and administrative records in proper manner.
2	Planning to conduct guest lecturers and industrial visits	Conducted guest lectures and industrial visits
3	Planning for conduct workshop for faculty	Instructions have been issued to all the Head of the Departments to conduct internal workshop during the every academic year for faculty members at their convenient date.
4	Discussed about the students centric activities and extracurricular activities	Action taken to conduct Student centric activities and extra-curricular activities like sports, debates, quiz competitions, roll plays etc.

**IQAC Meetings - Constitution,
Minutes of Meeting AY 2018-19**



SDHR DEGREE AND PG COLLEGE

Affiliated to S.V.University, Tirupati
#148, New Balaji Colony, AIR Bypass Road, Tirupati - 517501
web: www.sdhrcollege.in

INTERNAL QUALITY ASSURANCE CELL (IQAC)

AY :2018-19

INTRODUCTION:

The Internal Quality Assurance Cell (IQAC) was established at SDHR Degree and PG College, New Balaji Colony, Tirupati in the month of 06th June, 2018. The Principal of SDHRD&PC Dr. A.Usha, was the Chairperson of IQAC and Dr. C.Alekya, senior faculty from the Department of Sciences was the Coordinator of the IQAC. The IQAC Composition includes all stakeholders of the Institute, i.e., students, alumni and senior faculty, members of the Management and Administration, and members of local community and industry experts.

COMPOSITION OF IQAC

The Internal Quality Assurance Cell (IQAC) has been reconstituted with the following members to develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution.

S.No	Name of the Member	Designation	Position
1	Mr.D V S Chakravarthy Reddy	Chairman	Management Member
2	Mrs.A.Usha	Principal	Chairman
3	Mr.M.Chakrapani	Administrative Officer	Senior Administrative Officer
4	Mrs.D.Chandra Vani	Asst.Professor in Commerce	Faculty Member
5	Mr.B.Pavan Kumar Reddy	Asst.Professor in Computer Science	Faculty Member
6	Mr.M.Mahadev Naik	Asst.Professor in Humanities	Faculty Member
7	Mrs.K.Swetha	Asst.Professor in Chemistry	Faculty Member
8	Mr. Dinesh	Alumni	Alumni Member
9	Mr. Harshavardhan Gajula	Student	Student Member
10	Ms. Devalla Bharathi	Student	Student member
11	Mr.C V Raja Goapl Reddy	Chairman, CSSR & SRRM Degree College, Kamalapuram	Employer
12	Mr.K.Amarnadha Reddy	Chairman, Kismiss Prove Pvt.Ltd	Industrialist
13	Dr.C.Alekhya	Asso.Professor in Bio-Technology	Coordinator

OBJECTIVE

The main objective of IQAC is

- To develop a system for conscious, consistent and catalytic action to improve The academic and administrative performance of the institution
- To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.

STRATEGIES

Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks

- The relevance and quality of academic and research programmes.
- Equitable access and affordability of academic programmes for various sections of society.
- Optimization and integration of modern methods of teaching and learning
- The credibility of internal evaluation procedures.
- Ensuring the adequacy, maintenance and functioning of the support structure and services.
- Knowledge sharing and networking with other institutions in India.

FUNCTIONS OF IQAC

- Maintaining the complete documentation and records as per the UGC and NAAC requirements
- Collecting the Feedback from students, Parents and other Stake holders on Quality related institutional processes.
- Conducting the Academic Audit to each department and prepare the reports
- For organizing inter and intra institutional workshops, seminars on quality related themes and promotion of quality initiatives.
- Documentation of the various programmes/activities of the college, leading to Quality improvement
- IQAC will act as a nodal agency for coordinating quality related activities including adoption and dissemination of good practices



IQAC - Coordinator
IQAC Co-Ordinator
SDHR Degree and PG College
New Balaji Colony, TIRUPATI.



SDHR DEGREE AND PG COLLEGE

Affiliated to S.V.University, Tirupati
#148, New Balaji Colony, AIR Bypass Road, Tirupati - 517501
web: www.sdhrcollege.in

Cir No.04/ SDHR/IQAC/2018-19/CIR

Date: 20-03-2019

CIRCULAR


It is to inform that a meeting will be conducted to discuss about the various aspects of academic activities for the year 2018-19. Therefore all the IQAC members are requested to attend the meeting in the principal chamber at 11:30am on 22-03-2019 without fail.

Agenda

1. To discuss on Career consultation
2. To monitoring the Mentoring system
3. Planning to conduct guest lecturers and industrial visits
4. To Improvement in academic standards and administrative procedures
5. To discuss about the add on courses

Copy to

1. All the Heads of the Department
2. Administrative Officer
3. All the IQAC Members
4. The Chairman, SDHR Degree & PG College for favour of kind information
5. Concerned file


PRINCIPAL
PRINCIPAL
SDHR DEGREE AND PG COLLEGE
TIRUPATI - 517 501



SDHR DEGREE AND PG COLLEGE

Affiliated to S.V.University, Tirupati
#148, New Balaji Colony, AIR Bypass Road, Tirupati - 517501
web: www.sdhrcollege.in

Minutes of Meeting on Academic Plan for the year 2018-19 held on 22-03-2019

Venue: Principal Chamber

Time: 11:30am to 12.15pm

The following members are attended the meeting of Internal Quality Assurance Committee:

S.No	Name of the Member	Designation	Signature
1	Mr.D V S Chakravarthy Reddy Chairman	Management Member	
2	Mrs.A.Usha Principal	Chairman	
4	Mr.M.Chakrapani	Senior Administrative Officer	
5	Mrs.D.Chandra Vani Asst.Professor in Commerce	Faculty Member	
6	Mr.B.Pavan Kumar Reddy Asst.Professor in Computer Science	Faculty Member	
7	Mr.M.Mahadev Naik Asst.Professor in Humanities	Faculty Member	
8	Mrs.K.Swetha Asst.Professor in Chemistry	Faculty Member	
9	Mr. Dinesh Alumni	Alumni Member	
10	Mr. Harshavardhan Gajula Student	Student Member	
11	Ms. Devalla Bharathi Student	Student member	
12	Mr.C V Raja Goapl Reddy Chairman, CSSR & SRRM Degree College, Kamalapuram	Employer	
13	Mr.K.Amarnadha Reddy Chairman, Kismiss Prove Pvt.Ltd	Industrialist	
14	Dr.C.Alekhyia Asso.Professor in Bio-Technology	Coordinator	

The Principal has discussed the following points in the meeting with all the IQAC Members.

1) To discuss on Career consultation

Discussed about the career consultation is the best help that an educational institution can providing good counselling and mentorship and their career to the students, the institution can get the great trust of learners which ultimately more results in their career.

2) Monitoring the mentoring system

Discussed about the procedure to allocate the mentees to mentors and explained the responsibilities of the mentors. The Mentors can interact with their mentees in every week and discuss about their academic problems/subjects / shortage of attendance and other issues if any. The mentor can take responsibility to solve their problems.

3) Guest lecturers and Industrial visits

Planning to conduct guest lecturers by the various academic and industry experts on contemporary issues or problems and also planning to conduct to visit industries.

4) Academic and administrative procedures

Discussed about to improve the academic and administrative procedures

5) Add on Courses

Discussed about the introducing add on courses



IQAC Coordinator
IQAC Co-Ordinator
SDHR Degree and PG College
New Balaji Colony, TIRUPATI



PRINCIPAL
PRINCIPAL
SDHR DEGREE AND PG COLLEGE
TIRUPATI - 517 501



SDHR DEGREE AND PG COLLEGE

Affiliated to S.V.University, Tirupati
#148, New Balaji Colony, AIR Bypass Road, Tirupati - 517501
web: www.sdhrcollege.in

Cir No.03/ SDHR/IQAC/2018-19/CIR

Date: 12-11-2018

CIRCULAR

It is to inform that a meeting will be conducted to discuss about the various aspects of academic activities for the year 2018-19. Therefore all the IQAC members are requested to attend the meeting in the principal chamber at 02.30 pm on 15-11-2018 without fail.

Agenda

1. To discuss on syllabus completion, plan of action in conducting internal examinations
2. To monitoring the Mentoring system
3. Planning to conduct guest lecturers and industrial visits
4. To Improvement in academic standards and administrative procedures
5. To discuss about the add on courses

Copy to

1. All the Heads of the Department
2. Administrative Officer
3. All the IQAC Members
4. The Chairman, SDHR Degree & PG College for favour of kind information
5. Concerned file

PRINCIPAL

PRINCIPAL
SDHR DEGREE AND PG COLLEGE
TIRUPATI - 517 501



SDHR DEGREE AND PG COLLEGE

Affiliated to S.V.University, Tirupati
#148, New Balaji Colony, AIR Bypass Road, Tirupati - 517501
web: www.sdhrcollege.in

Minutes of Meeting on Academic Plan for the year 2018-19 held on 15-11-2018

Venue: Principal Chamber


Time: 2.30pm to 3.30pm


The following members are attended the meeting of Internal Quality Assurance Committee:

S.No	Name of the Member	Designation	Signature
1	Mr.D V S Chakravarthy Reddy Chairman	Management Member	
2	Mrs.A.Usha Principal	Chairman	
4	Mr.M.Chakrapani	Senior Administrative Officer	
5	Mrs.D.Chandra Vani Asst.Professor in Commerce	Faculty Member	
6	Mr.B.Pavan Kumar Reddy Asst.Professor in Computer Science	Faculty Member	
7	Mr.M.Mahadev Naik Asst.Professor in Humanities	Faculty Member	
8	Mrs.K.Swetha Asst.Professor in Chemistry	Faculty Member	
9	Mr. Dinesh Alumni	Alumni Member	
10	Mr. Harshavardhan Gajula Student	Student Member	
11	Ms. Devalla Bharathi Student	Student member	
12	Mr.C V Raja Goapl Reddy Chairman, CSSR & SRRM Degree College, Kamalapuram	Employer	
13	Mr.K.Amarnadha Reddy Chairman, Kismiss Prove Pvt.Ltd	Industrialist	
14	Dr.C.Alekhyia Asso.Professor in Bio-Technology	Coordinator	

The Principal has discussed the following points in the meeting with all the IQAC Members.

- 1. Discuss on syllabus completion, plan of action to conduct internal examinations**
Discussed about plan of action to complete the syllabus and conduct of internal examinations as per the given scheduled by the university and also maintaining the academic records in proper manner. Preparation of time tables and dissemination of time tables, lesson plans and practical records etc in both odd and even semesters
- 2. Monitoring the mentoring system**
Discussed about the procedure to allocate the mentees to mentors and explained the responsibilities of the mentors. The Mentors can interact with their mentees in every week and discuss about their academic problems/subjects / shortage of attendance and other issues if any. The mentor can take responsibility to solve their problems.
- 3. Encourage the students to participate in extra co-curricular activities**
Discussed about the advantage curricular activities for the students to develop good moral value, discipline and to develop healthy competition among the students. The activities like participation in game, debate, music, arts camping marching drama and seminars. These are very important parts of education to develop the student personality as to strengthen the class room learning.
- 4. Encourage the faculty to participate in the Seminars/conferences/workshops etc.**
Discussed about to enhancing the academic and intellectual environment in the institutions by providing faculty members with ample opportunities to pursue to update their research and pedagogical skills to participate in seminars, conferences, workshops has become vital for development and achieving higher growth rates which could be enabled through creation, transmission and dissemination of knowledge. Faculty members prefer to attend Faculty Development programme (FDP), seminars, workshops and etc.
- 5. Add on Courses**
Discussed about to introducing new add on courses


IQAC Coordinator
IQAC Co-Ordinator
SDHR Degree and PG College
New Balaji Colony, T


PRINCIPAL
PRINCIPAL
SDHR DEGREE AND PG COLLEGE
TIRUPATI - 517 501



SDHR DEGREE AND PG COLLEGE

Affiliated to S.V. University, Tirupati
#148, New Balaji Colony, AIR Bypass Road, Tirupati - 517501
web: www.sdhrcollege.in

Cir No.02/ SDHR/IQAC/2018-19/CIR

Date: 22-10-2018

CIRCULAR

It is to inform that a meeting will be conducted to discuss about the various aspects of academic activities for the year 2018-19. Therefore all the IQAC members are requested to attend the meeting in the principal chamber at 12.30.pm on 24-10-2018 without fail.

Agenda

1. To discuss on syllabus completion, plan of action in conducting internal examinations
2. To monitoring the Mentoring system
3. Encourage the students to participate in extra co-curricular activities
4. Encourage the faculty to participate in the Seminars/conferences/workshops etc.,
5. To discuss about the add on courses


PRINCIPAL

PRINCIPAL
SDHR DEGREE AND PG COLLEGE
TIRUPATI - 517 501

Copy to

1. All the Heads of the Department
2. Administrative Officer
3. All the IQAC Members
4. The Chairman, SDHR Degree & PG College for favour of kind information
5. Concerned file



SDHR DEGREE AND PG COLLEGE

Affiliated to S.V.University, Tirupati
#148, New Balaji Colony, AIR Bypass Road, Tirupati - 517501
web: www.sdhrcollege.in

Minutes of Meeting on Academic Plan for the year 2018-19 held on 24-10-2018

Venue: Principal Chamber

Time: 12.30pm to 1:30pm

The following members are attended the meeting of Internal Quality Assurance Committee:

S.No	Name of the Member	Designation	Signature
1	Mr.D V S Chakravarthy Reddy Chairman	Management Member	
2	Mrs.A.Usha Principal	Chairman	
4	Mr.M.Chakrapani	Senior Administrative Officer	
5	Mrs.D.Chandra Vani Asst.Professor in Commerce	Faculty Member	
6	Mr.B.Pavan Kumar Reddy Asst.Professor in Computer Science	Faculty Member	
7	Mr.M.Mahadev Naik Asst.Professor in Humanities	Faculty Member	
8	Mrs.K.Swetha Asst.Professor in Chemistry	Faculty Member	
9	Mr. Dinesh Alumni	Alumni Member	
10	Mr. Harshavardhan Gajula Student	Student Member	
11	Ms. Devalla Bharathi Student	Student member	
12	Mr.C V Raja Goapl Reddy Chairman, CSSR & SRRM Degree College, Kamalapuram	Employer	
13	Mr.K.Amarnadha Reddy Chairman, Kismiss Prove Pvt.Ltd	Industrialist	
14	Dr.C.Alekhyia Asso.Professor in Bio-Technology	Coordinator	

The Principal has discussed the following points in the meeting with all the IQAC Members.

1. **Discuss on syllabus completion, plan of action to conduct internal examinations**
Discussed about plan of action to complete the syllabus of each subject, conduct of internal examinations as per the scheduled within the stipulated time and also maintaining the academic records in proper manner. Preparation of time tables and dissemination of time tables, lesson plans and practical records etc in both odd and even semesters
2. **Monitoring the mentoring system**
Discussed about the procedure to allocate the mentees to mentors and explained the responsibilities of the mentors. The Mentors can interact with their mentees in every week and discuss about their academic problems/subjects / shortage of attendance and other issues if any. The mentor can take responsibility to solve their problems.
3. **Encourage the students to participate in co-curricular activities**
Discussed about the advantage curricular activities for the students to develop good moral value, discipline and to develop healthy competition among the students. The activities like participation in game, debate, music, arts camping marching drama and seminars. These are very important parts of education to develop the student personality as to strengthen the class room learning.
4. **Encourage the faculty to participate in the Seminars/conferences/workshops etc.**
Discussed about to enhancing the academic and intellectual environment in the institutions by providing faculty members with ample opportunities to pursue to update their research and pedagogical skills to participate in seminars, conferences, workshops has become vital for development and achieving higher growth rates which could be enabled through creation, transmission and dissemination of knowledge. Faculty members prefer to attend Faculty Development programme (FDP), seminars, workshops and etc.
5. **Add on Courses**
Discussed about to introduce add on courses

Alaalya

IQAC Coordinator

IQAC Co-Ordinator
SDHR Degree and PG College
New Balaji Colony, TIRUPATI

Acarya
PRINCIPAL
PRINCIPAL
SDHR DEGREE AND PG COLLEGE
TIRUPATI - 517 501



SDHR DEGREE AND PG COLLEGE

Affiliated to S.V.University, Tirupati
#148, New Balaji Colony, AIR Bypass Road, Tirupati - 517501
web: www.sdhrcollege.in

Cir No.01/ SDHR/IQAC/2018-19/CIR

Date: 18-06-2018

CIRCULAR

It is to inform that a meeting will be conducted to discuss about the various aspects of academic activities for the year 2018-19. Therefore all the IQAC members are requested to attend the meeting in the principal chamber at 3:30pm on 19-06-2018 without fail.

Agenda:

1. To discuss on syllabus completion, plan of action in conducting internal examinations
2. To monitoring the Mentoring system
3. Planning to conduct guest lecturers and industrial visits
4. To Improvement in academic standards and administrative procedures
5. To discuss about the add on courses

Copy to

1. All the Heads of the Department
2. Administrative Officer
3. All the IQAC Members
4. The Chairman, SDHR Degree & PG College for favour of kind information
5. Concerned file



PRINCIPAL

PRINCIPAL
SDHR DEGREE AND PG COLLEGE
TIRUPATI - 517 501



SDHR DEGREE AND PG COLLEGE

Affiliated to S.V.University, Tirupati
#148, New Balaji Colony, AIR Bypass Road, Tirupati - 517501
web: www.sdhrcollege.in

Minutes of Meeting on Academic Plan for the year 2018-19 held on 19-06-2018

Venue: Principal Chamber

Time: 3:30pm to 4:30pm

The following members are attended the meeting of Internal Quality Assurance Committee:

S.No	Name of the Member	Designation	Signature
1	Mr.D V S Chakravarthy Reddy Chairman	Management Member	
2	Mrs.A.Usha Principal	Chairman	
4	Mr.M.Chakrapani	Senior Administrative Officer	
5	Mrs.D.Chandra Vani Asst.Professor in Commerce	Faculty Member	
6	Mr.B.Pavan Kumar Reddy Asst.Professor in Computer Science	Faculty Member	
7	Mr.M.Mahadev Naik Asst.Professor in Humanities	Faculty Member	
8	Mrs.K.Swetha Asst.Professor in Chemistry	Faculty Member	
9	Mr. Dinesh Alumni	Alumni Member	
10	Mr. Harshavardhan Gajula Student	Student Member	
11	Ms. Devalla Bharathi Student	Student member	
12	Mr.C V Raja Goapl Reddy Chairman, CSSR & SRRM Degree College, Kamalapuram	Employer	
13	Mr.K.Amarnadha Reddy Chairman, Kismiss Prove Pvt.Ltd	Industrialist	
14	Dr.C.Alekhyia Asso.Professor in Bio-Technology	Coordinator	

The Principal has discussed the following points in the meeting with all the IQAC Members.

1. **Discuss on syllabus completion, plan of action to conduct internal examinations**
Discussed about plan of action to complete the syllabus of each subject, conduct of internal examinations as per the scheduled within the stipulated time and also maintaining the academic records in proper manner. Preparation of time tables and dissemination of time tables, lesson plans and practical records etc in both odd and even semesters
2. **Monitoring the mentoring system**
Discussed about the procedure to allocate the mentees to mentors and explained the responsibilities of the mentors. The Mentors can interact with their mentees in every week and discuss about their academic problems/subjects / shortage of attendance and other issues if any. The mentor can take responsibility to solve their problems.
3. **Guest lecturers and Industrial visits**
Planning to conduct guest lecturers by the various academic and industry experts on contemporary issues or problems and also planning to conduct to visit industries.
4. **Academic and administrative procedures**
Discussed about to improve the academic and administrative procedures
5. **Add on Courses**
Discussed about to introduce add on courses

CA Lakshya

IQAC Coordinator
IQAC Co-Ordinator
SDHR Degree and PG College
New Balaji Colony, TIRUPATI

Ace

PRINCIPAL
PRINCIPAL
SDHR DEGREE AND PG COLLEGE
TIRUPATI - 517 501



SDHR DEGREE AND PG COLLEGE

Affiliated to S.V.University, Tirupati
#148, New Balaji Colony, AIR Bypass Road, Tirupati - 517501
web: www.sdhrcollege.in

ACTION TAKEN REPORT FOR THE YEAR 2018-19

S.NO	ITEMS DISCUSSED	ACTION TAKEN
1	Discussed on syllabus completion, plan of action in conducting internal examinations	Necessary Time tables have been prepared to complete the syllabus and conduct the examinations as per the schedule given by the University
2	Discussed to monitoring the Mentoring system	Implemented mentoring system
3	Discussed about to encourage the students to participate in extra co-curricular activities	Motivated the students to participate in extra co-curricular activities
4	Discussed about the add on courses	Introduced new add on courses