

2016-17

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TIRUMALA TIRUPATI DEVASTHANAMS  
**S.G.S. ARTS COLLEGE**

**Tiruchanur Road, TIRUPATI-517501**

**Prof. N. VENUGOPAL REDDY**, M.Sc., M.Phil., Ph.D  
PRINCIPAL (FAC)

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**6.5.2: The Institution reviews its teaching learning process , Structure and methodologies of operations and learning out comes at periodic intervals through IQAC setup as per norms and recorded the incremental improvement in various activities.**

**INTERNAL ACADEMIC & ADMINISTRATIVE AUDIT COMMITTEE**  
**ACADEMIC YEAR: 2016-17**

**NOTICE:**

DATE: 10-04-2017

All the HOD/in charge of the departments and office are here by informed that the internal academic and administrative audit for the academic year 2016-17 will be conducted from 17.04.2017 to 20.04.2017 as per the given schedule. All the HOD/ In charge of the respective departments are requested to keep all the 33 files (Hard and soft Copy) ready with supporting documents for verification.

The points are given to the departments for internal audit carried out by AAA committee under the guidance of IQAC. The teams of the teachers will verify the following 33 files during their visit to the departments for internal audit.

1. Daily dairy
2. Perspective plan of the department
3. Analysis reports of the HOD
4. Attendance records
5. Work load distribution
6. Departmental time tables
7. Use of ICT class rooms and innovative teaching- learning methods employed
8. Co-Curricular activity files subject association related to students
9. Lectures-series
10. Extension activity files
11. Internal and university assessments
12. Unit tests: Attendance sheets & Marks sheets
13. Common test : Attendance sheets & Marks sheets
14. Internal marks details : Displayed marks sheets along with signature of principle
15. University result analysis done by department
16. Study tours/Seminars/ Group discussions/Excursions/  
workshops/Internships/Visits
17. Practicing e-Assignments
18. Minutes with action taken of the departmental meetings



19. Corporate life/ university appointments
20. PBAS formats
21. Prominent alumni and progression record of the outgoing students
22. Contribution towards college developmental (committee) work
23. Research contribution : All kinds of publications & guidance
24. MOU/Linkage
25. Annual budget
26. Stock verification
27. Tutor-Ward files and its analysis submissions
28. Annual report of the department
29. Achievements of the department both faculty and students
30. Course run certificate (COP)/Diploma/Value added /Add on
31. E-Content development
32. Placements
33. Student progression record

**Schedule:**

Date of visit	Department	Name of HOD
17-04-2017	English	Dr. V Madhu Kumar
	Telugu	Dr M. Madanna
	Sanskrit	Dr M Madanna
	Mathematics	P.Munibhaskar Rao
	Physics	Dr K Ravindranatha Reddy
18-04-2017	Computer Science	P Udaya
	Statistics	Dr D Chandrakesavulu Naidu
	CT & HM	Sri D. Parameswara
	Chemistry	Dr. B. Sathyanarayana
	Microbiology	Dr. V.Venkatalakshmi
19-04-2017	Economics	Sri E Vijaya Bhaskar
	Political Science	Sri.K. Bhaskaran
	History	Sri. A Madhusudhana Rao
	Commerce	Dr Y Mallikarjuna Rao
	Botany	Smt.P.Bharathi
	Zoology	Sri S N Shammer
	Biotechnology	Sri S N Shammer
20-04-2017	Office	Smt. V.Leelavathi
	Physical Education	Sri. S Chandrasekhar Raju
	Library	Sri. K Muthylaiah Chetty

NAAC CO-ORDINATOR



IQAC CO-ORDINATOR

PRINCIPAL

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T.T.D., TIRUPATI.





# TIRUMALA TIRUPATI DEVASTHANAMS

## S.G.S. ARTS COLLEGE

Tiruchanur Road, TIRUPATI-517501

Prof. N. VENUGOPAL REDDY, M.Sc., M.Phil., Ph.D  
PRINCIPAL (FAC)

6.5.2: The Institution reviews its teaching learning process , Structure and methodologies of operations and learning out comes at periodic intervals through IQAC setup as per norms and recorded the incremental improvement in various activities.

### INTERNAL ACADEMIC & ADMINISTRATIVE AUDIT COMMITTEE ACADEMIC YEAR: 2016-17

To  
The Principal

Schedule of the visit of internal Academic audit committee to the departments. AAA Committee members have visited various departments, Library, physical education department and office in the college as per following schedule between the dates 17-04-2017 to 20-04-2017. The schedule of teachers visit to various departments is as follows.

S.No	Names of committee members	Visit date	Department	Name of HOD
1	Dr D Chandrakesavulu Naidu Sri.D.Parameswara Sri S N Shammer	17-04-2017	English	Dr. V. Madhu Kumar
			Telugu	Dr M. Madanna
			Sanskrit	Dr M Madanna
			Mathematics	P.Munibhaskar Rao
			Physics	Dr K. Ravindranatha Reddy
2	Smt.P.Bharathi Sri P.Munibhaskar Rao DrK Ravindranatha Reddy	18-04-2017	Computer Science	Sri P. Udaya
			Statistics	Dr D.Chandrakesavulu Naidu
			CT & HM	Sri D. Parameswara
			Chemistry	Dr. B. Sathyanarayana
			Microbiology	Dr. V.Venkatalakshmi
3	Dr. V Madhu Kumar Dr. B. Sathyanarayana Sri P Udaya Dr.V.Venkatalakshmi	19-04-2017	Economics	Sri E Vijaya Bhaskar
			Political Science	Sri.K. Bhaskaran
			History	Sri. A. Madhusudhana Rao
			Commerce	Dr Y Mallikarjuna Rao
			Botany	Smt.P.Bharathi
			Zoology	Sri S N Shammer
			Biotechnology	Sri S N Shammer
4	Dr Y Mallikarjuna Rao Dr M. Madanna Sri E Vijaya Bhaskar Sri.K. Bhaskaran	20-04-2017	Office	Smt. V.Leelavathi
			Physical Education	Sri. S. Chandrasekhar Raju
			Library	Sri. K Muthylaiah Chetty

NAAC CO-ORDINATOR



IQAC CO-ORDINATOR

A.B. Senthil  
PRINCIPAL

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# TIRUMALA TIRUPATI DEVASTHANAMS

## S.G.S. ARTS COLLEGE

Tiruchanur Road, TIRUPATI-517501

Prof. N. VENUGOPAL REDDY, M.Sc., M.Phil., Ph.D  
PRINCIPAL (FAC)

**6.5.2: The Institution reviews its teaching learning process , Structure and methodologies of operations and learning out comes at periodic intervals through IQAC setup as per norms and recorded the incremental improvement in various activities.**

ACADEMIC YEAR: 2016-17

Report of internal academic and Administrative Audit

The AAA Committee has visited the departments as per the Schedule and the team has identified certain short comings which have to fulfil by the departments in the given time

Department: English

Date of Visit: 17-04-2017

S.No	AAA committee observations	AAA committee suggestions
1	Department has completed the activity like perspective plan work distribution departmental meetings	
2	Daily dairy record of the staff is good	
3	Progression record of outgoing students is not satisfactory	Student appointment records should be updated
4	E-Content development activity of the department is maintained properly	

Department: Telugu

Date of Visit: 17-04-2017

S.No	AAA committee observations	AAA committee suggestions
1	Research work of the department is good	
2	Extension activity of the department is satisfactory	
3	Awards and recognition received for extension activities	
4	Department has completed the activity like perspective plan work distribution departmental meetings	
5	Use of ICT class room and innovative teaching method is not satisfactory	Put more emphasis on the use of ICT class room and innovative teaching

Department: Sanskrit

Date of Visit: 17-04-2017

S.No	AAA committee observations	AAA committee suggestions
1	Extension activity of the department is satisfactory	
2	Programs like Nationals festivals, Birth anniversaries etc. are organized	
3	E-Content development activity of the department is poor	The E-Assignment activity should be improved



Department: Mathematics

Date of Visit: 17-04-2017

S.No	AAA committee observations	AAA committee suggestions
1	Research work of the department is poor	Department should focus more on research
2	Overall contribution towards college developmental (Committee) work of the faculty is satisfactory	
3	E-Content development activity of the department is maintained properly	

Department: Physics

Date of Visit: 17-04-2017

S.No	AAA committee observations	AAA committee suggestions
1	Research work of the department is good	
2	Use of ICT class room and innovative teaching method is not satisfactory	Put more emphasis on the use of ICT class room and innovative teaching

Department: Chemistry

Date of visit: 18-04-2017

S.No	AAA committee observations	AAA committee suggestions
1	University results of the department are good.	
2	The record of prominent alumni and progression record of outgoing students is maintained better	University appointment record should be updated
3	Research work of the department is poor	Record of MOU / Linkage should be modified and updated

Department: Microbiology

Date of visit: 18-04-2017

S.No	AAA committee observations	AAA committee suggestions
1	Extension activity of the department is satisfactory	Analysis report of HOD can be improved
2	Use of ICT class room and innovative teaching method Is not satisfactory	University appointment record should be updated

Department: CT&amp;HM

Date of Visit: 18-04-2017

S.No	AAA committee observations	AAA committee suggestions
1	Research work of the department is poor	
2	Use of ICT class room and innovative teaching method is satisfactory	Put more emphasis on the use of ICT class room and innovative teaching

Department: Statistics

Date of Visit: 18-04-2017

S.No	AAA committee observations	AAA committee suggestions
1	The record of prominent alumni and progression record of outgoing students is good	
2	E-Content development activity of the department is poor	The E-Assignment activity should be improved

Department: Computer Science

Date of Visit: 18-04-2017

S.No	AAA committee observations	AAA committee suggestions
1	Students participation in university, State, national international academic events is Satisfactory	



2	Research work of the department is poor	
3	Department is not updating its IT facilities	Latest hardware should be made available

Department: Economics

Date of Visit: 19-04-2017

S.No	AAA committee observations	AAA committee suggestions
1	Overall contribution towards college developmental (Committee) work of the faculty is satisfactory	
2	The activities like perspective plan, work distribution, departmental meetings are not satisfactory	Record of minutes with action taken of the departmental meetings should be updated

Department: Political Science

Date of Visit: 19-04-2017

S.No	AAA committee observations	AAA committee suggestions
1	Research work of the department is poor	Department should focus more on research
2	Daily dairy record of the staff is good	
3	The record of prominent alumni and progression record of outgoing students is not maintained.	

Department: History

Date of Visit: 19-04-2017

S.No	AAA committee observations	AAA committee suggestions
1	Overall contribution towards college developmental (Committee) work of the faculty is not satisfactory	Extension activity of the department should be improved
2	Daily dairy record of the staff is good	

Department: Commerce

Date of Visit: 19-04-2017

S.No	AAA committee observations	AAA committee suggestions
1	Research work of the department is good	
2	E-Content development activity of the department is satisfactory	
3	Overall contribution towards college developmental (Committee) work of the faculty is not satisfactory	contribution towards college developmental work should be improved

Department: Botany

Date of Visit: 19-04-2017

S.No	AAA committee observations	AAA committee suggestions
1	Organization of guest lectures, field trips, workshops etc is satisfactory	
2	Awards and recognition received for extension activities	
3	Overall contribution towards college developmental (Committee) work of the faculty is not satisfactory	contribution towards college developmental work should be improved

Department: Zoology

Date of Visit: 19-04-2017

S.No	AAA committee observations	AAA committee suggestions
1	Daily dairy record of the staff is good	
2	Research work of the department is not satisfactory	



Department: Bio-Technology

Date of Visit: 19-04-2017

S.No	AAA committee observations	AAA committee suggestions
1	Progression record of outgoing students is good	
2	Overall contribution towards college developmental (Committee) work of the faculty is not satisfactory	Contribution towards college developmental work should be improved
3		

Department: Physical Education

Date of Visit: 20-04-2017

S.No	AAA committee observations	AAA committee suggestions
1	Indoor games infrastructure is not satisfactory	Infrastructure should be improved
2	Students participation in university ,State , national events is satisfactory	Emphasis should be provided on student participation in International Events
3	Student faculty ratio is not satisfactory	

Library

Date of Visit: 20-04-2017

S.No	AAA committee observations	AAA committee suggestions
1	Digital library is not available	
2	Separate reading room for staff is not provided	Staff should be provided separate reading room
3	Working hours are not mentioned properly	Working hours should be mentioned on Digital Boards

Office

Date of Visit: 20-04-2017

S.No	AAA committee observations	AAA committee suggestions
1	Online scholarships are implemented effectively	
2	Proper implementation of grants is observed	
3	Students are enrolled as per government norms	
4	Office running is not satisfactory	Co-ordination among office staff is needed

### Analysis of academic and administration audit

S. No	Verification points	ENGLISH	TELUGU	SANSKRIT	MATHS	PHYSICS	COMPUTER SC	STATISTICS	CT&HM	CHEMISTRY	MICRO BIOLOGY	ECONOMICS	POLITICAL SCIENCE	HISTORY	COMMERCE	BOTANY	ZOOLOGY	BIO TECH
1	Daily dairy	3	4	4	3	3	4	3	4	3	3	4	3	3	3	4	4	3
2	Perspective plan of the department	3	4	3	2	2	3	4	2	4	4	3	3	3	3	4	3	3
3	Analysis reports of the HOD	3	4	3	3	3	4	4	3	3	2	3	3	3	3	3	3	3
4	Attendance records	3	3	3	2	2	3	4	3	4	3	3	3	3	2	3	3	3







S. No	Verification points	ENGLISH	TELUGU	SANSKRIT	MATHS	PHYSICS	COMPUTER SC	STATISTICS	CT&HM	CHEMISTRY	MICRO BIOLOGY	ECONOMICS	POLITICAL SCIENCE	HISTORY	COMMERCE	BOTANY	ZOOLOGY	BIO TECH
	nships/Visits																	
17	Practicing e-Assignments	3	4	3	3	3	3	2	3	3	3	3	3	3	3	3	3	3
18	Minutes with action taken of the departmental meetings	3	3	4	3	3	3	3	3	3	3	2	3	3	3	3	3	3
19	Corporate life/ university appointments	2	4	4	3	3	3	4	3	2	2	3	3	2	3	3	3	3
20	PBAS formats	2	3	3	3	3	2	2	3	3	4	3	3	3	3	3	3	3
21	Prominent alumni and progression record of the outgoing students	2	4	3	3	3	3	3	4	3	3	3	3	3	3	3	3	3
22	Contribution towards college developmental (committee) work	4	2	2	2	2	3	3	3	4	4	3	3	3	2	2	2	2
23	Research contribution : All kinds of publications & guidance	4	4	4	4	2	2	3	2	4	3	2	2	2	4	2	2	3
24	MOU/Linkage	3	3	3	3	3	3	3	3	2	4	3	3	2	3	2	2	2
25	Annual budget	4	3	3	3	3	3	3	4	4	4	3	3	3	3	3	3	3
26	Stock verification	3	3	4	3	3	3	4	3	4	3	2	3	3	3	3	3	3
27	Tutor-Ward files and its analysis submissions	4	2	2	3	3	3	3	3	3	4	3	3	3	3	3	3	3
28	Annual report of the department	4	4	3	3	3	4	3	3	4	3	3	3	3	3	3	3	3
29	Achievements of the department both faculty and students	3	3	3	3	3	4	4	3	4	4	3	3	3	3	3	3	3



S. No	Verification points	ENGLISH	TELUGU	SANSKRIT	MATHS	PHYSICS	COMPUTER SC	STATISTICS	CT&HM	CHEMISTRY	MICRO BIOLOGY	ECONOMICS	POLITICAL SCIENCE	HISTORY	COMMERCE	BOTANY	ZOOLOGY	BIO TECH
30	Course run certificate (COP)/Diploma/ Value added /Add on	4	4	3	3	3	4	3	2	3	3	2	3	3	3	3	3	3
31	E-Content development	4	4	3	3	3	2	2	3	3	4	3	3	3	2	3	3	3
32	Placements	2	3	4	3	3	3	3	3	3	3	3	2	3	3	3	3	3
33	Student progression record	3	4	4	3	3	4	4	3	4	3	3	2	3	3	3	3	3
	Total	106	111	107	95	92	108	107	98	110	110	96	94	94	96	98	97	96

#### Analysis of academic and administrative audit

Academic year 2016-17

Each point has given 5 credits and all 33 points have total 165credits.The grading is consider from percentile.

S.No	Department	Total	Percentage	Grade
1	ENGLISH	98	59.39	A
2	TELUGU	95	57.58	A
3	SANSKRIT	98	59.39	A
4	MATHS	101	61.21	B <sup>+</sup>
5	PHYSICS	99	60.00	B <sup>+</sup>
6	COMPUTER SC	93	56.36	A
7	STATISTICS	97	58.79	A
8	CT&HM	110	66.67	B <sup>+</sup>
9	CHEMISTRY	108	65.45	A
10	MICRO BIOLOGY	114	69.09	A
11	ECONOMICS	109	66.06	B <sup>+</sup>
12	POLITICAL SC	110	66.67	B <sup>+</sup>
13	HISTORY	99	60.00	B <sup>+</sup>
14	COMMERCE	113	68.48	B <sup>+</sup>



15	BOTANY	113	68.48	B <sup>+</sup>
16	ZOOLOGY	98	59.39	B <sup>+</sup>
17	BIO TECH	97	58.79	B <sup>+</sup>

Scale for Gradation

A++	A+	A	B+	B	C	D
>80%	80-71	70-61	60-51	50-41	40-31	30-21

NAAC CO-ORDINATOR



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IQAC CO-ORDINATOR

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PRINCIPAL (FAC)

6.5.2: The Institution reviews its teaching learning process , Structure and methodologies of operations and learning out comes at periodic intervals through IQAC setup as per norms and recorded the incremental improvement in various activities.

### Internal Quality Assurance Cell (IQAC) IQAC Committee for Academic Year 2016-2017

Composition	Name of the Person
Chair Person	Dr.A.B.Santhi, Principal
Convenor	Sri A.MadhuSudhanRao HOD of History
Members	Dr.Y.MallikarjunaRao HOD of Commerce
	Dr.V.Madhu Kumar HOD of English
	Dr.K.Ravindranadh Reddy HOD of Physics
	Dr.D.ChandraKesavula Naidu HOD of Statistics
Member from the Management	Dr.A.Vijaya Kumar Devasthanams Educational Officer, TTD,Tirupati.
Senior Administrative Person	Smt. V.Leelavathi Superintendent
Nominee from the Society	Sri O. Rajamanikyam Advocate
Nominee from the Students	P.Bharathi

NAAC CO-ORDINATOR



IQAC CO-ORDINATOR

A.B. Santhi  
PRINCIPAL

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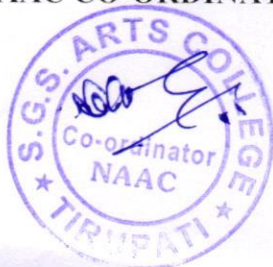
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### Internal Quality Assurance Cell (IQAC)

IQAC Committee for Academic Year 2017-2018

Composition	Name of the Person
Chair Person	Dr.A.B.Santhi, Principal
Convenor	Sri A.MadhuSudhanRao HOD of History
Members	Dr.Y.MallikarjunaRao HOD of Commerce
	Dr.V.Madhu Kumar HOD of English
	Dr.K.Ravindranadh Reddy HOD of Physics
	Dr.D.ChandraKesavula Naidu HOD of Statistics
Member from the Management	Sri.M.Ramachandraiah, Devasthanams Educational Officer, TTD,Tirupati.
Senior Administrative Person	Smt. V.Leelavathi, Superintendent
Nominee from the Society	Sri O. Rajamanikyam Advocate
Nominee from the Students	V.Poojitha

NAAC CO-ORDINATOR



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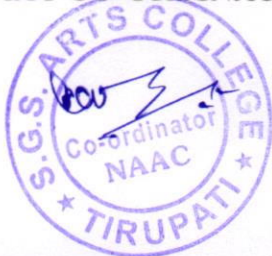
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**Internal Quality Assurance Cell (IQAC)**

**IQAC Committee for Academic Year 2018-2019**

Composition	Name of the Person
Chair Person	Dr.L.R.Mohan Kumar Reddy, Principal
Convenor	Sri A.Madhu Sudhan Rao HOD of History
Members	Dr.Y.Mallikarjuna Rao HOD of Commerce
	Dr.V.Madhu Kumar HOD of English
	Dr.K.Ravindranadh Reddy HOD of Physics
	Dr.D.Chandra Kesavula Naidu HOD of Statistics
Member from the Management	Sri.M.Rama chandraiah, Devasthanams Educational Officer, TTD, Tirupati.
Senior Administrative Person	Smt.K.Indira, Superintendent
Nominee from the Society	Sri O. Rajamanikyam Advocate
Nominee from the Students	S.Yerramala

NAAC CO-ORDINATOR



IQAC CO-ORDINATOR

Madhu Sudhan Rao

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### Internal Quality Assurance Cell (IQAC)

**IQAC Committee for Academic Year 2019-2020**

Composition	Name of the Person
Chair Person	Dr.C.Ramesh Principal
Convenor	Dr.N.Jagadesh Kumar
Members	Dr.Y.MallikarjunaRao HOD of Commerce
	Dr.V.Madhu Kumar HOD of English
	Dr.K.Ravindranadh Reddy HOD of Physics
	Dr.D.ChandraKesavula Naidu HOD of Statistics
Member from the Management	Dr.R.Ramana Prasad. Devasthanams Educational Officer, TTD,Tirupati.
Senior Administrative Person	Smt.G.Somalatha Superintendent
Nominee from the Society	Sri O. Rajamanikyam Advocate
Nominee from the Students	K.Deepa

NAAC CO-ORDINATOR



IQAC CO-ORDINATOR

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2020-21

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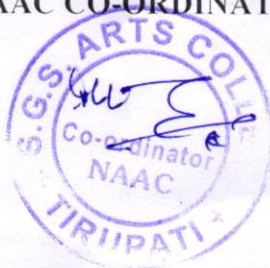
### Internal Quality Assurance Cell (IQAC)

Composition of IQAC Constituted on 18-06-2020

IQAC Committee for Academic Year 2020-2021

Composition	Name of the Person
Chair Person	Dr.N.Venu Gopal Reddy Principal
Convenor	Sri N.Jagadesh Kumar Lecturer in Physics
Members	Dr.B.Uma Maheswari HOD of Commerce
	Dr.V.Madhu Kumar HOD of English
	Dr.K.Ravindranadh Reddy HOD of Physics
	Dr.D.Chandra Kesavula Naidu HOD of Statistics
Member from the Management	Sri C.Govindarajan, Devasthanams Educational Officer, TTD, Tirupati.
Senior Administrative Person	Smt.G.Somalatha Superintendent
Nominee from the Society	Sri O. Rajamanikyam Advocate
Nominee from the Students	M.Gurramma

NAAC CO-ORDINATOR



IQAC CO-ORDINATOR

*[Signature]*

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### IQAC Meetings

#### Internal Quality Assurance Cell (IQAC)

#### Meeting-1

The minutes of the meeting, Internal Quality Assurance Cell (IQAC)  
Minutes of Internal Quality Assurance Cell (IQAC) held on 20-06-2016 at 11A.M in the principal chamber.

The following Members were attended the meeting

S.No.	Name of the Member	Signature
1.	Dr.Y.Mallikarjun Rao	
2.	Dr.V.Madhu Kumar	
3.	Dr.K.Ravindranadh Reddy	
4.	Dr.D.Chandra Kesavulu Naidu	
5.	P.Bharathi	
6.	V.Leelavathi	

The IQAC committee recommended the following steps to be taken.

#### Agenda:

1. To advise HODs of the departments to prepare Academic calendar of the academic year 2016-17 with a list of all activities, Co-Curricular and Extra – Curricular activities and Midterm examinations.
2. To instruct the departments to conduct certificate courses.
3. To conduct orientation programs for all first year students.
4. To update all records in view of Academic Audit.
5. To conduct Student Union Inauguration.
6. To conduct National festivals and Birth anniversaries of National Leaders
7. To Organize YOGA classes to the students.
8. To conduct National Mathematics Day on the Birth Anniversary of Srinivas Ramanujan.
9. To suggest Telugu department to conduct Telugu Basha Dinoshvam
10. To motivate the entire faculty to apply for Major Research Projects and to attend Conference/Seminars, to update the Research activities.
11. To advise Anti -Ragging committee regarding the conduction of an awareness program on ragging
12. To conduct Mentor- Mentee Activities.




13. All departments are instructed to conduct various curricular activities like student Seminars, Quiz competitions, Guest Lectures, Field trips and Student projects etc.
14. Faculty is instructed to analyze the Results.
15. To conduct remedial classes to increase pass percentage
16. To conduct Parent-Teacher meeting in the third week of December.
17. To conduct NSS day celebration by the NSS units.
18. To organize Blood Donation Camp through NCC/NSS.
19. The HODs of the departments are advised to maintained Alumni record of their departments.
20. To conduct coaching for competitive examinations to the final year students  
To conduct internal examinations as per the schedule
21. To celebrate Women International Day on 8<sup>th</sup> March,2017 on the occasion of International Women
22. To plan for College Day, Cultural Day, Sports day & Hostel day celebrations in the month of March -2017.
23. To conduct remedial coaching for Academically Backward Students.
24. To instruct Audit committee to conduct Internal Academic Audit.

Resolutions:

The IQAC discussed various items in the agenda and passed appropriate resolutions.  
The meeting ended with vote of thanks.

  
Coordinator

  
Chairman  
PRINCIPAL  
S.G.S. ARTS COLLEGE  
T.T.D., THIRUPATI.





# TIRUMALA TIRUPATI DEVASTHANAMS

## S.G.S. ARTS COLLEGE

Tiruchanur Road, TIRUPATI-517501

Prof. N. VENUGOPAL REDDY, M.Sc., M.Phil., Ph.D  
PRINCIPAL (FAC)

6.5.2: The Institution reviews its teaching learning process , Structure and methodologies of operations and learning out comes at periodic intervals through IQAC setup as per norms and recorded the incremental improvement in various activities.

### Internal Quality Assurance Cell (IQAC) Meeting-2

The minutes of Internal Quality Assurance cell (IQAC) review meeting held on 08-03-2017 at 11.30 A.M in the principal chamber to discuss about the action taken on the resolutions passed in the first IQAC meeting held on 20-06-2016.

The following members were attended the meeting.

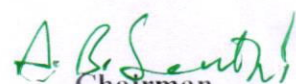
S.No.	Name of the Member	Signature
1.	Dr.Y.Mallikarjun Rao	
2.	Dr.V.Madhu Kumar	
3.	Dr.K.Ravindranadh Reddy	
4.	Dr.D.Chandra Kesavulu Naidu	
5.	P.Bharathi	
6.	V.Leelavathi	



PLAN OF ACTION	ACHIEVEMENTS/OUTCOMES
To conduct Orientation programme	Orientation programme for all First Year Students was conducted in the First week of reopening of the College.
Anti-Ragging Classes	Anti-Ragging Classes were conducted by IQAC Members for all the students as per the UGC Guidelines
To organize Blood Donation Camp	Blood Donation Camp was organized by NSS, NCC along with the Blood Donation wing of S.G.S.Arts College
To encourage the Staff to attend the Conferences and Seminars.	Faculty were attended National Conferences, Seminars and, Workshops.
To encourage the Staff to publish their Research papers.	Research Papers were published in International and National Journals.
Training Programmes	Faculty were attended the Faculty Development Programmes (FDP)
To Conduct Field trips for the students to enrich their knowledge	Field trips were conducted by the Departments of Botany, Chemistry and Physics
To identify backlog students by the concerned faculty to give remedial coaching to improve the pass percentage	The backlog students were identified and given remedial coaching to improve the pass percentage in the coming University Examinations
National festivals & Birth anniversary of national leaders	Celebrated all national festivals and Birth anniversaries.
Internal examinations	Conducted as per schedule
National Science Day	Celebrated by all the Science Departments on 28-02-2016
Coaching for Competitive Examination to final year Students	Coaching was conducted for Competitive Examinations and also PGCET coaching for Chemistry, Microbiology, Statistics , Mathematics, Economics, Physics and commerce
Academic Audit	Academic Audit was conducted and the departments were assigned appropriate grading.
Co-Curricular activities	Conducted seminars / Quiz competitions /Group discussions to enrich student capabilities.
Certificate courses	Certificate courses were conducted
Alumni meeting	Conducted
Games & Sports and Cultural programmes.	Students were participated in university and state level Games & Sports and Cultural programmes.

The members discussed about the resolutions passed in the first meeting and appropriate action taken. The following actions were taken on the issues discussed in the first meeting.

  
Coordinator

  
Chairman  
PRINCIPAL  
S.G.S. ARTS COLLEGE  
T.T.D., TIRUPATI.





# TIRUMALA TIRUPATI DEVASTHANAMS

## S.G.S. ARTS COLLEGE

Tiruchanur Road, TIRUPATI-517501

Prof. N. VENUGOPAL REDDY, M.Sc., M.Phil., Ph.D  
PRINCIPAL (FAC)

**6.5.2: The Institution reviews its teaching learning process , Structure and methodologies of operations and learning out comes at periodic intervals through IQAC setup as per norms and recorded the incremental improvement in various activities.**

### IQAC Meetings

#### Internal Quality Assurance Cell (IQAC)

#### Meeting-1

The minutes of the meeting, Internal Quality Assurance Cell (IQAC)  
Minutes of Internal Quality Assurance Cell (IQAC) held on 23-06-2017 at 11A.M in the principal chamber.

The following Members were attended the meeting

S.No.	Name of the Member	Signature
1.	Dr.Y.Mallikarjun Rao	
2.	Dr.V.Madhu Kumar	
3.	Dr.K.Ravindranadh Reddy	
4.	Dr.D.Chandra Kesavulu Naidu	
5.	P.Bharathi	
6.	V.Leelavathi	

The IQAC committee recommended the following steps to be taken.

#### Agenda:

1. To advise HODs of the departments to prepare Academic calendar of the academic year 2017-18 with a list of all activities, Co-Curricular and Extra – Curricular activities and Midterm examinations.
2. To instruct the departments to conduct certificate courses.
3. To conduct orientation programs for all first year students.
4. To update all records in view of Academic Audit.
5. To conduct Student Union Inauguration.
6. To conduct National festivals and Birth anniversaries of National Leaders
7. To Organize YOGA classes to the students.
8. To conduct National Mathematics Day on the Birth Anniversary of Srinivas Ramanujan.
9. To suggest Telugu department to conduct Telugu Basha Dinoshvam
10. To motivate the entire faculty to apply for Major Research Projects and to attend Conference/Seminars, to update the Research activities.
11. To advise Anti -Ragging committee regarding the conduction of an awareness program on ragging
12. To conduct Mentor- Mentee Activities.
13. All departments are instructed to conduct various curricular activities like student Seminars, Quiz competitions, Guest Lectures, Field trips and Student projects etc.




14. Faculty is instructed to analyze the Results.
15. To conduct remedial classes to increase pass percentage
16. To conduct Parent-Teacher meeting in the third week of December.
17. To conduct NSS day celebration by the NSS units.
18. To organize Blood Donation Camp through NCC/NSS.
19. The HODs of the departments are advised to maintained Alumni record of their departments.
20. To conduct coaching for competitive examinations to the final year students  
To conduct internal examinations as per the schedule
21. To celebrate Women International Day on 8<sup>th</sup> March,2018 on the occasion of International Women
22. To plan for College Day, Cultural Day, Sports day & Hostel day celebrations in the month of March -2018.
23. To conduct remedial coaching for Academically Backward Students.
24. To instruct Audit committee to conduct Internal Academic Audit.

Resolutions:

The IQAC discussed various items in the agenda and passed appropriate resolutions.  
The meeting ended with vote of thanks.

  
Coordinator

  
Chairman

PRINCIPAL  
S.G.S. ARTS COLLEGE  
T.T.D., TIRUPATI.





# TIRUMALA TIRUPATI DEVASTHANAMS

## S.G.S. ARTS COLLEGE

Tiruchanur Road, TIRUPATI-517501

**Prof. N. VENUGOPAL REDDY**, M.Sc., M.Phil., Ph.D  
PRINCIPAL (FAC)

**6.5.2: The Institution reviews its teaching learning process , Structure and methodologies of operations and learning out comes at periodic intervals through IQAC setup as per norms and recorded the incremental improvement in various activities.**

### Internal Quality Assurance Cell (IQAC) Meeting-2

The minutes of Internal Quality Assurance cell (IQAC) review meeting held on 23-03-2018 at 11.30 A.M in the principal chamber to discuss about the action taken on the resolutions passed in the first IQAC meeting held on 23-06-2017.

The following members were attended the meeting.

S.No.	Name of the Member	Signature
1.	Dr.Y.Mallikarjun Rao	
2.	Dr.V.Madhu Kumar	
3.	Dr.K.Ravindranadh Reddy	
4.	Dr.D.Chandra Kesavulu Naidu	
5.	P.Bharathi	
6.	V.Leelavathi	



PLAN OF ACTION	ACHIEVEMENTS/OUTCOMES
To conduct Orientation programme	Orientation programme for all First Year Students was conducted in the First week of reopening of the College.
Anti-Ragging Classes	Anti-Ragging Classes were conducted by IQAC Members for all the students as per the UGC Guidelines
To organize Blood Donation Camp	Blood Donation Camp was organized by NSS, NCC along with the Blood Donation wing of S.G.S.Arts College
To encourage the Staff to attend the Conferences and Seminars.	Faculty were attended National Conferences, Seminars and, Workshops.
To encourage the Staff to publish their Research papers.	Research Papers were published in International and National Journals.
Training Programmes	Faculty were attended the Faculty Development Programmes (FDP)
To Conduct Field trips for the students to enrich their knowledge	Field trips were conducted by the Departments of Botany, Chemistry and Physics
To identify backlog students by the concerned faculty to give remedial coaching to improve the pass percentage	The backlog students were identified and given remedial coaching to improve the pass percentage in the coming University Examinations
National festivals & Birth anniversary of national leaders	Celebrated all national festivals and Birth anniversaries.
Internal examinations	Conducted as per schedule
National Science Day	Celebrated by all the Science Departments on 28-02-2018
Coaching for Competitive Examination to final year Students	Coaching was conducted for Competitive Examinations and also PG CET coaching for Chemistry, Microbiology, Statistics, Mathematics, Economics, Physics and commerce
Academic Audit	Academic Audit was conducted and the departments were assigned appropriate grading.
Co-Curricular activities	Conducted seminars / Quiz competitions / Group discussions to enrich student capabilities.
Certificate courses	Certificate courses were conducted
Alumni meeting	Conducted
Games & Sports and Cultural programmes.	Students were participated in university and state level Games & Sports and Cultural programmes.

The members discussed about the resolutions passed in the first meeting and Appropriate action taken. The following actions were taken on the issues discussed in the first meeting.

  
Coordinator

  
Chairman

PRINCIPAL  
S.G.S. ARTS COLLEGE  
T.T.D., THIRUPATI.





# TIRUMALA TIRUPATI DEVASTHANAMS

## S.G.S. ARTS COLLEGE

Tiruchanur Road, TIRUPATI-517501

Prof. N. VENUGOPAL REDDY, M.Sc., M.Phil., Ph.D  
PRINCIPAL (FAC)

2018-19

**6.5.2: The Institution reviews its teaching learning process , Structure and methodologies of operations and learning out comes at periodic intervals through IQAC setup as per norms and recorded the incremental improvement in various activities.**

### IQAC Meetings

Internal Quality Assurance Cell (IQAC)

#### Meeting-1

The minutes of the meeting, Internal Quality Assurance Cell (IQAC)  
Minutes of Internal Quality Assurance Cell (IQAC) held on 21-06-2018 at 11A.M in the principal chamber.

The following Members were attended the meeting

S.No.	Name of the Member	Signature
1.	Dr.Y.Mallikarjun Rao	
2.	Dr.V.Madhu Kumar	
3.	Dr.K.Ravindranadh Reddy	
4.	Dr.D.Chandra Kesavulu Naidu	
5.	P.Bharathi	
6.	V.Leelavathi	

The IQAC committee recommended the following steps to be taken.

#### Agenda:

1. To advise HODs of the departments to prepare Academic calendar of the academic year 2018-19 with a list of all activities, Co-Curricular and Extra – Curricular activities and Midterm examinations.
2. To instruct the departments to conduct certificate courses.
3. To conduct orientation programs for all first year students.
4. To update all records in view of Academic Audit.
5. To conduct Student Union Inauguration.
6. To conduct National festivals and Birth anniversaries of National Leaders
7. To Organize YOGA classes to the students.
8. To conduct National Mathematics Day on the Birth Anniversary of Srinivas Ramanujan.
9. To suggest Telugu department to conduct Telugu Basha Dinoshvam
10. To motivate the entire faculty to apply for Major Research Projects and to attend Conference/Seminars, to update the Research activities.
11. To advise Anti -Ragging committee regarding the conduction of an awareness program on ragging
12. To conduct Mentor- Mentee Activities.
13. All departments are instructed to conduct various curricular activities like student Seminars, Quiz competitions, Guest Lectures, Field trips and Student projects etc.



14. Faculty is instructed to analyze the Results.
15. To conduct remedial classes to increase pass percentage
16. To conduct Parent-Teacher meeting in the third week of December.
17. To conduct NSS day celebration by the NSS units.
18. To organize Blood Donation Camp through NCC/NSS.
19. The HODs of the departments are advised to maintained Alumni record of their departments.
20. To conduct coaching for competitive examinations to the final year students  
To conduct internal examinations as per the schedule
21. To celebrate Women International Day on 8<sup>th</sup> March,2019 on the occasion of International Women
22. To plan for College Day, Cultural Day, Sports day & Hostel day celebrations in the month of March -2019.
23. To conduct remedial coaching for Academically Backward Students.
24. To instruct Audit committee to conduct Internal Academic Audit.

Resolutions:

The IQAC discussed various items in the agenda and passed appropriate resolutions.  
The meeting ended with vote of thanks.

Coordinator

Chairman

PRINCIPAL  
S.G.S. ARTS COLLEGE  
T.T.D., TRUPATI





# TIRUMALA TIRUPATI DEVASTHANAMS

## S.G.S. ARTS COLLEGE

Tiruchanur Road, TIRUPATI-517501

Prof. N. VENUGOPAL REDDY, M.Sc., M.Phil., Ph.D  
PRINCIPAL (FAC)

6.5.2: The Institution reviews its teaching learning process , Structure and methodologies of operations and learning out comes at periodic intervals through IQAC setup as per norms and recorded the incremental improvement in various activities.

### Internal Quality Assurance Cell (IQAC) Meeting-2

The minutes of Internal Quality Assurance cell (IQAC) review meeting held on 15-03-2019 at 11.30 A.M in the principal chamber to discuss about the action taken on the resolutions passed in the first IQAC meeting held on 21-06-2018.

The following members were attended the meeting.

S.No.	Name of the Member	Signature
1.	Dr.Y.Mallikarjun Rao	
2.	Dr.V.Madhu Kumar	
3.	Dr.K.Ravindranadh Reddy	
4.	Dr.D.Chandra Kesavulu Naidu	
5.	P.Bharathi	
6.	V.Leelavathi	



PLAN OF ACTION	ACHIEVEMENTS/OUTCOMES
To conduct Orientation programme	Orientation programme for all First Year Students was conducted in the First week of reopening of the College.
Anti-Ragging Classes	Anti-Ragging Classes were conducted by IQAC Members for all the students as per the UGC Guidelines
To organize Blood Donation Camp	Blood Donation Camp was organized by NSS, NCC along with the Blood Donation wing of S.G.S.Arts College
To encourage the Staff to attend the Conferences and Seminars.	Faculty were attended National Conferences, Seminars and, Workshops.
To encourage the Staff to publish their Research papers.	Research Papers were published in International and National Journals.
Training Programmes	Faculty were attended the Faculty Development Programmes (FDP)
To Conduct Field trips for the students to enrich their knowledge	Field trips were conducted by the Departments of Botany, Chemistry and Physics
To identify backlog students by the concerned faculty to give remedial coaching to improve the pass percentage	The backlog students were identified and given remedial coaching to improve the pass percentage in the coming University Examinations
National festivals & Birth anniversary of national leaders	Celebrated all national festivals and Birth anniversaries.
Internal examinations	Conducted as per schedule
National Science Day	Celebrated by all the Science Departments on 28-02-2019
Coaching for Competitive Examination to final year Students	Coaching was conducted for Competitive Examinations and also PGCET coaching for Chemistry, Microbiology, Statistics , Mathematics, Economics, Physics and commerce
Academic Audit	Academic Audit was conducted and the departments were assigned appropriate grading.
Co-Curricular activities	Conducted seminars / Quiz competitions /Group discussions to enrich student capabilities.
Certificate courses	Certificate courses were conducted
Alumni meeting	Conducted
Games & Sports and Cultural programmes.	Students were participated in university and state level Games & Sports and Cultural programmes.

Coordinator

Madam Sir

Chairman

PRINCIPAL  
S.G.S. ARTS COL.  
T.T.D., TIRUPATI





# TIRUMALA TIRUPATI DEVASTHANAMS

## S.G.S. ARTS COLLEGE

Tiruchanur Road, TIRUPATI-517501

Prof. N. VENUGOPAL REDDY, M.Sc., M.Phil., Ph.D  
PRINCIPAL (FAC)

2019-20

6.5.2: The Institution reviews its teaching learning process , Structure and methodologies of operations and learning out comes at periodic intervals through IQAC setup as per norms and recorded the incremental improvement in various activities.

### IQAC Meetings

Internal Quality Assurance Cell (IQAC)

### Meeting-1

The minutes of the meeting, Internal Quality Assurance Cell (IQAC) Minutes of Internal Quality Assurance Cell (IQAC) held on 17-06-2019 at 11A.M in the principal chamber.

The following Members were attended the meeting

S.No.	Name of the Member	Signature
1.	Dr.Y.Mallikarjun Rao	
2.	Dr.V.Madhu Kumar	
3.	Dr.K.Ravindranadh Reddy	
4.	Dr.D.Chandra Kesavulu Naidu	
5.	P.Bharathi	
6.	V.Leelavathi	

The IQAC committee recommended the following steps to be taken.

### Agenda:

1. To advise HODs of the departments to prepare Academic calendar of the academic year 2019-20 with a list of all activities, Co-Curricular and Extra – Curricular activities and Midterm examinations.
2. To instruct the departments to conduct certificate courses.
3. To conduct orientation programs for all first year students.
4. To update all records in view of Academic Audit.
5. To conduct Student Union Inauguration.
6. To conduct National festivals and Birth anniversaries of National Leaders
7. To Organize YOGA classes to the students.
8. To conduct National Mathematics Day on the Birth Anniversary of Srinivas Ramanujan.
9. To suggest Telugu department to conduct Telugu Basha Dinoschvam
10. To motivate the entire faculty to apply for Major Research Projects and to attend Conference/Seminars, to update the Research activities.
11. To advise Anti -Ragging committee regarding the conduction of an awareness program on ragging
12. To conduct Mentor- Mentee Activities.



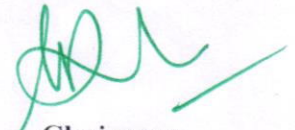
13. All departments are instructed to conduct various curricular activities like student Seminars, Quiz competitions, Guest Lectures, Field trips and Student projects etc.
14. Faculty is instructed to analyze the Results.
15. To conduct remedial classes to increase pass percentage
16. To conduct Parent-Teacher meeting in the third week of December.
17. To conduct NSS day celebration by the NSS units.
18. To organize Blood Donation Camp through NCC/NSS.
19. The HODs of the departments are advised to maintained Alumni record of their departments.
20. To conduct coaching for competitive examinations to the final year students  
To conduct internal examinations as per the schedule
21. To celebrate Women International Day on 8<sup>th</sup> March,2020 on the occasion of International Women
22. To plan for College Day, Cultural Day, Sports day & Hostel day celebrations in the month of March -2020.
23. To conduct remedial coaching for Academically Backward Students.
24. To instruct Audit committee to conduct Internal Academic Audit.

**Resolutions:**

The IQAC discussed various items in the agenda and passed appropriate resolutions.  
The meeting ended with vote of thanks.



**Coordinator**



**Chairman**

**PRINCIPAL  
S.G.S. ARTS COLLEGE  
T.T.D., TIRUPATI**





# TIRUMALA TIRUPATI DEVASTHANAMS

## S.G.S. ARTS COLLEGE

Tiruchanur Road, TIRUPATI-517501

Prof. N. VENUGOPAL REDDY, M.Sc., M.Phil., Ph.D  
PRINCIPAL (FAC)

6.5.2: The Institution reviews its teaching learning process , Structure and methodologies of operations and learning out comes at periodic intervals through IQAC setup as per norms and recorded the incremental improvement in various activities.

### Internal Quality Assurance Cell (IQAC) Meeting-2

The minutes of Internal Quality Assurance cell (IQAC) review meeting held on 17-03-2020 at 11.30 A.M in the principal chamber to discuss about the action taken on the resolutions passed in the first IQAC meeting held on 17-06-2019.

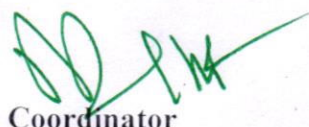
The following members were attended the meeting.

S.No.	Name of the Member	Signature
1.	Dr.Y.Mallikarjun Rao	
2.	Dr.V.Madhu Kumar	
3.	Dr.K.Ravindranadh Reddy	
4.	Dr.D.Chandra Kesavulu Naidu	
5.	P.Bharathi	
6.	V.Leelavathi	



PLAN OF ACTION	ACHIEVEMENTS/OUTCOMES
To conduct Orientation programme	Orientation programme for all First Year Students was conducted in the First week of reopening of the College.
Anti-Ragging Classes	Anti-Ragging Classes were conducted by IQAC Members for all the students as per the UGC Guidelines
To organize Blood Donation Camp	Blood Donation Camp was organized by NSS, NCC along with the Blood Donation wing of S.G.S.Arts College
To encourage the Staff to attend the Conferences and Seminars.	Faculty were attended National Conferences, Seminars and, Workshops.
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National festivals & Birth anniversary of national leaders	Celebrated all national festivals and Birth anniversaries.
Internal examinations	Conducted as per schedule
National Science Day	Celebrated by all the Science Departments on 28-02-2020
Coaching for Competitive Examination to final year Students	Coaching was conducted for Competitive Examinations and also PGCET coaching for Chemistry, Microbiology, Statistics , Mathematics, Economics, Physics and commerce
Academic Audit	Academic Audit was conducted and the departments were assigned appropriate grading.
Co-Curricular activities	Conducted seminars / Quiz competitions /Group discussions to enrich student capabilities.
Certificate courses	Certificate courses were conducted
Alumni meeting	Conducted
Games & Sports and Cultural programmes.	Students were participated in university and state level Games & Sports and Cultural programmes.

The members discussed about the resolutions passed in the first meeting and appropriate action taken. The following actions were taken on the issues discussed in the first meeting.



**Coordinator**

*Mani Kumar Siva*



**Chairman**  
**PRINCIPAL**  
**S.G.S. ARTS COLLEGE**  
**T.T.D., TIRUPATI.**