

CERTIFICATE

This register containing page No.s from 01 to 90 is meant for NAAC (National Assessment Accreditation Council) & UGC of TTWRDC (M), Maripeda.

[Signature]

Incharge

[Signature]

Principal

* CERTIFICATE *

This Register Containing Pgr No.s from "01-90" is ment for NAAC [National Assessment Accreditation Council] & UGC of TTWRDC [M], Maripeda.

[Signature]
Principal

T.T.W.R.DEGREE COLLEGE (MEN)
Maripeda, Mahabubabad-Pin:506 315

NAAC College Council Formation

At: 02-02-2021

Principal invited senior staff members for the formation of NAAC college council today in his chamber.

The following 6 members are drafted in the council.

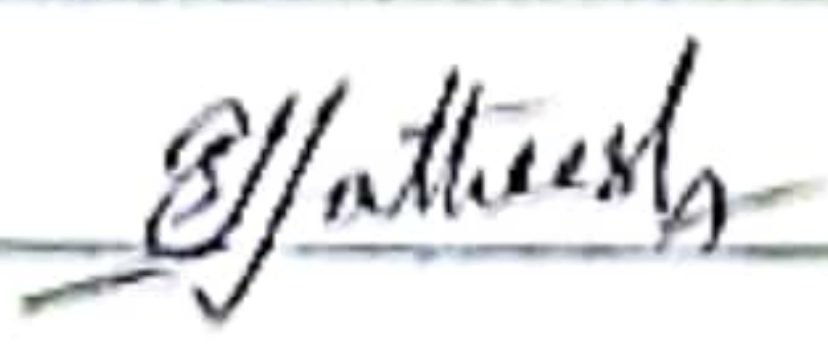
- 1) Principal (Chairman)
- 2) J. Satheesh Goud (Incharge)
- 3) Ch. Keshava Reddy (Member)
- 4) O. Rajkumar (Member)
- 5) U. Tameem (Member)
- 6) Md. Ashraf (Technical Assistant)

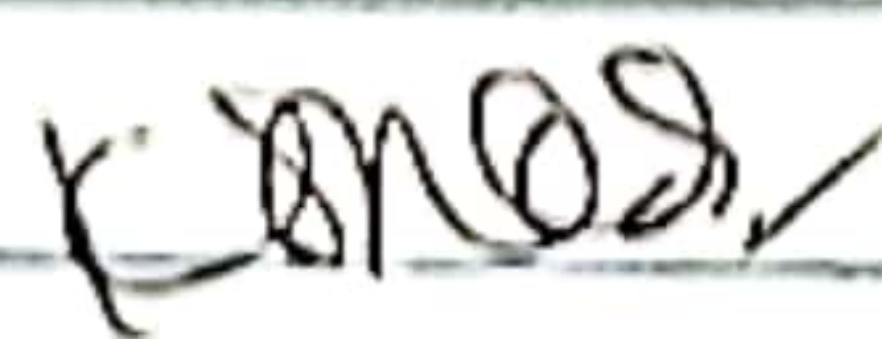
The main objectives of the meeting are

- 1) Planning college activities according to NAAC norms.
- 2) Executing NAAC relevant programs in the college
- 3) Documentation of the NAAC related activities especially in college website.


PRINCIPAL

Signatures of the members.

1) J. Satheesh Goud 

2) Ch. Keshava Reddy 

3) O. Rajkumar 

4) U. Tameem 

5) Md. Ashraf 

2
HCC & UGC Committee - Meeting

DL 05/07/2021

Principal constituted a Committee with the following faculty members to resolve the correspondence with UGC office regarding inclusion of the institutions under 2 & 12B of UGC act 1956 timely.

S.No.	Name of the faculty / staff	
1.	Ummu Jameel	Prof.
2.	Ch. Kishore Reddy	Prof.
3.	Q. Raj Kumar	Prof.
4.	P. Sravathi	Principal

Kishore Reddy
Principal

NAAC Meeting.

Date: 25.10.2021

With the instructions of the principal, all the staff members joined the meeting in the principal chamber at 2:00 PM today.

i) Preparation of NAAC related documents from Academic year 2018-19.

ii) Update the information from NAAC website.

iii) Update the status of 2f of the UGC Act 1956.

iv) Submit compliance to UGC regarding 2f.

In. charge

K. Suresh Kumar
Principal

Date: 21.01.2022

As per the instructions of the principal all the staff members gathered in principal chamber at 4:00 pm for future plan on IQAC - PAFAC

- i) To discuss about criteria work.
- ii) Plan for allocation of criteria charges.
- iii) Criteria wise work and Records to be maintained
- iv) Record maintenance

Incharge

2/10/2012
Principals

Constitution of Committee for 7 Criteria

Date: 17.5.2022

The following members are constituted as Committee for 7 point criteria for NAAC under the Chairmanship of Principal to prepare and evaluate the record work of 7 points criteria every fortnightly.

7 points

Committee members.

- 1) Curricular Aspects
 - 1) Ch. Srinanda
 - 2) P. Yakub
- 2) Teaching-Learning and Evaluation
 - 1) Ch. Keshava Reddy
 - 2) M. Suresh
- 3) Research, Innovation and Extension -
 - 1) J. Sathish Goud
 - 2) Umme Tameem
- 4) Infrastructure and Learning Resources
 - 1) T. Sandhya Devi
 - 2) Md. Ashraf
- 5) Student Support and Progression -
 - 1) P. Sravanthi
 - 2) M. Sujan Kumar
- 6) Governance, Leadership and Management
 - 1) A. Vijayashanthi
 - 2) VM Laxmi Prasanna
 - 3) Ch. Ropi
- 7 Institutional Values and Best Practices -
 - 1) O. Rajkumar
 - 2) D. Gopinath

K. Venkatesh
Principal

IQAC Meeting

7

201: 10.07.2022.

All the NAAC members of this college are informed to attend a meeting on IQAC (Internal Quality Assurance Cell) tomorrow i.e., 19.07.2022 at 2.30 PM without fail. NAAC members include Principal and teaching faculty.

Agenda.

- 1) Seven criteria working plan.
- 2) Record maintenance.
- 3) Related issues.

Attended
T/C

K. Vengal Rao
Principal.

Minutes of the Meeting 19/07/2022

Meeting has been conducted by the IQAC coordinators under the chairmanship of Principal, and 7-criteria members in the principal's chamber at 2.30 pm.

- 1) Principal informed that 2(d) and 12(b) may be allotted shortly and Provision Accreditation is banned by the UGC recently.
- 2) It is better to go for permanent NAAC. He also informed to maintain documents in the respective criteria and website upload.
- 3) Webinars need to be conducted by at least two eminent personalities for awareness.
- 4) He spoke regard admissions of Both this college and Ashoknagar branch.

3) Need of separate website:

- website control to be given to the college with a separate domain in the site.

4) For gathering information and make suitable records There is a need of

₹ 1,00,00/- (one lakh) estimated.

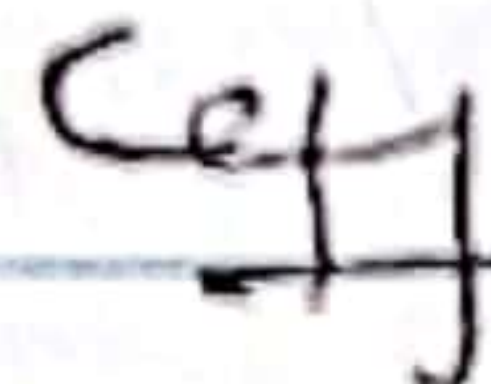
5) offline. Physical meeting is expected by the members.

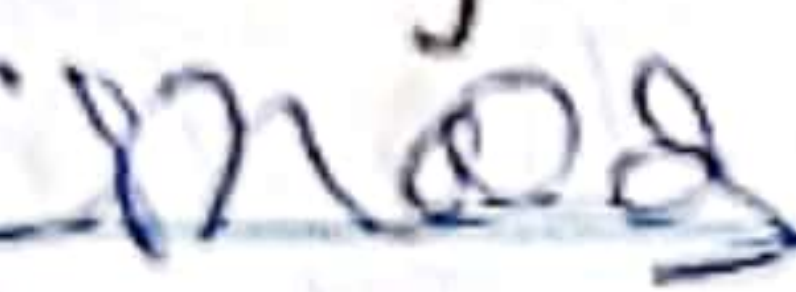
6) need to purchase university diaries and academic audit records, student registers. 15 x 30 = 450 records are to be purchased.

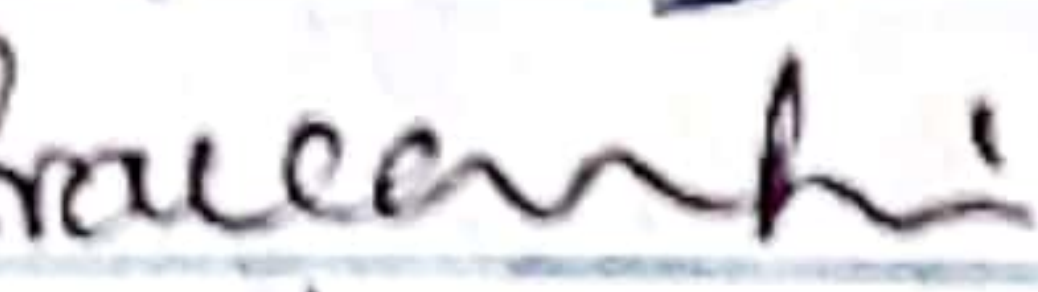
7) To encourage the faculty towards publication, research, etc.

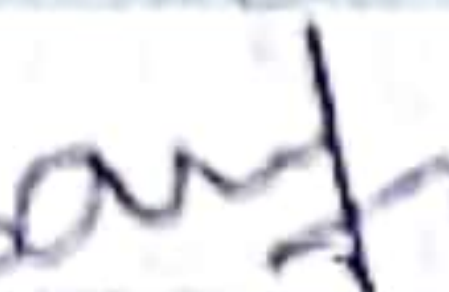
8) Seven criterial members are changed to criteria coordinators - one and coordinator - 2

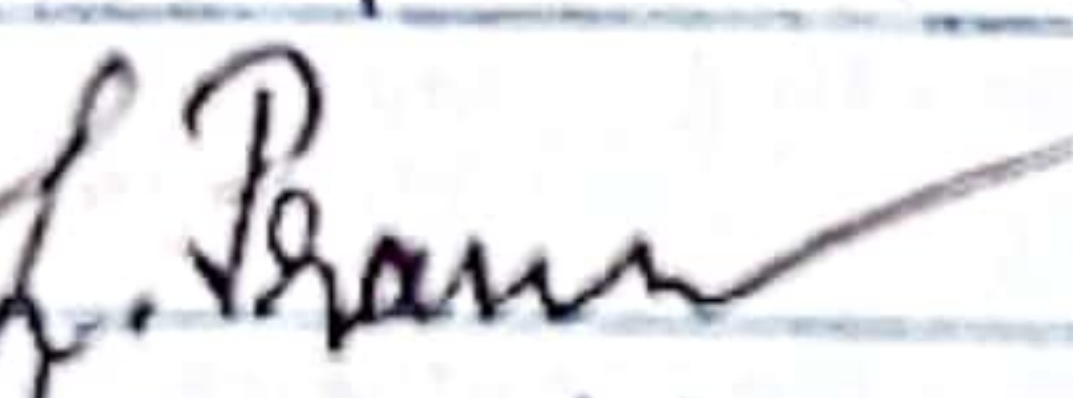
Sign of meeting coordinators - 1 & A-C

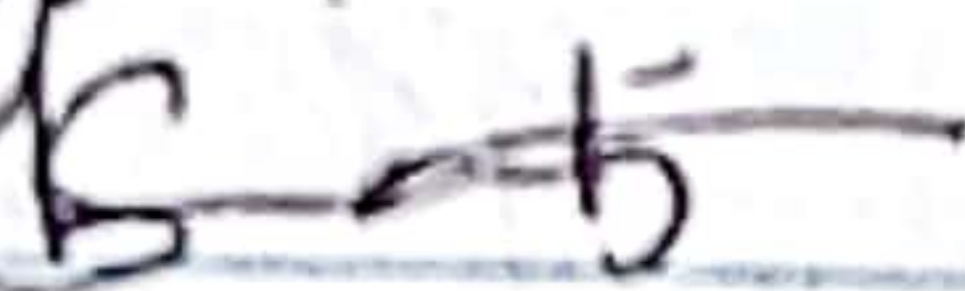
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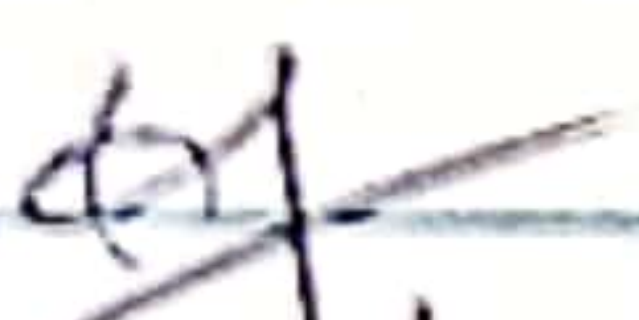
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S/c

K. Sampath Reddy
Principal 19/3/2012

Formation of Composition of IQAC

9

At: 16-09-2022

In pursuance of action plan for performance evaluation, assessment and accreditation and quality upgradation of this college, Internal Quality Assurance Cell (IQAC) is established under the guidelines of National Assessment and Accreditation Council (NAAC), Bengaluru.

The prime task of the IQAC is to develop a system for conscious, consistent and catalytic improvement in the overall performance of its institution. The establishment of IQAC is the first step towards institutionalization and internalization of quality enhancement initiatives.

IQAC-Vision:-

To promote quality culture of the institution through institutionalizing and ~~init~~ internalizing all the quality-enhancing and sustaining initiatives taken with internal and external support.

Objective of IQAC:

The primary aim of the IQAC is

- * To develop a mechanism to promote conscious, consistent and catalytic action plans to improve the academic and administrative performance of the institution.
- * To promote institutional quality enhancement and sustenance through the internalization of quality culture and institutionalization of the best practices.

IQAC-functions:

- a) Development and application of quality benchmarks.
- b) Setting parameters for academic and administrative activities of the institution.
- c) Creation and facilitating learner-centric environment conducive to quality education.

and faculty development to adopt the required knowledge and technology for participatory teaching and learning process.

- d) Collection and analysis of feedback from all the stakeholders on quality-related institutional processes.
- e) Organization of intra- and inter-institutional workshop/seminars on quality-related themes.
- f) Preparation and submission of Annual Quality Assurance Report (AQAR) as per the guidelines and parameters of NAAC.

Composition of IQAC.

The composition of IQAC of TTWRDCB, Madurai, as follows:

S.No.	Designation	Name of the member	Sign.
1.	Chairperson: (Head of Institution)	Dr. K. Venugopal Rao	Principal <i>K. Venugopal Rao</i>
2.	Teachers (All level teachers)	Criteria coordinators,	
3.	Members from Management		
4.	Administrative offices.	Sri D. Venkatarayana	AO <i>D. Venkatarayana</i>
5.	Member of Alumni	Sri D. Sravan Kumar (President Alumni)	D. Sravan
6.	Member of Employee Stakeholder	Sri G. Naveen (Chairman Dist. Library)	G. Naveen
7.	IQAC-Coordinator	Sri J. Satheesh Goud	<i>Satheesh</i>

K. Venugopal Rao
16/9/2022

NAAC - Progress Meeting.(IOAC)

Dt: 22/11/2022.

NAAC-progress and coordination meeting is conducted today (22/11/2022) at 3.30 PM in the Principal's chamber under the chairmanship of the principal. all the faculty are participated as coordinators.

- 1) In the talk of the principal, he informed that 2(f) and 12(b) are under process and for that registers are required and Gurukulam is requested to sanction ₹ 1,44,000/- for the purchase of the registers -
- 2) Coordinator -1 and coordinator -2 are allotted for each criterion and RC is requested to form department with 2-members in each department.
- 3) Mrs. Vijayashanthi Sec. in Cs is entrusted to estimate building construction and plan for submission of IOAC.
- 4) Our branch Ashoknagar college is also included in this college, for IOAC buildup.
- 5) Research progress is required for the improvement of points in 7 criterion.
- 6) It is expected to follow the norms of either UGC/concerned University/Govt. of Telangana to run the degree colleges.
- 7) For website we need to communicate with Gurukulam to create collegewise website. explained by Mr. Ch. Keshavarreddy
- 8) All the coordinators are unanimously recommended to create an individual college domain website by paying the relevant required amount; if not subdomain provided by the Gurukulam, so that field level control will be there.

- 9) ~~A~~ data entry operator should be entrusted to academic side for the progress of the work. Principal informed that Mrs. Siddiq will take care of the work.
- 10) Principal encouraged the college faculty to publish ISBN & ISSN books and papers.
- 11) It is decided to resubmit the sanctioning amount to the Gurukulam for immediate progress of the work.
- 12) In criteria-1 instead of Smt. Sumanda madam - Sri Dhanraj Dh in commerce is replaced.

Sign of coordinators -

- 1) Curricular Aspects
 - i) Dhanraj - Dhanraj
 - ii) P. Yakub.
- 2) Teaching Learning Aspect
 - i) Ch. Keshavareddy
 - ii) M. Sanjosh
- 3) Research, Innovation
 - i) T. Satheesh Goud
 - ii) Umme Tameem
- 4) Infrastructure & Learning Resources
 - i) J. Sandhya Rani
 - ii) Md. Ashraf
- 5) Student Support & progression
 - i) P. Sravanthi
 - ii) M. Sujan Kumar
- 6) Governance, leadership & Management
 - i) G. Vijayashanthi
 - ii) M. V. Laxmi Prasad
- 7) Institutional values & Best Practices
 - i) O. Rajkumar
 - ii) D. Gopinath

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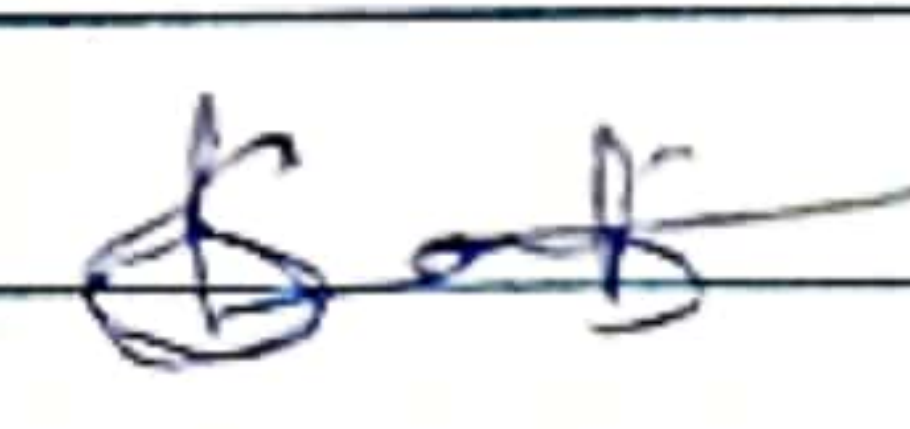
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[Signature]
12/11/2022
PRINCIPAL

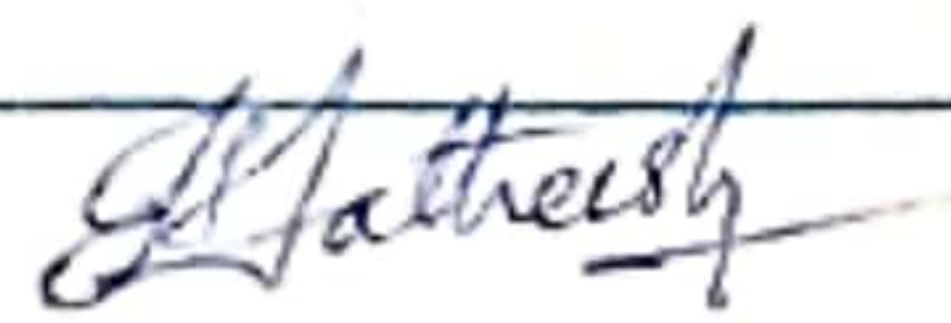
Intra Developmental level - Faculty Development Program.

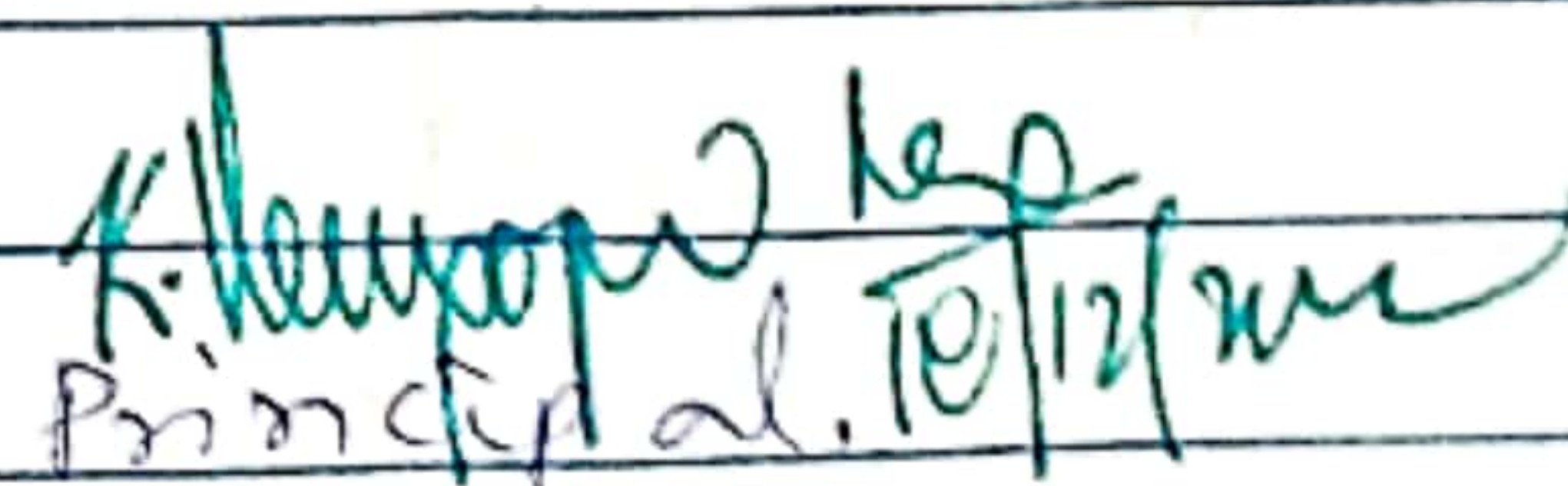
18/12/2022

With the reference Re.No.C/447010/RDC/2022 circular dated 12.12.2022 by the o/o the Secretary, TTWREIS, the duties were allotted as per the schedule.

S.No.	Date & Time	Topic	Name of the Lecturer	Sign.
1)	19.12.2022 3-5 PM	Report- writing	Mr. Gopinath DL in English	
2)	20.12.2022 3-5 PM	Documentation Documentation	Mr. Keshava Reddy DL in English	
3)	21.12.2022	MS office	Mrs. Vijaya Shanthi DL in Cs.	
4)	22.12.2022	PDF file format	Mr. Ashraff DL in Cs.	
5)	23.12.2022	Google Documents	Mr. Ashraff DL in Cs.	

all the faculty are informed to attend the FDP without fail.


I/c


Principal. 18/12/22

24/12/2022

Intracollege Faculty Development programs held at our college and the report is send through mail. to the head office.

K. Suresh Kumar
Principal

10 AC Staff meeting

10/01/2023

Monthly meeting on NAAC is held in the Principal chamber with the Principal and 10 AC coordinators.

Coordinator Ratheesh Goud initiated the meeting - and announced the achievement of 2f (and 12B still working) and trying for permanent affiliation. Principal told that we are trying to achieve for permanent achievement. We are trying for permanent dormitory with the ^{help of} local MLA. within the available premisses. for the sanctioning of 12B.

It is easy to the Govt institutions for 12B but for societies we have to show certain infrastructure. We are trying to achieve within this academic year. to this benefits to get fund from DST, BARC, etc.

Once we comes under UGC, after getting comes under 12B. we go as per UGC

1 Rules.

Signatures of coordinators

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| 6) | |

K. Suresh Kumar
Principal

24/02/2023

With the instructions of the principal, IGAC-coordinating staff members joined the meeting in the principal chamber at 3:00 PM today.

As there was no sanction of the NAAC registers it is decided to resend the letter and submitted for sanctioning.

For getting the permanent affiliation (12B) required all the documents were submitted to the Kakatiya University.

As Ashoknagar courses were the part of Masipeda, there is a need to include in our website and Mr. Shraf is informed to do so.

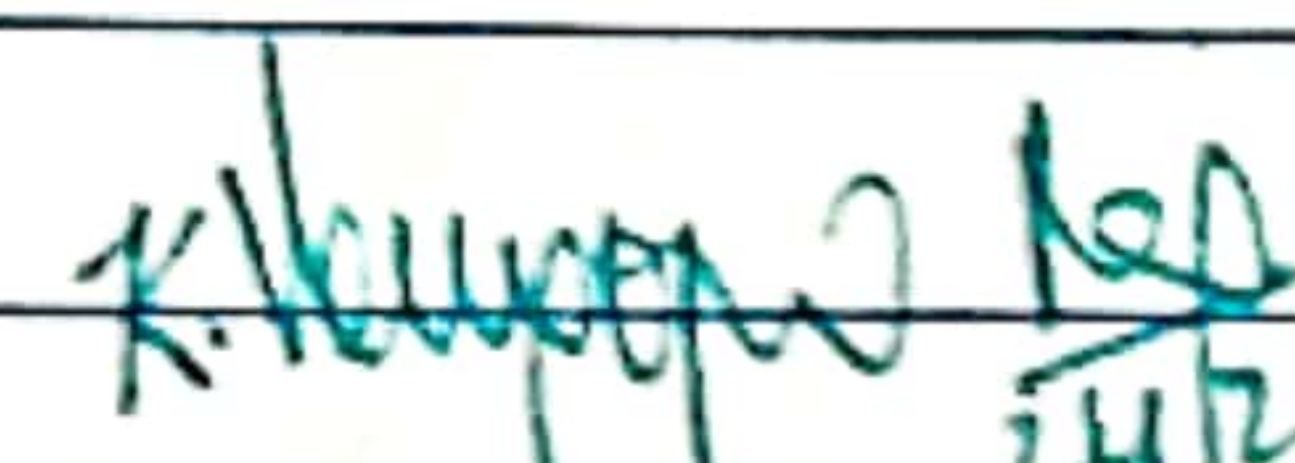
Principal informed that letters were sent to local MLA for the sanctioning of building (infrastructure).

One 12B is attained along with 2A, the college will be stabilized and sustain for long life.

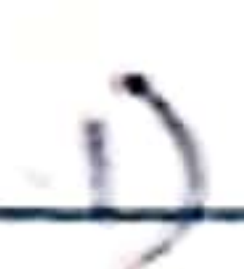
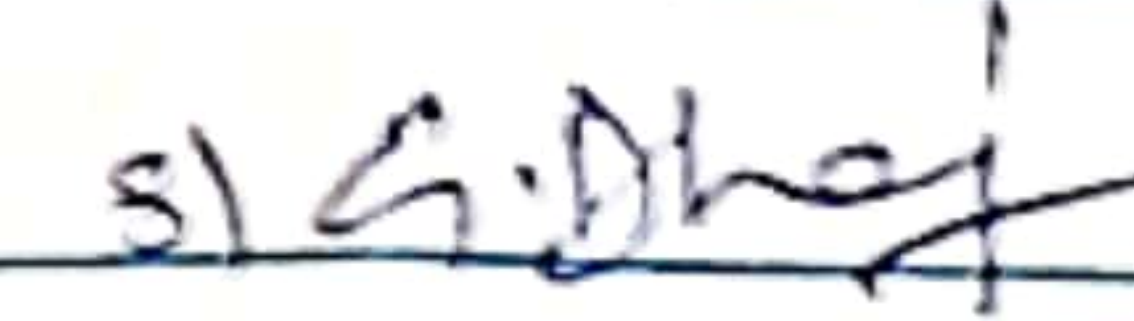
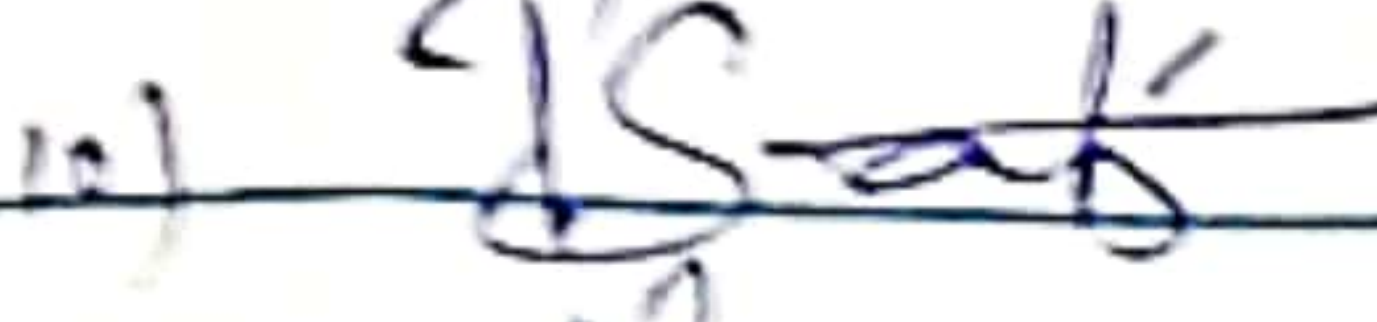
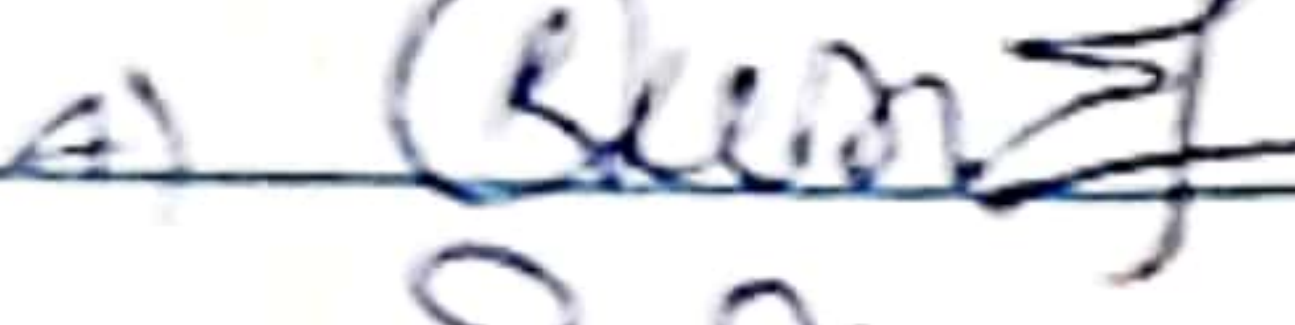
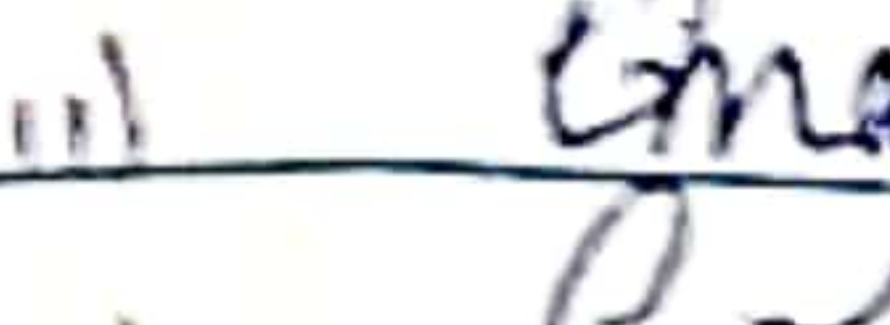
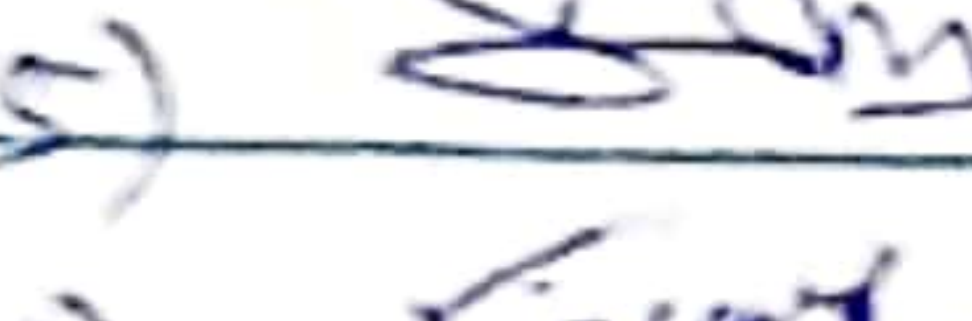
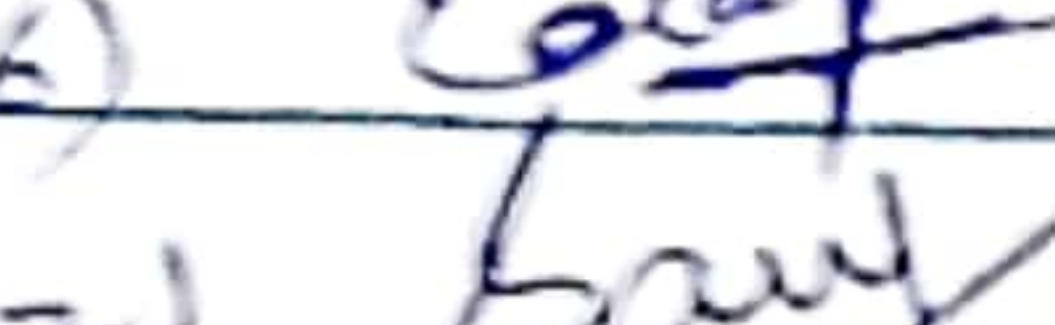
Sri Gopi Librarian is instructed to make necessary arrangements for alumni registration.

By next week we may get Physics and Botany lecturers in the existing vacancy. Need to complete the syllabus. Students' presence is expected in full strength. All the absent students should be called and send message over phone.


IGAC Coordinator


PRINCIPAL

Signature of coordinators

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29/03/2023

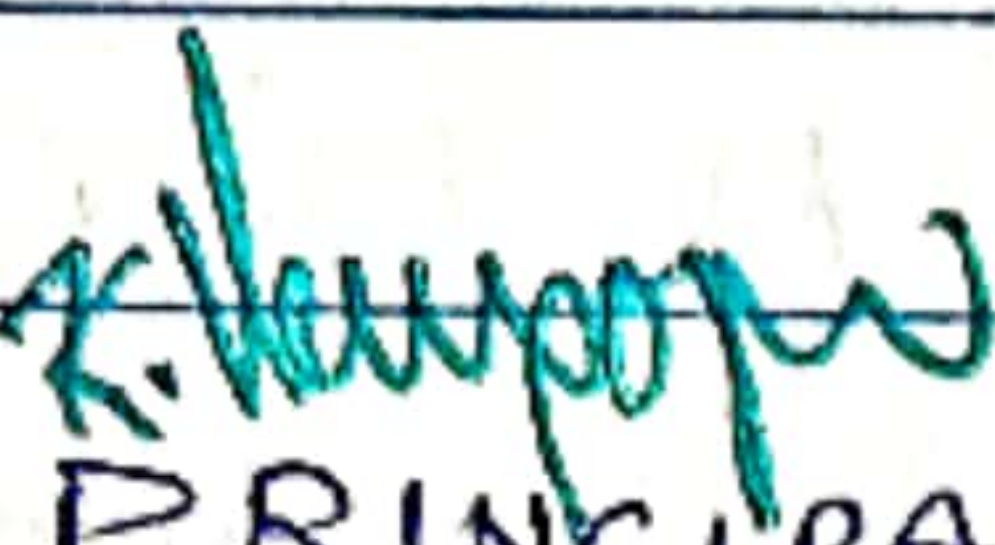
As per the instructions of the Principal, staff meeting is conducted to discuss on Internal Quality Assurance Cell (IQAC) of the institution at 3.30 pm today in the Principal chamber.

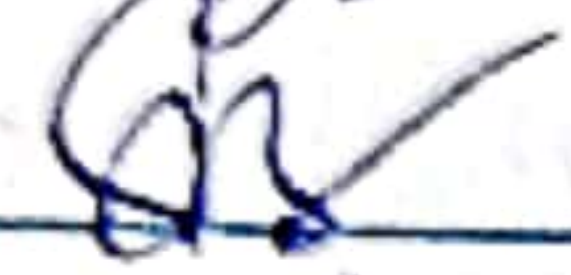
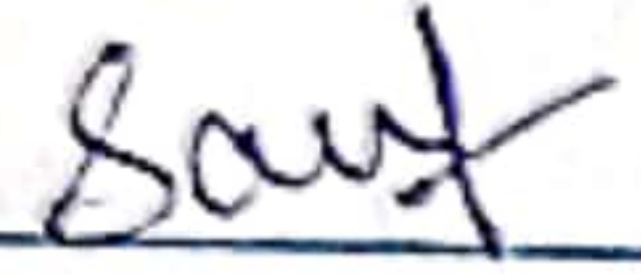
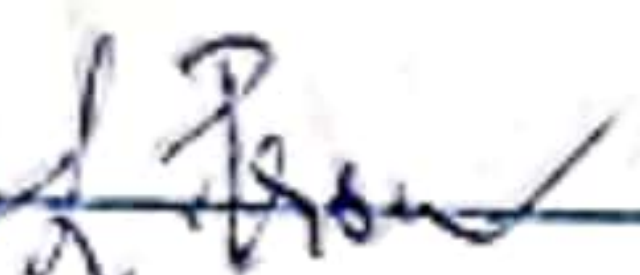
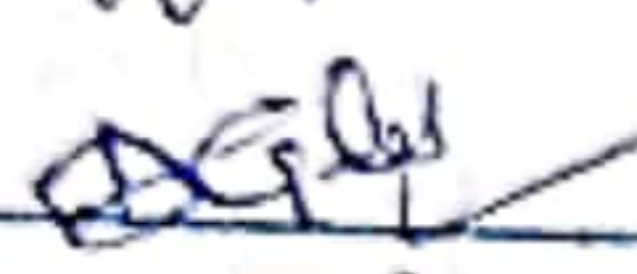
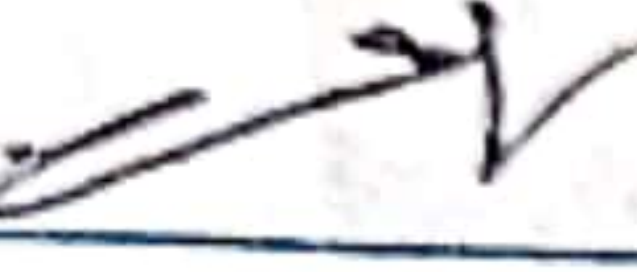
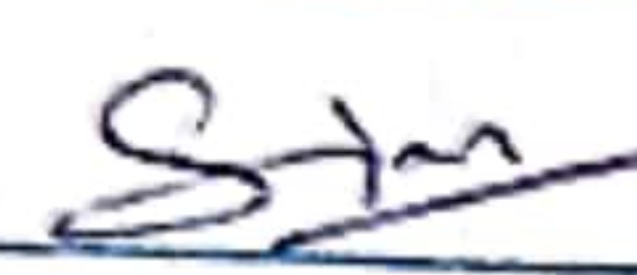
It is decided to visit two institutions for the knowledge of IQAC purpose.

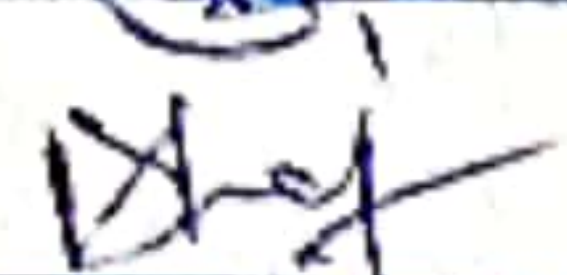
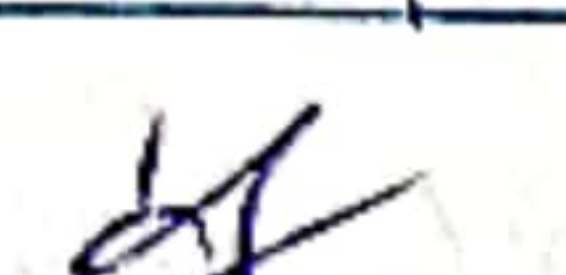
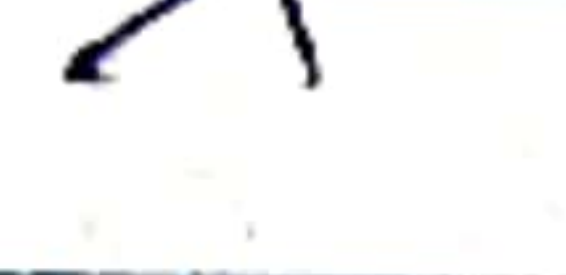
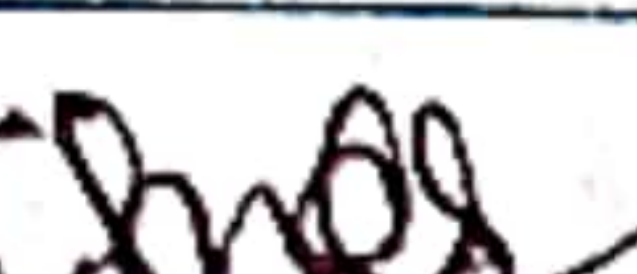
Alumni registration is in progress. Letters were resent for the sanctioning of NAAC registers procurement purpose.

Botany and Physics Lecturers (Guest) Selection & appointment was undertaken by the head office and it has not completed at the institutional level.


IQAC Coordinator


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IGAC Staff-Meeting

28/04/2023

As per the instructions of the Principal, IGAC Staff meeting is conducted today at 3.15 pm in the Principal Chamber.

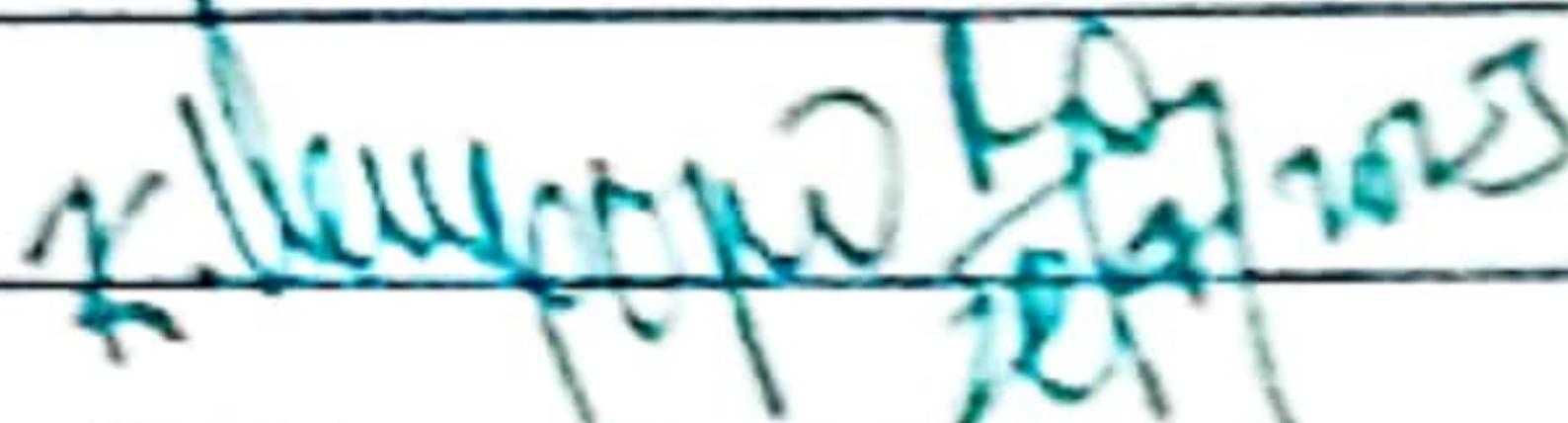
Due to examination schedule two institutions visit was postponed. (for IGAC purpose).

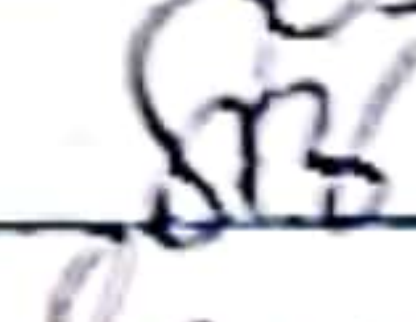
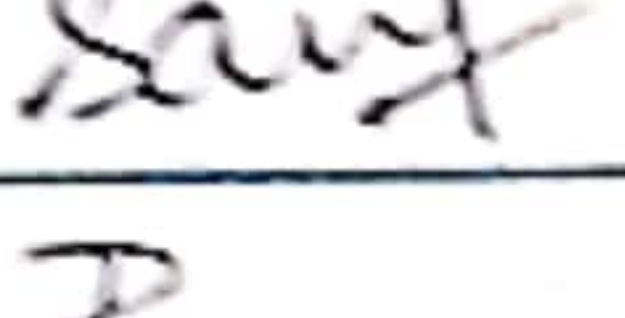
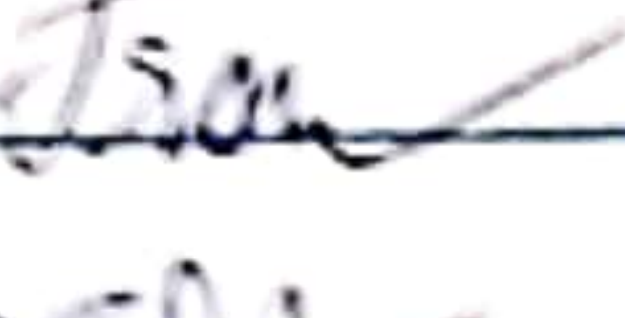
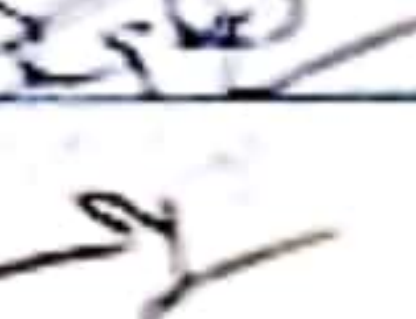
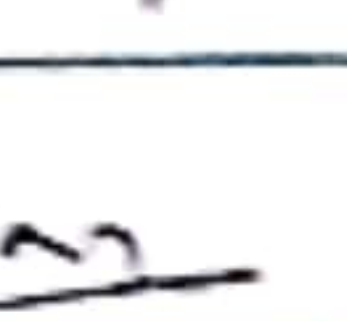
Records updation is awaited for the sanctioning of the amount to procure them for IGAC purpose.

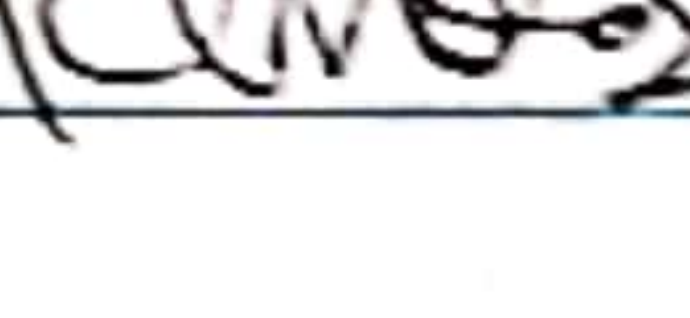
Botany and Physics Guest lecturers appointment process is going on at the headoffice level.

Alumni registration is in progress. It is to be done at Warangal.


IGAC coordinator


PRINCIPAL

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13/07/2023

With the instructions of the Principal, 10th staff meeting is conducted at 3.30pm in the principal chamber.

Kakatiya University got A+ grade in NAAC. Candidates those who submitted the 2023 can apply for projects for funding getting from different funding agencies.

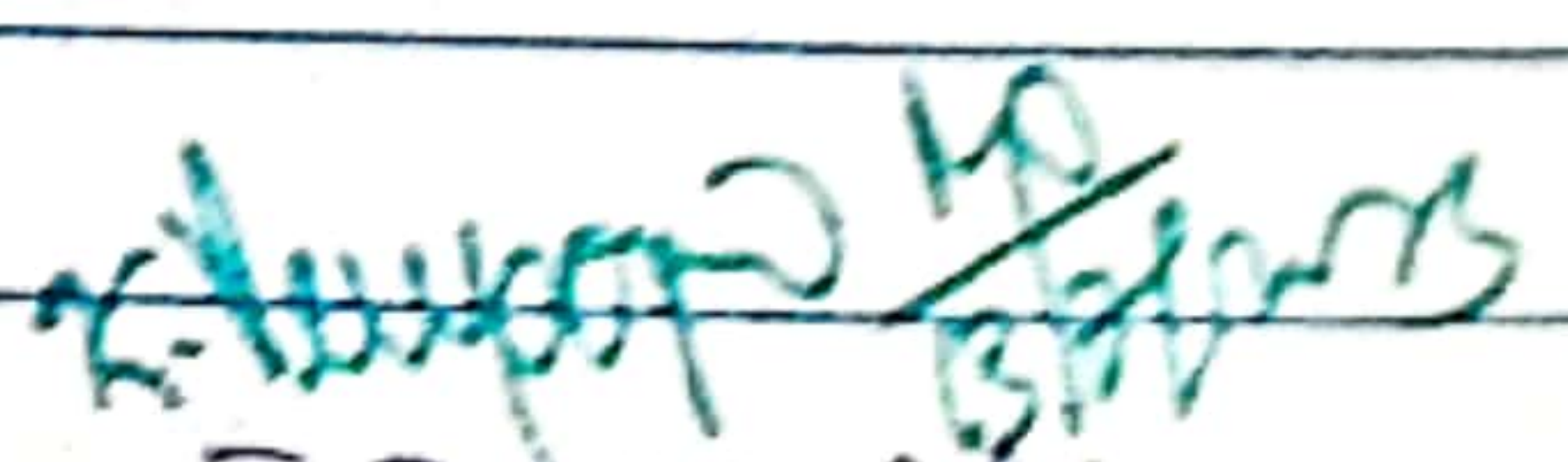
There is a need of series of lectures from universities or academic background. We need to invite Vice Chancellor on special occasions like NCC/NSS.

Interactive Flat Panel / Board need to arrange with a good net connection.

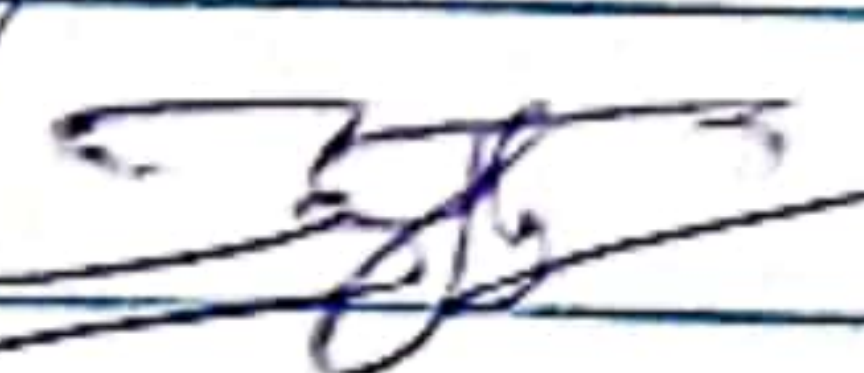
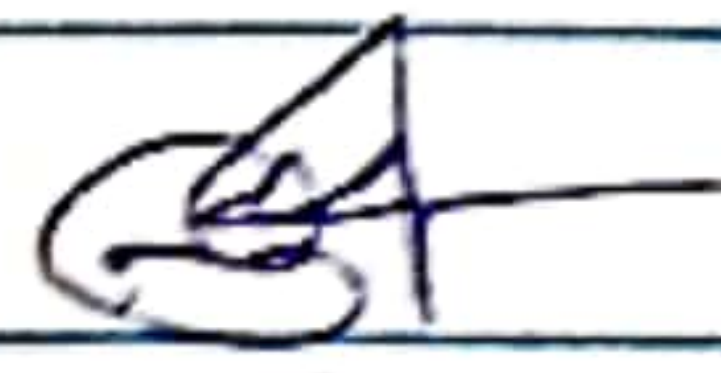
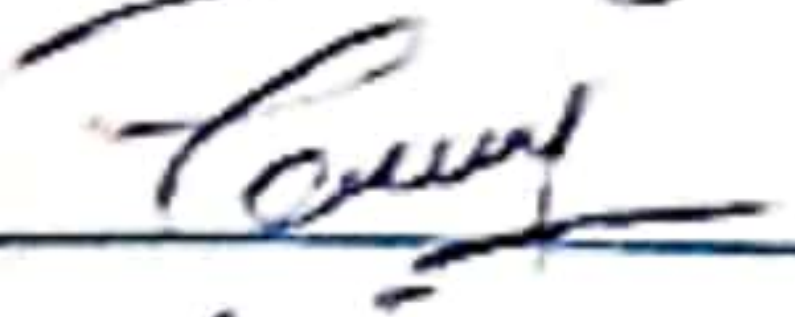
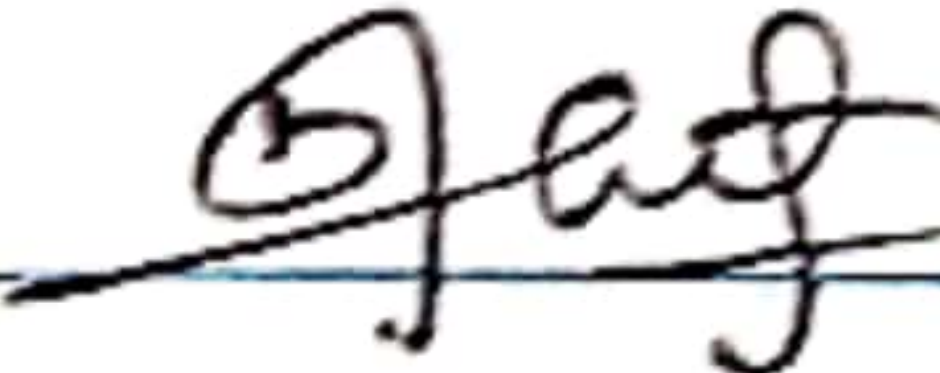
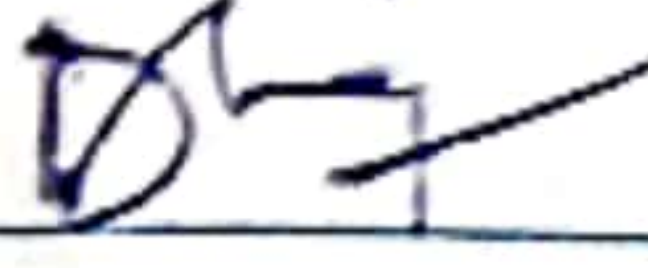
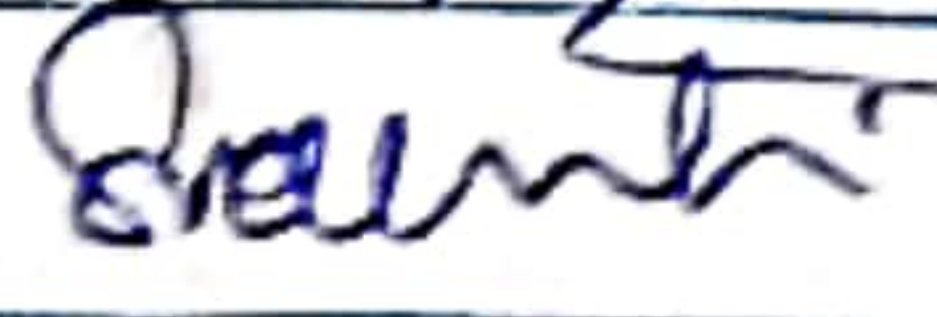
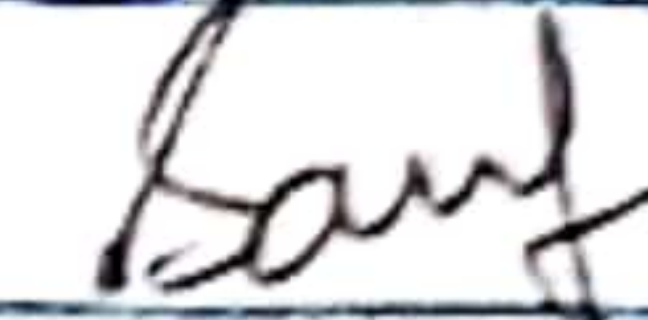
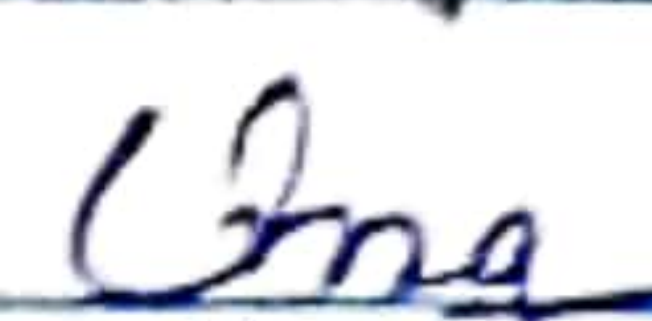
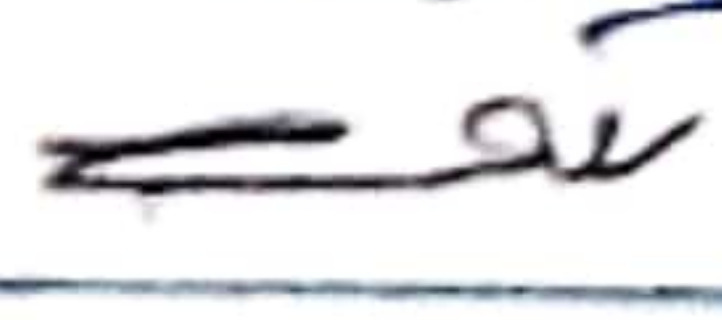
We are in plan to get at least 9-10 groups to sanction for the academic year 2024-25.

Botany and Physics Lecturers (Guest) were allotted by the head office.


Coordinator


PRINCIPAL

Staff

- | | | |
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IQAC & Staff Meeting

24/08/2023

As per the instructions of the principal, IQAC meeting is convened in the principal chamber.

It is instructed to update the faculty proforma of IQAC Form III: Departmental activity.

All the faculty are ready with their syllabus coverage activities.

So far head office did not allot only guest of physics but Botany did not joined.

Interactive flat panels were received. They need to setup. Technicians will do it.

Alumni registration is in progress. Mr. Gopi Librarian is looking it.

37
coordinators

[Signature]
PRINCIPAL

Staff

- 1) *[Signature]*
- 2) *[Signature]*
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Verified
24/12/2023

05/10/2023

With the instructions of the principal, Emergency meeting was convened, for the academic audit purpose.

All the faculty and vice principal and principal are present in the meeting.

As Dept. of Botany has nursery inspection at Narsampet and Zoology Dept faculty has University Ph.D. admission at K.V. they on unavailability of faculty is forced to postpone the audit date from 06/10/2023 to 12/10/2023.

A request letter is sent to the principal in this regard for the postponement of Academic audit on 12th Oct 2023.

Gauthi
In charge

Principal
Principal

Staff

- 1) [Signature]
- 2) [Signature]
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Verified
At 12/10/2023

IQAC Review Meeting Post-Academic Audit

21

01:03/10/2023.

With the oral instructions of the principal, all the teaching faculty members attended to the IQAC meeting in the principal chamber at 11:00 PM.

It is a review meeting after Academic Audit completed on 12-10-2023 and vacation too.

Updating syllabus plan and mail to IQAC mail. complete the syllabus within time.

Update all the relevant registers time to time. Principal explained PBAS (personal based appraisal scheme). For this Dr is to be changed to Asst.

Professors, then UGC pay scales to be implemented. Need to prepare QUEST document.

Prepare the students for the Sem exam.

Need to sanctioned amount remittance.

for the purchase of the NAAC records.

E/athish
P/c

K. Suresh 10/10/2023
Principal

IQAC. Criteria Members

- 1) B. J. S.
- 2) S. S. S.
- 3) Greenish
- 4) L. S. S.
- 5) S. S. S.
- 6) D. S. S.
- 7) S. S. S.
- 8) S. S. S.
- 9) R. S. S.
- 10) K. S. S.
- 11) S. S. S.
- 12) G. S. S.
- 13) S. S. S.

07/11/2023

As per the instructions of the Principal, 10AC members gathered in the principal's chamber at 4.00 pm. For future plan.

As mentioned previously, if implemented UAC scales, NAAC norms will be fulfilled automatically and departments will be strengthened on par with the Govt. institutions and also principal emphasised on ~~CRBS~~ PRA (Personal based Appraisal Scheme).

Alumni's registration to be completed by the next week.

Gopinath sir emphasised on Guest lecturer - extension lectures; field trips etc.

Available registers can be distributed to the departments immediately.

Though record purchase amount is not credited it is decided to start purchase relevant registers from the imprest amount.

G. Jathesh
Coordinator

K. Jayaram
Principal

Members

- | | |
|----------|--------------|
| 1) Brahm | 10) P. S. S. |
| 2) S. S. | 11) S. S. |
| 3) L. S. | 12) S. S. |
| 4) S. S. | 13) S. S. |
| 5) S. S. | 14) S. S. |
| 6) S. S. | |
| 7) S. S. | |
| 8) S. S. | |
| 9) S. S. | |

28/11/2023

As per the instructions of the principal, all the staff connected to IQAC-coordinators are gathered in the principal chamber at 2.15 PM today in the principal chamber.

Sri O. Rajkumar V.P. discussed about college result. Then instructed to develop the content on 7-criteria wise.

Principal read the names of criteria coordinators and complete the work.

He also spoke about sanctioning amount and mentioned about website specially.

Documentation in pdf-format to upload. For MoU - we are not competent but secretary is the final authority, told principal. We can collaboration only with the educational institutions.

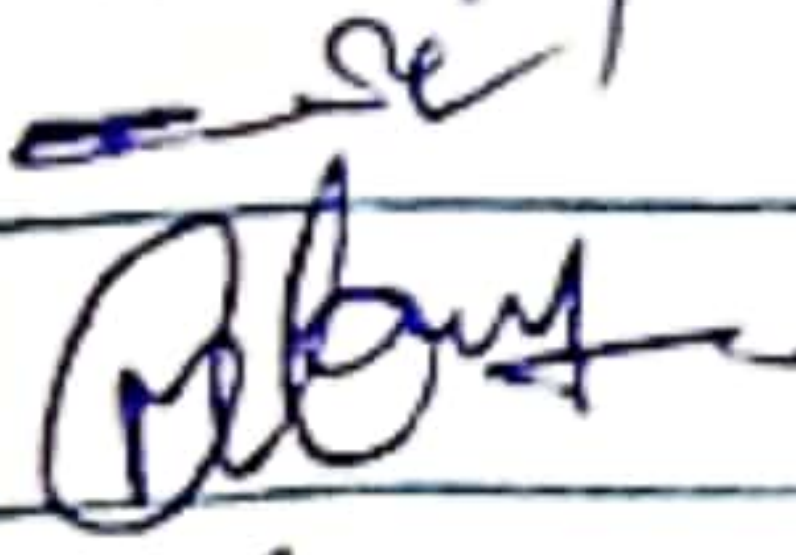
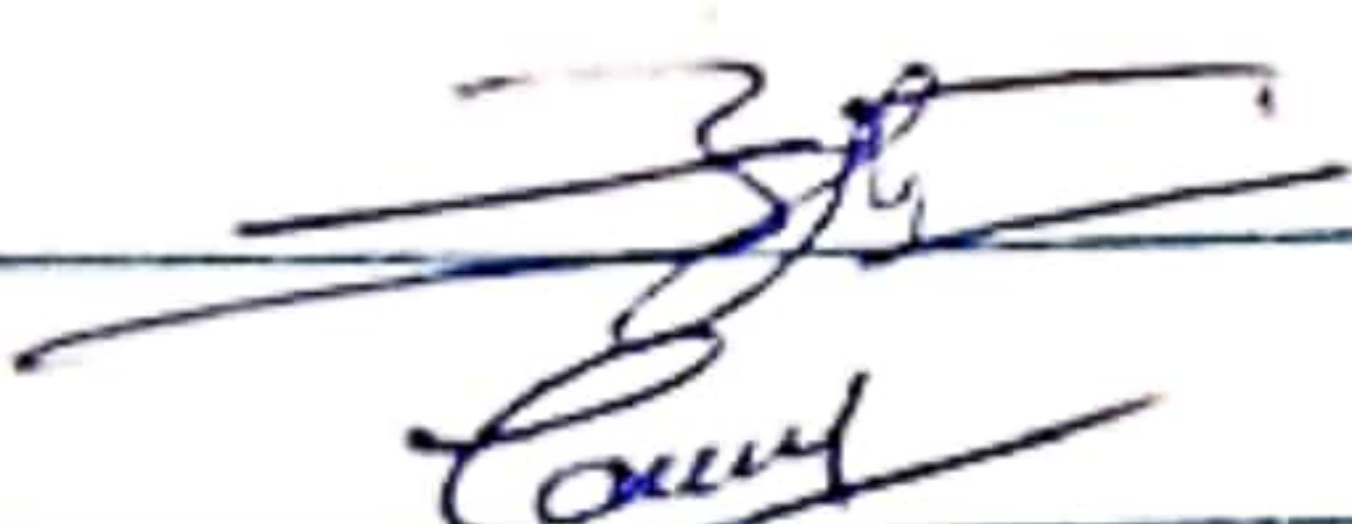
The secretary is the competent authority for MoUs.

Model SSR takes on print - criteria wise and prepare Google sheets - criteria wise by the respective criteria coordinators. The forms will be filled by the faculty - Sathesh Goud. Principal supported in this regard.

Dr



K. Venkatesh
Principal



Sany



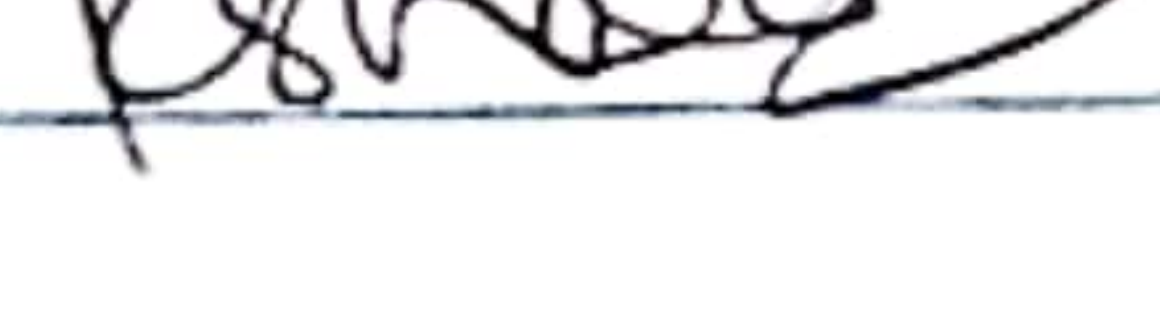
Praveen



K. Prasad



D. S.



02/12/2023

As per the instructions of the Principal, all the faculty members gathered in the computer lab-II. At 2.30 pm today.

As zoom meetings were conducted on 29th and 1st Dec. 23 on criteria-1 and 2 respectively the concerned criteria incharges gave clarifications for action plan.

Firstly Mr. P. Yakeub DL in Commerce explained 7 important points on criteria-1. Those are syllabus, almanac, certificate course, etc. and staff participated in the discussion.

Secondly Mr. Ch. Keshava Reddy DL in English read the criteria sub points and expressed that most of them are data based available in the records.

Finally, Principal gave information on all the 7-criteria and gave some hints on all the subject-Faculties.

It is concluded that to make all files online and offline wherever necessary. He advised to all the faculty to attend the zoom meetings conducted by the head office at 2.00 pm on alternative days.

Attended
coordinator

P. Yakeub 12/12/23
Principal

- | | |
|---------------------|-----------------|
| 1) <u>Librarian</u> | 12) <u>Comp</u> |
| 2) <u>Librarian</u> | |
| 3) <u>Librarian</u> | |
| 4) <u>Comp</u> | |
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| 10) <u>Comp</u> | |
| 11) <u>Comp</u> | |

Minutes of the Composition of IQAC.

25

09/12/2023

The following members of IQAC composition group attended the meeting in the principal chamber and expressed their views:

- 1) The Principal Dr. K. Venugopal Rao emphasized on the vision of Gurukulam and IQAC. For the quality enhancement and sustaining initiation he assured the support.
- 2) Administrative officer, assured for the fulfillment of IQAC objective in administrative activities of the institution for its development and application of quality - Mr. D. Venkatasayana (A.O.)
- 3) The member of stakeholder Sri G. Naveen assured for possible external support for the institutionalizing and internalization of the institution.
- 4) IQAC coordinator Sri T. Sathesh Goud emphasized on preparation and submission of S.R. with in time.
- 5) Vice principal informed the effective functioning of the institution - Sri O. Rajkumar.
- 6) Senior faculty Smt. Uma Tameem spoken about green campus and plantation.
- 7) Smt. G. Vijaya Shanthi B.T in Computer science assured for the technical support and spoke about ICT of the institution.

Finally, in general all the members gave a view for the development and smooth functioning of the institution.

1. K. Venugopal Rao

2.

3.

4.

5.

6.

7.

IQAC Meeting- Visits Review

26

05/12/2022

As per the instructions of the principal, a team of four DLS visited to GDC Therrur in the afternoon yesterday (21st Dec 2022). A meeting is convened to share the knowledge among all other DLS at 12:30 PM today in the Computer lab-II.

Firstly Mrs T. SandhyaRani madam gave her feed back about Departmental Registers. Secondly Miss MV Laxmi Prasanna also shared the same information and in addition gave information about posters posted like Mapping etc. Dept. Next Mrs Tameem gave further explanation on the registers suggested to complete existing like Teaching diary - Teaching notes and results etc. Finally Mr. Kishore Reddy explained the Departmental NAAC registers required through projector.

This meeting gave complete idea of the registers required departmental wise and assumed fruitful.

Elathushy
Coordinators

2.11.2022
Principal.

members

- 1) [Signature]
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- 9) [Signature]
- 10) [Signature]

Note:

27

11/12/2023

Submitted sir,

Till now only soft copy work and data collection is going on, hence you ^{are} requested to conduct a meeting ^{immediately} for IQAC criteria and criteria - 2 to discuss in detail.

Thank you sir.

permitted to conduct meeting @ 4 PM
K. Kuppam
11/12/23
E. Athreya
Coordinator

Submitted sir,

As an additional incharge of IQAC, I am unable to spend ~~proper~~ sufficient time for the physics students especially for low achievers, lab work without lab assistant full time and without second physics hand. Secondly the only physics faculty need to complete department work in the physics department.

In this regard for the benefit of the students I request the honourable authority to change the incharge of IQAC coordinator. The same is expressed in the meeting on
dt 11/12/2023, 4.00 PM"

E. Athreya
11/12/2023