



**HINDI MAHAVIDYALAYA  
(AUTONOMOUS & NAAC Accredited)**

**MINUTES OF IQAC MEETING**

**Date: 25<sup>th</sup> May 2018**

**Time: 11:00 AM**

The following members were present in the IQAC Meeting (Autonomous) held on 25<sup>th</sup> May 2018.

1. Shri P.Giridhar	-	Chairperson & IQAC Coordinator
2. Dr. Muktavani	-	Head, Dept. of Sanskrit
3. Dr. Rajasekhar	-	Head, Dept. of English
4. Dr. Surabhi Tiwari	-	Head, Dept. of Pol. Sci
5. Dr. N. Ravi Kumar	-	Head, Dept. of B.Voc
6. Smt. Pooja Kaushal	-	Head, Dept. of Chemistry
7. Dr. Rajanidhari	-	Head, Dept. of Hindi
8. Smt. Nita Kulkarni	-	Head, Dept. of Biotechnology
9. Sri Laxminiwas Sharma	-	Management Nominee
10. Smt. S.Ashwini	-	Exam branch
11. Smt. P. Lavanya	-	Office Supdt.
12. Smt. Archana Joshi	-	Librarian
13. Ms. Pragathi Upadhyaya	-	Student
14. Ms. Meena Lakhu	-	Student
15. Sri Rajesh Malani	-	Businessman Alumni
16. Sri Praveen Kulkarni	-	Chartered Accountant
17. Shri Sohanlal Kadel	-	Industrialist

Principal, Sri P. Giridhar welcomed all the Members and reviewed the points discussed in previous meeting.

**Agenda of the meeting and the Action Taken Report are as follows:**

**Agenda 1: To discuss about Academic Council meeting schedule**

All the Department HODs were intimated to be ready with their respective ratified syllabus for conducting Academic Council meeting.

**Agenda 2: To approve the Almanac for the Academic Year 2018-2019.**

The IQAC committee members noted and approved the Almanac for the Academic year 2018-2019.

**Agenda 3: To Finalise the date for Autonomy Joint Visiting Committee inspection.**

The IQAC committee members discussed and finalised two dates – 26<sup>th</sup> and 27<sup>th</sup> July 2018 or 3<sup>rd</sup> and 4<sup>th</sup> August 2018 to intimate the UGC office for Autonomy Joint Visiting Committee inspection.

**Agenda 4: To discuss about the documents to be submitted to UGC for the Extension of B.Vocation Courses and for submission of application for New Skill development courses under B.Vocation and M.Vocation Scheme.**

The Members of the committee discussed about the documents to be submitted to UGC for the extension of Skill Based Courses B.Vocation(Banking & Insurance) and B.Vocation (Hospitality & Tourism Administration). Further the committee discussed to apply for two more new courses under B.Vocation. – 1)Practical Accounting & Taxation 2) Yoga and Two courses under M.Vocation-1) Banking & Insurance and 2) Tourism and Hospitality Management.

**Agenda 5: To note and approve the List of Courses submitted to the Osmania University for the Online UG admissions 2018-19 under DOST.**

The IQAC committee reviewed the List of Courses submitted to the Osmania University for the Online UG admissions under DOST

**Agenda 6: To Note the new Staff recruited for the Academic year 2018-19.**

The Members of the Committee noted the new staff recruited for the Academic year 2018- 19.

**Agenda 7: To plan the quality initiatives for the Academic year 2018-19.**

**The IQAC members discussed and Schedule FDPs/Conferences/ Seminars/ Workshops to be conducted in the academic year 2018-19.**


The Research and consultancy wing members are informed to conduct FDPs based on Research Methodologies to develop Research Culture and encourage the faculty members to publish Research Publications.

**Agenda 8: To schedule the Academic, Cultural, Sports, Social Awareness, NCC and NSS Activities.**

The IQAC members discussed and scheduled the Academic, Cultural, Sports, Socialawareness, NCC and NSS Activities to be conducted.

The meeting ended with vote of thanks by Dr. Rajasekhar, IQAC Coordinator.

  
IQAC COORDINATOR

  
PRINCIPAL  
PRINCIPAL  
HINDI MAHA VIDYALAYA  
(AUTONOMOUS)  
Arts, Commerce & Science  
Nallakunta, Hyderabad-44, T.S.



**HINDI MAHAVIDYALAYA  
(AUTONOMOUS & NAAC Accredited)**

**MINUTES OF IQAC MEETING**

**Date: 04<sup>th</sup> August 2018**

**Time: 11:00 AM**

The following members were present in the IQAC Meeting (Autonomous) held on 20<sup>th</sup> July 2018.

- |                                    |   |                                |
|------------------------------------|---|--------------------------------|
| 1. Dr. Uma                         | - | Chairperson & IQAC Coordinator |
| 2. Dr. B. Sreedevi                 | - | Head, Dept. of Physics         |
| 3. Dr. Upendra Sastry              | - | Head, Dept. of B.Voc           |
| 4. Dr. Surabhi Tiwari              | - | Head, Dept. of Pol. Sci        |
| 5. Dr. N. Ravi Kumar               | - | Head, Dept. of B.Voc           |
| 6. Smt. Ashwini Sanpurkar          | - | Head, Dept. of Commerce        |
| 7. Smt. Haritha                    | - | Head, Dept. of Chemistry       |
| 8. Dr. Rajanidhari                 | - | Head, Dept. of Hindi           |
| 9. Smt. Srivani                    | - | Head, Dept. of Mathematics     |
| 10. Smt. Bindu                     | - | Head, Dept. of English         |
| 11. Smt. Saritha Mantri            | - | Head, Dept. of Commerce        |
| 12. Smt. Nita Kulkarni             | - | Head, Dept. of Biotechnology   |
| 13. Sri Laxminiwas Sharma          | - | Management Nominee             |
| 14. Smt. S.Ashwini                 | - | Exam branch                    |
| 15. Smt. P. Lavanya                | - | Office Supdt.                  |
| 16. Smt. Archana Joshi             | - | Librarian                      |
| 17. Mr. K. Meghamsh Teja           | - | Student                        |
| 18. Mr. Vankudoth Vijay            | - | Student                        |
| 19. Sri Rajesh Malani, Businessman | - | Alumni                         |
| 20. Sri Praveen Kulkarni           | - | Chartered Accountant           |
| 21. Shri Sohanlal Kadel            | - | Industrialist                  |

Principal, Dr. P. Uma welcomed all the Members and reviewed the points discussed in previous meeting.

**Agenda of the meeting and the Action Taken Report are as follows:**

**Agenda 1: To reconstitute the IQAC composition and prepare the action plan.**

As per the orders of Commissioner, Commissionerate of Higher Education (CCE), Nampally, Hyderabad, the aided Teaching and Non-teaching staff of the college were redeployed to Government Degree colleges on 16<sup>th</sup> July 2018. On emergency basis the IQAC committees was reconstituted and the action plan was taken up. Decision was taken to appoint Dr. P. Uma

as Principal and Smt. Pooja Kaushal as Vice- Principal.

Further, the members of the committee have taken decision to fill up the vacancies raised due to redeployment of the staff.

**Agenda 2: To make necessary arrangements for Autonomy Joint Visiting Committee inspection.**

The members of the committee intimated all the staff members regarding the Autonomy inspection dates - 3<sup>rd</sup> and 4<sup>th</sup> August 2018.

The PPTs of the entire department are reviewed. The PPT of the Institution was also reviewed by all the members of the committee.

All the documents of various departments are reviewed by the Principal and the IQAC Coordinator.

The Members informed to send the invitation letters to all the stake holders regarding the Autonomy Inspection.

The Examination Department was informed to keep all the records ready for the inspection.

The Refreshment Committee members were intimated to make the necessary arrangements.

The Finance department's members are intimated to prepare the budget for the arrangements to be made for the Inspection Committee. Further, they are informed to make necessary arrangements for the members of the Inspection team.

The IT department was informed to take care of the ICT facilities of all the Departments.

The NCC Cadets are informed to make necessary arrangements for the welcome march.

The NSS Volunteers are informed to maintain Serene Campus.

**Agenda 3: To conduct Orientation Session for the UG I Year Students.**

The Members of the Committee Scheduled Orientation Programme for UG I year Students on 8<sup>th</sup> August 2018.

**Agenda 4: To approve the date of the Academic Council.**

The members of the committee approved the Academic Council meeting date scheduled on 12<sup>th</sup> September 2018. All the Department HODs are informed to make necessary arrangements for the same.

**Agenda 5: To Schedule on Job Training programme for the B.Vocation Courses and plan new Industry Linkages.**

The IQAC Members reviewed the On Job Training Schedule of B.Vocation Courses and recommended the Nodal officer to establish new Industry linkages.

The meeting ended with vote of thanks by Dr. B. Sreedevi.

*P. Uma*

**IQAC COORDINATOR**

*P. Uma*

**PRINCIPAL**

**PRINCIPAL  
HINDI MAHA VIDYALAYA  
(AUTONOMOUS)  
Arts, Commerce & Science  
Nallakunta, Hyderabad-44, T.S.**



**HINDI MAHAVIDYALAYA  
(AUTONOMOUS & NAAC Accredited)**

**MINUTES OF IQAC MEETING**

**Date: 19/11/2018**

**Time: 11:30 AM**

The following members were present in the IQAC Meeting (Autonomous) held on 19<sup>th</sup> November 2018.

1. Dr. Uma	-	Chairperson & IQAC Coordinator
2. Dr. B. Sreedevi	-	Head, Dept. of Physics
3. Dr. Upendra Sastry	-	Head, Dept. of B.Voc
4. Dr. Surabhi Tiwari	-	Head, Dept. of Pol. Sci
5. Dr. N. Ravi Kumar	-	Head, Dept. of B.Voc
6. Smt. Ashwini Sanpurkar	-	Head, Dept. of Commerce
7. Smt. Haritha	-	Head, Dept. of Chemistry
8. Dr. Rajanidhari	-	Head, Dept. of Hindi
9. Smt. Srivani	-	Head, Dept. of Mathematics
10. Smt. Bindu	-	Head, Dept. of English
11. Smt. Saritha Mantri	-	Head, Dept. of Commerce
12. Smt. Nita Kulkarni	-	Head, Dept. of Biotechnology
13. Sri Laxminiwas Sharma	-	Management Nominee
14. Smt. S. Ashwini	-	Exam branch
15. Smt. P. Lavanya	-	Office Supdt.
16. Smt. Archana Joshi	-	Librarian
17. Mr. K. Meghamsh Teja	-	Student
18. Mr. Vankudoth Vijay	-	Student
19. Sri Rajesh Malani, Businessman	-	Alumni
20. Sri Praveen Kulkarni	-	Chartered Accountant
21. Shri Sohanlal Kadel	-	Industrialist

Principal, Dr. P. Uma welcomed all the Members and reviewed the points discussed in previous meeting.

**Agenda of the meeting and the Action Taken Report are as follows:**

**Agenda 1: To inform all the staff member regarding the Extension of Autonomous Status.** All the staff members are informed about the sanction of Extension of Autonomous status for a period of 5 years from 2018-2023. The members discussed the recommendations made by the Autonomy Inspection Committee.

The IQAC members are informed to initiate the Autonomy procedures – Autonomy Sanction Letter from Osmania University, Reconstitution of Governing Council members, Reconstitution of University Nominees department wise. Etc.

**Agenda 2: To discuss and conduct FDP Programmes, Guest Lectures and other Activities.** The Committee noted the Schedule of the events scheduled by each department and reviewed the Budget requirements for conducting the Activities.

**Agenda 3: To discuss about the UG – II / IV & VI semester's examinations results.**

The members of the committee noted the UG – II/IV & VI semester examinations results. The members discussed the measures to be taken for improving the student results. The members also suggested taking remedial classes for the academically weak students.

**Agenda 4: To discuss about the preparations for conducting the UG - I/ III & V semester Examinations.**

The Members of the IQAC Committee discussed and reviewed the arrangements made to conduct UG - I/ III & V semester Examinations.

**Agenda 5: To review the Training and Placement activities.**

The IQAC members informed the Placement Cell to plan and schedule Personality Development activities, Placement Training activities, activities to develop Language skills etc. The College has linkage with Telangana Academy for Skill and Knowledge (TASK), to conduct the Placement training and placement assistance.

The college has Linkages with various Banks, Insurance companies, CA Firms, Tourism Industry, Travel Agencies, Hotels etc for providing On Job training and Placement assistance. The members informed the placement cell to plan for new industry linkages as per the requirement.

**Agenda 6: To discuss about conducting various extension activities, field trips, sports & cultural activities.**

The IQAC Committee discussed with the Cultural committee members, Sports In-charge and the Faculty members to schedule and organise various sports events, cultural events, Departmental field trips.

The meeting ended with vote of thanks by Dr. B. Sreedevi.

  
IQAC COORDINATOR

  
PRINCIPAL

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HINDI MAHA VIDYALAYA  
(AUTONOMOUS)  
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Nallakunta, Hyderabad-44, T.S.



**HINDI MAHAVIDYALAYA**  
**(AUTONOMOUS & NAAC Accredited)**

**MINUTES OF IQAC**  
**MEETING**

**Date: 19/03/2019**

**Time: 11:30 AM**

The following members were present in the IQAC Meeting (Autonomous) held on 19<sup>th</sup> March 2019.

1. Dr. Uma	–	Chairperson & IQAC Coordinator
2. Dr. B. Sreedevi	–	Head, Dept. of Physics
3. Dr. Upendra Sastry	–	Head, Dept. of B.Voc
4. Dr. Surabhi Tiwari	–	Head, Dept. of Pol. Sci
5. Dr. N. Ravi Kumar	–	Head, Dept. of B.Voc
6. Smt. Ashwini Sanpurkar	–	Head, Dept. of Commerce
7. Smt. Haritha	–	Head, Dept. of Chemistry
8. Dr. Rajanidhari	–	Head, Dept. of Hindi
9. Smt. Srivani	–	Head, Dept. of Mathematics
10. Smt. Bindu	–	Head, Dept. of English
11. Smt. Saritha Mantri	–	Head, Dept. of Commerce
12. Smt. Nita Kulkarni	–	Head, Dept. of Biotechnology
13. Sri Laxminiwas Sharma	–	Management Nominee
14. Smt. S. Ashwini	–	Exam branch
15. Smt. P. Lavanya	–	Office Supdt.
16. Smt. Archana Joshi	–	Librarian
17. Mr. K. Meghamsh Teja	–	Student
18. Mr. Vankudoth Vijay	–	Student
19. Sri Rajesh Malani	–	Businessman Alumni
20. Sri Praveen Kulkarni	–	Chartered Accountant
21. Shri Sohanlal Kadel	–	Industrialist

Principal, Dr. P. Uma welcomed all the Members and reviewed the points discussed in previous meeting.

**Agenda of the meeting and the Action Taken Report are as follows:**

**Agenda 1: To discuss about the Sanction of Extension of B.Vocation Skill Development Courses.**

The College is sanctioned with the extension of B.Vocation – 1) Banking & Insurance and 2) Hospitality and Tourism Administration courses. The Members of the IQAC Committee informed the B.Vocational Department faculty to Schedule the On Job training schedule for the Students.

**Agenda 2: To discuss about the initiatives to be taken for improving the Students strength and built up awareness regarding the Skill oriented course offered.**

The IQAC members discussed about the initiatives to be taken for improving the

student's strength of the college, especially Hindi Medium students strength. The members informed the faculty to visit Hindi Medium schools and bring awareness to the students regarding the Hindi medium courses offered in the college. The Committee decided to take measures for awareness of Skill development courses.

**Agenda 3: To discuss about the preparations for the UG - II/ IV & VI Semester Practical and Theory Examinations.**

The Members of the IQAC Committee discussed and reviewed the arrangements made to conduct UG - II/ IV & VI semesters Theory and Practical Examinations.

**Agenda 4: To note the UG - I/ III & V semester s and PG-I Semester Examinations Results.**

The members of the committee noted the UG – I/III & V semester examinations results.

**Agenda 5: To Discuss about the remedial classes to be taken for the UG and PG Students.**

The IQAC committee informed faculty to schedule remedial classes for academically poor students.

**Agenda 6: To conduct Student Feedback and Student Satisfaction Survey (SSS).**

The members of the IQAC Committee informed all the HODs to collect student feedback and SSS data and implement the necessary action plan depending on the report analysis.

The meeting ended with vote of thanks by Dr. B.Sreedevi.

  
IQAC COORDINATOR

  
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