

**HINDI MAHAVIDYALAYA**  
**(Autonomous & NAAC Reaccredited)**  
**Internal Quality Assurance Cell meeting**

**Date:10-06-2020**

**Time : 1:00 PM**

**The following members were present in the meeting :**

1. Dr. P.Uma - Chairperson
2. Sri Laxminiwas Sharma – Management Nominee
3. Dr. Ravi Kumar, Head, Dept. Of Vocational Studies - IQAC Coordinator
4. Mrs. Ashwini Sanpurkar – Dept. Of Commerce
5. Dr. Raghunadh Acharya – Head, Dept. Of Statistics
6. Dr. Rajani Dhari – Head , Dept. of Hindi
7. Dr. Pushpavalli – Dept. Of Hindi
8. Smt. Nita Kulkarni - Head, Dept. of Biotechnology
9. Smt. Haritha – Head , Dept. Of Chemistry
10. Smt. Srivani- Head, Dept. Of Mathematics
11. Smt. Sarada, Head, Dept. Of English
12. Smt Haseena – Dept. Of Computer Science
13. Smt. Vasantha – Dept. Of Commerce
14. Smt. P. Lavanya – Office Supdt.
15. Smt. Archana Joshi - Librarian
16. Shri Sohanlal Kadel – Industrialist
17. Mr. Siddhartha, - Student
18. Ms. Harika - Student
19. Sri Praveen Kulkarni, Chartered Accountant - Alumni
20. Sri Rajesh Malani, Businessman - Alumni

Principal, Dr. P.Uma, welcomed all the Members and reviewed the points discussed in previous meeting. The Agenda and the Action taken Report of the meeting is as follows:

**Agenda 1 : To approve the Almanac for the Academic Year 2020-2021.**

The IQAC committee members noted and approved the Almanac for the revised Academic year 2020-2021.

**Agenda 2 : To discuss about how to resume the Academic session with the prevailing Covid19 pandemic situation.**

An IQAC meeting was conducted through online mode. The members of the committee decided to reschedule the Academic Calendar 2020-21 by strictly implementing the covid norms issued by the concerned statutory bodies - University Grants Commission, Telangana State Council for Higher Education and Osmania University.

The teachers were informed to take online classes. They were informed to attend the online demo of scheduling and conducting online classes, training is given by the technical staff to the non- technical staff to conduct the classes in online Mode. The students are intimated and are trained to get connected and attend the online classes. The students residing in remote areas are facilitated with softcopy of the class notes. The teachers were informed to take utmost care to reach every student and clear their doubts.

**Agenda 3 : To discuss about the precautionary measures to be taken to reopen the college to work offline after the Covid pandemic.**

After the lockdown period, The IQAC team has decided to reopen the college and carry out the administrative activities in offline mode. The precautionary measures as per the covid norms of UGC, TSCHE and Osmania University were strictly implemented. The college premises, Principal Room, Administrative building, exam Branch, Library were sanitized. Work is scheduled in such a way that only 50% of the Staff shall handle it. The staff members of each department were divided into teams and Each team work every alternate day. The staff were given instructions to wear mask , carry personal sanitizers and sanitizer machines were kept at the college entrance gate.

**Agenda 4 : To note and approve the List of Courses submitted to Osmania University for the Online UG 2020-2021 under DOST and PG admissions .**


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

**Agenda 6 : To discuss about the Academic schedule to be followed.**

The IQAC coordinator instructed the teaching staff to complete the syllabus in time as per the almanac and make the necessary preparations for the end semester examinations. The teachers were informed to schedule the timetable for the next academic year and schedule the BOS meetings for the syllabus ratification. They were asked to produce departmental timetables, workload statement and the staff requirements department-wise.

The official correspondence to start the new courses has been done.

The IQAC team were instructed to make necessary arrangements to conduct Academic Council and Governing Council Meeting.

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

**HINDI MAHAVIDYALAYA**  
(Autonomous & NAAC Reaccredited)  
**Internal Quality Assurance Cell meeting**

**Date:10-08-2020**

**Time : 1:00 PM**

**The following members were present in the meeting :**

21. Dr. P.Uma - Chairperson
22. Sri Laxminiwas Sharma – Management Nominee
23. Dr. Ravi Kumar, Head, Dept. Of Vocational Studies - IQAC Coordinator
24. Mrs. Ashwini Sanpurkar – Dept. Of Commerce
25. Dr. Raghunadh Acharya – Head, Dept. Of Statistics
26. Dr. Rajani Dhari – Head , Dept. of Hindi
27. Dr. Pushpavalli – Dept. Of Hindi
28. Smt. Nita Kulkarni - Head, Dept. of Biotechnology
29. Smt. Haritha – Head , Dept. Of Chemistry
30. Smt. Srivani- Head, Dept. Of Mathematics
31. Smt. Sarada, Head, Dept. Of English
32. Smt Haseena – Dept. Of Computer Science
33. Smt. Vasantha – Dept. Of Commerce
34. Smt. P. Lavanya – Office Supdt.
35. Smt. Archana Joshi - Librarian
36. Shri Sohanlal Kadel – Industrialist
37. Mr. Siddhartha, - Student
38. Ms. Harika - Student
39. Sri Praveen Kulkarni, Chartered Accountant - Alumni
40. Sri Rajesh Malani, Businessman - Alumni

Principal, Dr. P.Uma, welcomed all the Members and reviewed the points discussed in previous meeting. The Agenda and the Action taken Report of the meeting is as follows:

**Agenda 1 : To Note the new Staff recruited for the Academic year 2020-2021.**

The Members of the Committee noted the new staff recruited for the Academic year 2020-2021.

**Agenda 2 : To review the NAAC AQAR 2019-2020.**

The IQAC Coordinator instructed various NAAC Committees to prepare and submit the criterion-wise documents for preparing AQAR 2019-2020 report.

**Agenda 3 : To discuss about the mode of conducting the end semester Examination and prepare the examination schedule.**

The Internal Exam committee meeting was held and the new examination reforms were framed to conduct the end semester theory and practical examination through online mode. The examination reforms includes rules to conduct online mode of examination, the question paper pattern, the online mode of valuation etc. . The arrangements for conducting the online mode of examinations strictly implemented the Covid norms issued by the statutory bodies of higher Education. The question paper pattern was changed by facilitating 50% choice. The students were given instructions to be follow during the online examination. The student should be in full view before the system while attending the examination. The answer sheets



should be submitted immediately within the stipulated time. The hard copies of the Answers should reach the examination hall within stipulated time. The students residing in remote places and where there is no provision of Internet facility are provided shelter in the college campus and are facilitated to attend the exam in the college campus following the Covid norms. The ICT facilities for conducting the online mode of examination were provided, the software updation for conducting the examination was facilitated.

The IQAC team coordinated with the examination branch to conduct the examination smoothly.



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**HINDI MAHAVIDYALAYA**  
**(Autonomous & NAAC Reaccredited)**  
**Internal Quality Assurance Cell meeting**

**Date:10-11-2020**

**Time : 1:00 PM**

**The following members were present in the meeting :**

1. Dr. Y.V.Rao - Chairperson
2. Sri Laxminiwas Sharma – Management Nominee
3. Mrs. Ashwini Sanpurkar – Vice- Principal
4. Dr. Ravi Kumar, Head, Dept. Of Vocational Studies - IQAC Coordinator
5. Dr. Raghunadh Acharya – Head, Dept. Of Statistics
6. Dr. Rajani Dhari – Head , Dept. of Hindi
7. Dr. Pushpavalli – Dept. Of Hindi
8. Smt. Nita Kulkarni - Head, Dept. of Biotechnology
9. Smt. Haritha – Head , Dept. Of Chemistry
10. Smt. Srivani- Dept. Of Mathematics
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18. Ms. Harika - Student
19. Sri Praveen Kulkarni, Chartered Accountant - Alumni
20. Sri Rajesh Malani, Businessman - Alumni

Principal, Dr. Y.V.Rao, welcomed all the Members and reviewed the points discussed in previous meeting. The Agenda and the Action taken Report of the meeting is as follows:

**Agenda 1 : To introduce the new Principal and constitute the new Academic Committees for the Year 2020-2021.**

New Principal Dr. Y.V.Rao was appointed in the place of Dr. P. Uma. New. The new Academic Committees for the Academic year 2020-2021 were constituted.

**Agenda 2 : To take a note of Admission status for the Academic year 2020-2021.**

The committee noted the UG admitted student strength for the Academic year 2020-2021. The Admission committee members were suggested to approach and request the Convenor, Degree Online Admissions (DOST), for filling the left over seats

**Agenda 3 : To Schedule and discussed the Academic activities for the Academic year 2020-2021.**

The members of the IQAC discussed and Schedule the Academic activities, Events, ratification of syllabus to be conducted. Further, the newly recruited staff are encouraged to take part in the FDPs and research activities.

**Agenda 5 : To discuss about the introduction of New Skill development courses under B.Vocation and M.Vocation Scheme.**

The Members of the committee discuss about the necessary steps to be taken to start the new B.Vocational And M.Vocational Courses Sanctioned by UGC in the Academic year 2019-2020. The List of Courses sanctioned following new Skill development Courses –

**UG Courses : B.Vocation**

- i) Medical Laboratory and Molecular Diagnostic Technology
- ii) Retail Management
- iii) E-Commerce and Digital Marketing.

**PG Courses : M.Vocation**

- i) Tourism and Hospitality Administration
- ii) Banking & Insurance.

**Agenda 6 : To discuss about the new Examination reforms initiated keeping in view the covid'19. Pandemic for conducting Internal & External examinations from the Academic Year 2020-2021.**

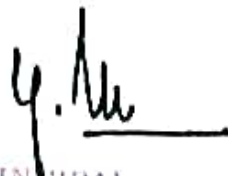
The members of the committee reviewed the new Examination reforms initiated keeping in view the covid'19 Pandemic for conducting Internal & External examinations from the Academic Year 2020-2021.

**Agenda 7 : To introduce NCC as an Elective Subject**

The members of the IQAC committee decided to introduce NCC as an Elective subject.

**Agenda 8 : To discuss about the Diamond Jubilee year celebrations**

The college has completed 60 glorious years, progressing towards diamond Jubilee providing Yeoman services in the f

  
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**HINDI MAHAVIDYALAYA**  
(Autonomous & NAAC Reaccredited)  
Internal Quality Assurance Cell meeting

Date: 05-2-2021

Time : 1:00 PM

The following members were present in the meeting :

1. Dr. Y.V.Rao - Chairperson
2. Sri Laxminivas Sharma - Management Nominee
3. Mrs. Ashwini Sanpurnkar - Vice-Principal
4. Dr. Ravi Kumar, Head, Dept. Of Vocational Studies - IQAC Coordinator
5. Dr. Raghunadhi Acharya - Head, Dept. Of Statistics
6. Dr. Rajani Dhari - Head, Dept. of Hindi
7. Dr. Pushpavalli - Dept. Of Hindi
8. Smt. Nita Kulkarni - Head, Dept. of Biotechnology
9. Smt. Hamida - Head, Dept. Of Chemistry
10. Smt. Srivani- Dept. Of Mathematics
11. Smt. Sarada, Dept. Of English
12. Smt Haseema - Dept. Of Computer Science
13. Smt. Vasanti - Dept. Of Commerce
14. Smt. P. Lavanya - Office Supdt.
15. Smt. Archana Joshi - Librarian
16. Sri Sobanlal Kadel - Industrialist
17. Mr. Siddhartha, - Student
18. Ms. Harika - Student
19. Sri Praveen Kulkarni, Chartered Accountant - Alumni
20. Sri Rajesh Malani, Businessman - Alumni

Principal, Dr. Y.V.Rao, welcomed all the Members and reviewed the points discussed in previous meeting. The Agenda and the Action taken Report of the meeting is as follows:

**Agenda 1 ) To Review the PG Admissions for the Academic year 2020-21.**

The Committee members reviewed the PG Admitted Strength for the Academic year 2020-21.

**Agenda 2) To decide whether the end semester exams are to be conducted online or offline based on Covid Pandemic situation.**

The committee decided to conduct the end semester Examinations Online as the Covid Pandemic situation is prevailing. The coordinator instructed to take care of all the requirements for conducting the semester exams smoothly. Also, the committee decided to train the staff and students for conducting the examination online.


**Agenda 3 ) To decide the Alumni meeting Agenda and date.**

The Committee decided to register the Alumni association with the concern Government Department.

**Agenda4) To Plan and collaborate with Corporate and Business houses for internships and placements**

The committee instructed the concern HODs to prepare the list for entering MOUs with the corporate to support the course in practical.

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

  
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