



Date:15-06-2019

## IQAC MEETING-5 CIRCULAR

All the members of IQAC are hereby informed that a meeting of IQAC will be held on 19-06-2019 at 10.00 A.M in the IQAC room with the following agenda.

All the members are requested to make it convenient to attend the meeting.

### Agenda:

- 1.Preparation of academic curricular plans and institutional academic calendar for the academic year 2019-20.
- 2.Conduct of curricular, co-curricular, extra-curricular activities as per the Institutional academic calendar, in line with Andhra University academic calendar.
3. Updating academic and administrative records.
4. Participation of faculties in FDP.
5. Conduct of special camps by NSS & NCC for public support and community service activities.
6. Any other matter with the permission of the chair.

  
IQAC Coordinator  
**CO-ORDINATOR**  
**IQAC**  
**SPACES DEGREE COLLEGE**  
**PAYAKARAOPETA - 531126**



  
**Principal**  
**SPACES DEGREE COLLEGE,**  
**PAYAKARAOPETA**



# SPACES DEGREE COLLEGE

(Affiliated to Andhra University)

( Under the Management of SRI PRAKASH EDUCATIONAL SOCIETY )

## Minutes of IQAC meeting held on 19-06-2019

Meeting was started at 10 a.m. with a warm welcome by the IQAC -coordinator in the IQAC chamber. The following members were present.

Name	Sign
Sri Ch. Vijay Prakash Dr. A.K. Tripathy	
Sri P. Ch. V. Subbarao P. Ch. V. Reddy	
Sri S. M. V. S. Kumar Sri T. G. S. Sarathkumar	
MM G. Kanuna G. Kanuna	
Sri V. Sivagangatha	
MM S. Anurmi	
Sri K. Surya Manikanta	
MM B. Maveena B. Maveena	

All the points in agenda were discussed in detail and resolved the following Unanimously.

1. Resolved to prepare institutional, annual, academic plan and academic calendar for the academic year 2019-20.
2. Resolved to conduct Curricular, Co-curricular, Extra-curricular activities as per the Institutional academic calendar, in line with Andhra University academic calendar.
3. Resolved to instruct all the faculty member and non-teaching staff to update records.
4. Resolved to encourage faculty members to participate in FDP.
5. Resolved to Conduct special camps by NSS & NCC volunteers and take part in public support and community service activities.

IQAC Coordinator  
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## Action taken report for IQAC meeting held on 19-06-2019

### Action Taken Report:

1. Annual academic plan and academic calendar for 2019-20 was prepared as per the academic calendar supplied by Andhra University.
2. Co-curricular, Extra-curricular activities were conducted as per the Institutional academic calendar, in line with Andhra University academic calendar
3. Concerned heads and office staff were instructed to update different academic and administrative records.
4. Some staff members attended FDPs conducted by different organizations.
5. Swachh Bharat programme and health checkup camp was organized in the nearby village on behalf of NSS and NCC.

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**PRINCIPAL** Principal  
**SPACES DEGREE COLLEGE,**  
**PAYAKARAOPETA**