

S.No.	Date	Minutes	Action Taken
1.	13.07.2019	To conduct Orientation Programme for UG I year students	An Orientation programme for the UG I year (BA, B.Com, B.Sc) students (2019-2020) was conducted on 17.07.2019. Dr. Nagaraju Malyala, Retd. Principal, Motivational Speaker was the Chief Guest
2.	20.07.2019	To Direct the departments to prepare Action plan for the academic year 2019-20	Action plans were prepared, comprising of curricular and co-curricular activities and submitted.
3.	3.9.2019	To organize an extension lecture on Teaching methodology on the occasion of Teachers' day	The lecture was organized on 5 th September, 2019. Prof.T. Mrunalini, Dean, IASE, Osmania University was the resource person. She gave an excellent lecture on various student centric teaching methods.
4.	4.11.2019	To form criterion wise committees	Seven committees were formed along with a core committee to review the Assessment and Accreditation process.
5.	2.12.2019	To conduct an orientation programme on the Assessment and Accreditation process	A Video session on Assessment and Accreditation process was conducted. All the members of the teaching staff were present.
6.	9.12.2019	NAAC Criterion 2, 6 review meeting was held	Question wise analysis was done, the collection of the data was initiated,
7.	11.12.2019	NAAC Criterion 3,5 review meeting was held	Question wise analysis was done, the collection of the data was initiated
8.	18.12.2019	NAAC Criterion 1,4,7 review meeting was held	Question wise analysis was done, the collection of the data was initiated
9.	08.01.2020	The Alumni committee of the institution planned to organize sports events to students	The sports events were conducted and the prizes were given away to the winners by the Alumni Association of the institution on 10.01.2020
10.	27.01.2020	NAAC Criterion 1,2 review meeting was held	The organization of the data in the data templates was initiated
11.	28.01.2020	NAAC Criterion 3,4 review meeting was held	The organization of the data in the data templates was initiated
12.	29.01.2020	NAAC Criterion 5,6,7 review meeting was held	The organization of the data in the data templates was initiated
13.	03.03.2020	Review of various curricular and co-curricular activities of the institution was taken up	Several lectures, workshops, fieldtrips were organized during the academic year 2019-20. 10. Orientation for first year students MAVA Workshop Telugu basha dinotsavam. STEP (Worskhop) Field visit to NGRI,CCMB etc The reports of various activities were prepared and sent to IQAC

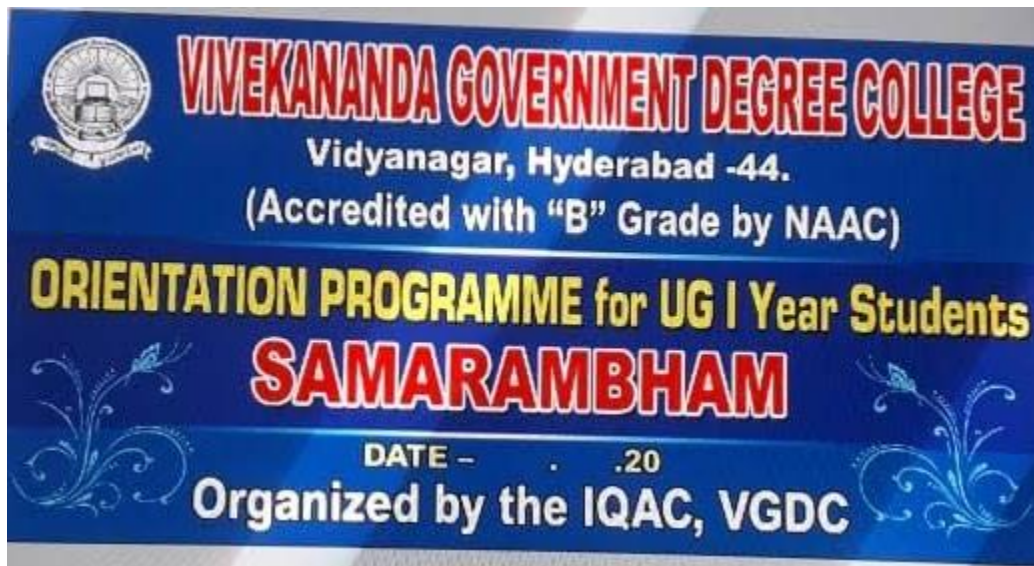

 IQAC Co-ordinator


 Principal

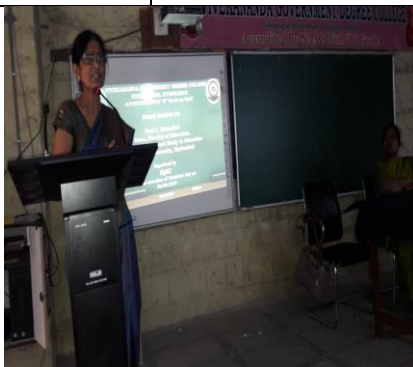
Name of the Department	IQAC
Date	17.07.2019
Title of the programme	SAMARAMBHAM - An Orientation programme for UG I year students - 2019
Names of the lecturers involved	Dr.N.C. Sowjanya, IQAC Co-ordinator IQAC Committee
Teaching staff participated/ Students	All the teaching staff and the UG first year students
Brief report	An Orientation Programme for the UG I year students was conducted to make the students familiarise with academic, co-curricular and extracurricular activities of the institution. Dr. NagarajuMalyala, Motivational Speaker and Retd. Principal was the Chief Guest. He gave a motivational talk on the importance of positive attitude and also made the students aware of the basic etiquette required in an educational institution. Conveners of various committees briefed the students on various activities conducted in the college. IQAC Co-ordinator briefed the students on the importance of NAAC assessment for the institution.
Outcome	The students were very attentive in the session and interacted with the Guest. They further became aware of various curricular and co curricular options available in the institution.







Name of the Department	IQAC
Date	05.09.2019
Title of the programme	Extension lecture on "Teaching methodology
Names of the lecturers involved	Dr.N.C. Sowjanya, IQAC Co-ordinator IQAC Committee
Teaching staff participated/ Students	All the members of the teaching staff
Brief report	The IQAC of the institution organized an extension lecture on 05.09.2019, on the occasion of Teachers 'day. The Guest was the Dean, Faculty of Education, Dr.T.Mrunalini. She delivered a lecture on various teaching methodologies. She insisted the staff to adapt different methods to facilitate faster learning of the diversified group of students. It has been decided in the staff meeting to felicitate teachers due for retirement on Teachers 'day. At the end of the lecture, Dr.K. Uma, Associate Professor of Economics was felicitated.
Outcome	The lecture was very interesting. The staff became well aware of the latest developments in the field of Education, and also updated themselves on various teaching methodologies.







VIVEKANANDA GOVERNMENT DEGREE COLLEGE
VIDYANAGAR, HYDERABAD
ACCREDITED WITH "B" Grade by NAAC



Guest lecture by
Prof.T. Mrunalini
Institute of Advanced Study in Education
Osmania University, Hyderabad

Organized by
IQAC
On the occasion of Teachers 'day on
05.09.2019

Name of the Department	IQAC
Date	03.12.2019
Title of the programme	An insight into the NAAC Process
Names of the lecturers involved	Dr.N.C. Sowjanya, IQAC Co-ordinator IQAC Committee
Teaching staff participated/ Students	All the members of the teaching staff
Brief report	The institution is going for Re-accreditation in April, 2020 in the Revised Accreditation Framework. The staff are categorised into criterion wise committees. A Video session on the NAAC process (Available videos in the NAAC site) was conducted, wherein the staff viewed the NAAC Process videos – Registration, IIQA tutorial, SSR Tutorial, DVV process. This is followed by the interaction amongst the staff on the process.
Outcome	At the end of the session, timeline of the institution NAAC process is discussed and everyone present resolved to complete the SSR by Second week of February and submit the IIQA in the first week of March.

