



Date: 21-06-2017

IQAC MEETING-1 CIRCULAR

All the members of IQAC are hereby informed that a meeting of IQAC will be held on 27.06.2017 at 10.00 A.Min IQAC room with the following agenda.

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

Agenda:-

- 1.To prepare academic curricular plans and institutional academic calendar for the academic year 2017-18.
- 2.To Conduct of curricular, co-curricular, extra-curricular activities as per the institutional academic calendar, in line with Andhra University academic calendar.
- 3.To prepare Standard proformas to record all the academic activities of all the lecturers.
- 4.Conduct of Communicative English Course, Certificate/ Add-on course for the year 2017- 2018.
5. Usage of ICT in regular teaching learning process.

P. An. V. Rao
IQAC Coordinator
CO-ORDINATOR
IQAC
SPACES DEGREE COLLEGE
PAYAKARAOPETA - 531126



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PRINCIPAL
SPACES DEGREE COLLEGE,
PAYAKARAOPETA



Minutes of IQAC meeting held on 27-06-2017

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	Signature	Name	Signature
Dr. A.K. Tripathy	A.K. Tripathy	Sri U.N.V. Satyanarayana	Satyanarayana
Sri S.M.V.S. Kumar	S.M.V.S. Kumar	Mem S. Aravind	Aravind
Sri A.R.K. Reddy	A.R.K. Reddy	Sri T.S.R.S.V.S. Sankar	T.S.R.S.V.S. Sankar
Sri V. Sita Gangadhar	V. Sita Gangadhar	Mem N. R. Lakshmi	Lakshmi
Sri K. Ramana Babu	K. Ramana Babu		
Mem G. Karuna	G. Karuna		

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

1. Resolved to prepare academic curricular plans and institutional academic calendar under the supervision of academic cell.
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 record all the academic activities such as Curricular Plan, Teaching Dairy, Teaching plan etc., in the prescribed formats / proforma of Collegiate Education -Andhra Pradesh from the academic year 2017-18.
4. Resolved to conduct add-on / certificate courses as per proposal submitted by respective departments with the approval by Academic Staff Council.
5. Resolved to enhance the usage of ICT in regular teaching - learning process by adopting modern teaching methodologies.

P. Ur. V. Rao
IQAC Coordinator
CO-ORDINATOR



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SPACES DEGREE COLLEGE

(Affiliated to Andhra University)

(Under the Management of SRI PRAKASH EDUCATIONAL SOCIETY)

Action taken report for meeting held on 27-06-2017

Action Taken Report.

1. Annual plan for academic year 2017-18 was prepared as per the academic calendar prescribed by Andhra University.
2. Curricular, co-curricular, extra-curricular activities proposed to conduct for the academic year 2017-2018 were prepared and circulated to all the departments.
3. Printed proformas prescribed by Collegiate Education - AP in book form for recording Curricular plan, Teaching diary, Teaching plan prepared and given to all the faculty.
4. List of proposed add-on / Certificate courses by concerned departments submitted to the principal for approval.
5. Orientation programme by Faculties of Department of Computer Science was conducted about the use of modern teaching tools like OHP / PPT / Live demos in regular teaching - learning process.

P. An. V. Rao

IQAC Coordinator

**CO-ORDINATOR
IQAC
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PRINCIPAL Principal
**SPACES DEGREE COLLEGE,
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