

# CH. S. D. ST.THERESA'S COLLEGE FOR WOMEN (A)



Gavaravaram, Sanivarapu Peta Road, Eluru District, Eluru - 534003

Accredited by NAAC A+ Grade 3.56/4 CGPA ( Fourth Cycle)

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## NOTIFICATION COMPOSITION OF IQAC FOR 2023-24

1	Chair Person	Dr.Sr.Mercy
2	Management Members	Sr.L.Maria Christia- Vice Principal Sr.Suseela- Controller of Examinations.
3	Advisor	Dr.R.Madhavi
4	Coordinator	Dr.C.A.Jyothirmayee
5	Secretary	Dr.N.Gayatri Devi
6	Joint Secretary	Dr.M.Padmaja
7	Senior Staff members	Dr.A.Nirmala Jyotsna Major Dr.PM Celine Rose Dr.P.Ratna Mary Dr.M.Rama Dr.P.Jyothi Kumari Dr.R.Indira Dr.V.Nagalakshmi Dr.K.Sreelatha Dr.KSVKS Madhavi Rani Dr.BBRG Vijayalakshmi Dr.A.Padmavathi Dr.Santhosh Jhawar Mrs.G.Durga Vyshnavi
8	External Experts	Dr.M.V.Prasad, Principal Scientist Mr.D.Satyanarayana, Advocate Mr.V.Govindarao, Industrialist Dr.K.Rani, Rtd.faculty Dr.K.L.Saraswathi Devi,Rtd.faculty Mrs. C.S.N.Jyothi, C.T.O (Alumnae)
9	Student Representatives	Ms.P.Anusha UG President Ms. Lisa Jose Secretary
10	Technical Staff	Mr.Md.Shariff

IQAC CO-ORDINATOR  
CH.S.D.ST.THERESA'S COLLEGE FOR WOMEN (A),  
ELURU - 534003.,ELURU DIST.,AP.

Signature of the Coordinator

PRINCIPAL  
CH.S.D.ST.THERESA'S COLLEGE FOR WOMEN(A)  
ELURU - 534003.,ELURU DIST.,AP.

Signature of Chair Person

Signature of the Secretary

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## Internal Quality Assurance Cell (IQAC) Minutes of the Meeting held on 15-06-2023

### Agenda:

1. Prayer
2. Welcoming the new members
3. Minutes of the previous meeting
4. CSP, Subject Projects and Internships.
5. AQAR post submission review
6. Academic plans 2023-24
7. Platinum Jubilee plan
8. IQAC involvement in conducting Seminars and Workshops (Department wise)
9. Plan to conduct Academic Council meeting in Hybrid mode
10. Vote of Thanks

### Minutes:

1. The prayer was led by the IQAC Chairperson - Dr.Sr.Mercy
2. The Principal and Chairperson Dr.Sr.Mercy, Sr. Suseela - Controller of Examinations and all the IQAC Members heartily welcomed the newly appointed Vice Principal Sr. Maria Christia.
3. Minutes of the previous meeting was presented by the Secretary Dr. N. Gayathri Devi and intimated the successful acceptance of AQAR 2021-22.
4. The committee reviewed the Academic plans 2023-24 of the college as a whole and made suggestions for quality enhancement particularly with regard to placement related activities, training for students, CSP and In-house Projects. The committee came up with proposals and suggested to strengthen the placement initiatives.
5. The 34<sup>th</sup> Graduation Day will be celebrated on 15<sup>th</sup> July 2023 for the outgoing batch of 2022-23. Prof. K. Padma Raju, Vice Chancellor of Adikavi Nannaya University, Rajamahendravaram, will be the Chief Guest for the occasion.
6. All first-year degree students have completed the Community Service Project (CSP), an experiential learning strategy that engages students in community development and service activities, applying these experiences to their personal and academic growth. The viva-voce will be conducted on 1<sup>st</sup> July, 2023.

7. To enhance employability, second-year students have undertaken short-term internship projects during the summer vacation. After successfully completing their training in May and June, they will present their experiences and acquired skills in a viva-voce scheduled for 30<sup>th</sup> June, 2023.
8. The committee discussed the percentage of changes related to employability and entrepreneurship in the prescribed syllabus for the academic year 2023-24 during the Board of Studies (BOS) meetings.
9. The inauguration of the Platinum Jubilee, marking the 70<sup>th</sup> College Foundation Day, is planned for 5<sup>th</sup> July 2023.

Meeting was concluded with a thanks giving prayer by the Principal.

The following members attended:

1. Dr.Sr.Mercy - Chair Person
2. Sr.L.Maria Christia – Vice Principal
3. Sr.Suseela – Controller of Examinations
4. Dr.R.Madhavi- IQAC Advisor
5. Dr.C.A.Jyothirmayee - Coordinator
6. Dr.N.Gayatri Devi - Secretary
7. Dr.M.Padmaja – Joint Secretary
8. Dr.A.Nirmala Jyotsna – HOD Of Physics
9. Major Dr.PM Celine Rose –HOD of Phy.Edu
10. Dr.P.Ratna Mary – HOD of Arts
11. Dr.M.Rama – Senior faculty
12. Dr.P.Jyothi Kumari – HOD of Nutrition and Dietetics
13. Dr.R.Indira – HOD Of Zoology
14. Dr.V.Nagalakshmi – Senior Faculty
15. Dr.K.Sreelatha – Senior Faculty
16. Dr.KSVKS Madhavi Rani - Senior Faculty
17. Dr.BBRG Vijayalakshmi - HOD Of Botany
18. Dr.A.Padmavathi - HOD Of Microbiology
19. Dr.Santhosh Jhavar- HOD Of Management Studies
20. Mrs.G.Durga Vyshnavi- Senior Faculty
21. Mr.Md.Sheriff – Technical Staff

  
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ELURU - 534003, ELURU DIST., AP.

**Signature of the Coordinator**

  
N. Gayatri Devi

**Signature of the Secretary**

  
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**Signature of the Chair Person**

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## Internal Quality Assurance Cell (IQAC)

### Minutes of the Meeting held on 28-07-2023

#### **Agenda:**

1. Prayer
2. Post Programs review
3. First year Degree Classes- related activities
4. UGC Skill India Programs and PMYEK
5. IKS
6. NEP-UTSAH & SAARTHI

#### **Minutes:**

1. The prayer was led by the Controller of Examinations & PG Director- Sr.Suseela.
2. Minutes of the previous meeting was presented by the Secretary Dr. N. Gayathri Devi and was approved.
3. Dr.Sr.Principal Congratulated the controller of examinations Sr.Suseela and all HoDs for the grand success of 34<sup>th</sup> Graduation day.
4. Dr.Sr. Principal congratulated the Dept.of Telugu and Hindi for the successful conduction of First year Degree student's orientation program on 3<sup>rd</sup> & 4<sup>th</sup> July.
5. Dr.Sr.Principal informed to IQAC, to improve LSRW skills in English Dept. of English has taken initiative for intensive communicative English Bridge course for Degree first year students from 6<sup>th</sup> July 2023 to 22<sup>nd</sup> July 2023. 250 students of all majors attended the Bridge course.
6. The University Grants Commission (UGC) has selected our college for the Skill India Programme. Dr. Padmaja and Mr. Sharif attended a meeting where it was decided that several NSDC courses would be offered under the skill hub. Students must register for the Pradhan Mantri Kaushal Yojana (4.0), which also provides internships.
7. Sr.Principal has asked all IQAC/Council members to suggest employable skill courses for our students. She also proposed that skill courses be scheduled for the last hour of each day for first-year students. Some of the suggested skill courses include IT, fashion designing, yoga and wellness, digital marketing, graphic design,

cloud application development, cloud administration, and medical laboratory technology (MLT).

8. The University Grants Commission (UGC) has also directed the incorporation of the Indian Knowledge System into our education. As a part of this initiative, first-year students can choose the Indian Knowledge System as a SWAYAM course.
9. The University Grants Commission (UGC) is developing a portal called Utsah to implement the NEP Student Ambassador for Academic Reforms in Transforming Higher Education in India (NEP SAARTHI). This initiative includes programs such as village adoption and technology customization.


Meeting was concluded with a thanks giving prayer by the Principal

**The following members attended:**

1. Dr.Sr.Mercy - Chair Person
2. Sr.L.Maria Christia – Vice Principal
3. Sr.Suseela – Controller of Examinations
4. Dr.R.Madhavi- IQAC Advisor
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**Signature of the Coordinator**



**Signature of the Secretary**

  
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**Signature of the Chair Person**

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## Internal Quality Assurance Cell (IQAC)

### Minutes of the Meeting held on 16-08-2023

#### **Agenda:**

1. Prayer
2. APSCHE & PARAMARSH- Mentoring Colleges
3. Nutrition and Home Science Projects on anaemia eradication
4. Anti-ragging and Breast feeding week
5. RUSA activities
6. International Conference
7. Sports
8. News letter

#### **Minutes:**

1. The prayer was led by the IQAC Chairperson - Dr.Sr.Mercy
2. The Sr.Principal has requested an update from the IQAC/PARAMARSH members regarding the status of mentor colleges - Prakasam degree college, Kovvuru women's college, Sriramachandra Degree College and DePaul degree college for NAAC accreditation readiness.
3. The Principal happily announced that a Project- AKSHAJA has been sanctioned by the District Collector. This project will provide protein-rich supplements to 1,500 infants and children for six months, and iron-rich supplements to pregnant women from the first trimester onwards. A study will be conducted, and our college students will create awareness on health education as part of this initiative.
4. The Sr.Principal congratulated the Departments of Arts and Applied Science for successfully completing the events for Anti-Ragging Week and Breastfeeding Week.
5. Under RUSA activities the following proposals planned: Research & Innovation; Capacity building programs; International conference/workshops; Student support services.
6. The international conferences are scheduled for 13<sup>th</sup> and 14<sup>th</sup> October 2023. The two conferences are titled "International Conference on Languages, Social Sciences & Management Studies" and "International Conference on Applied Sciences – Advances & Applications 2023."
7. In celebration of National Sports Day, sports events are scheduled from 21<sup>st</sup> August to 29<sup>th</sup> August 2023.
8. The Sr.Principal has requested that IQAC/Council members submit departmental news by the end of each month to facilitate the release of the newsletter by the first week of the following month.

The Principal wrapped up the meeting with a note of thanks.



**The following members attended:**

1. Dr.Sr.Mercy - Chair Person
2. Sr.L.Maria Christia – Vice Principal
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5. Dr.C.A.Jyothirmayee - Coordinator
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**Signature of the Coordinator**

  
N. Gayatri Devi

**Signature of the Secretary**

  
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**Signature of the Chair Person**

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## Internal Quality Assurance Cell (IQAC)

### Minutes of the Meeting held on 30-09-2023

#### Agenda:

1. Prayer
2. International Conference
3. Platinum Jubilee celebrations
4. Post Program review
5. Mission fete
6. Celebration of specific days

#### Minutes:

1. The prayer was led by the IQAC Coordinator - Dr.C.A.Jyothirmayee.
2. The brochure, abstracts, and paper publications for the international conferences have been finalized.
3. Platinum Jubilee celebration planning regarding Souvenir, fund raising, Mementoes for Guests, activities planning.
4. The following programs are reviewed and congratulated the respective departments.  
Work shop on “ Biofloc fish farming “ on September 22<sup>nd</sup> 2023 organized by Department of Zoology.  
Workshop on “PCB Designing & Manufacturing” on 13<sup>th</sup> & 14<sup>th</sup> Sept. 2023 organized by Dept. of Physics & Electronics.  
A two day leadership program for Union bearers and class representatives on 8th and 9<sup>th</sup> September 2023.
5. Mission fete will be on 28<sup>th</sup> October 2023.
6. The Sr. Principal congratulated the departments for the successful celebrations of the specific days given in the annual calendar.

Meeting was concluded with a thanks giving prayer by the Principal



**The following members attended:**

1. Dr.Sr.Mercy - Chair Person
2. Sr.L.Maria Christia – Vice Principal
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**Signature of the Coordinator**

  
N. Gayatri Devi

**Signature of the Secretary**

  
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**Signature of the Chair Person**

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## Internal Quality Assurance Cell (IQAC)

### Minutes of the Meeting held on 09-10-2023

#### Agenda:

1. Prayer
2. Platinum Jubilee celebrations
3. Post Program review
4. Celebration of specific days and Mission fete
5. National level Youth conference

#### Minutes:

1. The prayer was led by the IQAC Chairperson - Dr.Sr.Mercy.
2. The IQAC Chairperson, along with IQAC and Council members, discussed the finalized programs and assigned duties to the faculty to ensure the smooth running of the event.
3. The IQAC Chairperson congratulated the coordinators of the two international conferences on their successful execution.
4. The IQAC Chairperson has requested and assigned the departments to conduct the following specific days:

**Women in Agriculture Day** on 15<sup>th</sup> October 2023

**United Nations Day** on 24<sup>th</sup> October 2023

**Rashtriya Ekta Diwas** on 31<sup>st</sup> October 2023

Additionally, the Chairperson reminded everyone about the Mission Fete on 28<sup>th</sup> October 2023.

5. The Principal, Dr. Sr. Mercy, informed the IQAC/Council members about the national-level youth conference themed "JAGO - Awake and Reach Out," which will take place at Christ University in Bangalore. Thirteen enthusiastic students and two dedicated staff members will attend this event.


The Principal wrapped up the meeting with a note of thanks.

**The following members attended:**

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2. Sr.L.Maria Christia – Vice Principal
3. Sr.Suseela – Controller of Examinations
4. Dr.R.Madhavi- IQAC Advisor
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**Signature of the Coordinator**

  
N. Gayatri Devi

**Signature of the Secretary**

  
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**Signature of the Chair Person**

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## Internal Quality Assurance Cell (IQAC)

### Minutes of the Meeting held on 15-11-2023

#### Agenda:

1. Prayer
2. Platinum Jubilee celebrations
3. Celebration of specific days
4. District Youth level fest


#### Minutes:

1. The prayer was led by the IQAC Chairperson - Dr.Sr.Mercy.
2. Platinum jubilee celebrations- The Principal Dr .Sr. Mercy provided an update on the progress of the Platinum Jubilee celebrations and checked to ensure that nothing was overlooked.
3. The IQAC Chairperson has reviewed, requested and assigned the departments to conduct the following specific days:  
**AP Formation Day** on 1<sup>st</sup> November 2023 organized by the National Service Scheme Coordinator and program officers of the college, along with Political Science Department.  
**Voter Enrolment Program** on 4<sup>th</sup> November 2023 organized by Department of Arts, 250 students participated.  
**56th National Library Week Celebrations** on 18<sup>th</sup> November 2023  
**National Constitution Day** on 26<sup>th</sup> November 2023.
4. The Principal Dr .Sr. Mercy informed the IQAC/Council members that our students won first prize at the district-level youth fest and have been selected for the state-level competitions, which will be held in December 2023.


The Principal wrapped up the meeting with a note of thanks.

**The following members attended:**

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**Signature of the Coordinator**

  
N. Gayatri Devi

**Signature of the Secretary**

  
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**Signature of the Chair Person**

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## Internal Quality Assurance Cell (IQAC)

### Minutes of the Meeting held on 09-12-2023

#### **Agenda:**

1. Prayer
2. Platinum Jubilee celebrations
3. UBA
4. Celebration of specific days

#### **Minutes:**

1. The prayer was led by the IQAC Chairperson - Dr.Sr.Mercy.
2. The complete schedule for the Platinum Jubilee celebration was discussed, covering all planned activities and events to ensure a well-organized and memorable celebration.
3. The Chairperson, Dr. Sr. Mercy, congratulated Dr. M. Rama, the UBA Coordinator, for her active participation in the event at IIT Delhi in collaboration with the Centre for Research in Schemes and Policies (CRISP) program on 7<sup>th</sup> December 2023.
4. As per the directions of the UGC, all institutions are to celebrate "Bharateeya Bhasha Utsav" on 11<sup>th</sup> December 2023, marking the birth anniversary of Mahakavi Subrahmania Bharathi, a legendary Tamil poet and freedom fighter. The Principal has requested the Telugu and Hindi departments to conduct the program.

The Principal wrapped up the meeting with a note of thanks.



**The following members attended:**

1. Dr.Sr.Mercy - Chair Person
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**Signature of the Coordinator**



**Signature of the Secretary**

  
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**Signature of the Chair Person**

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## Internal Quality Assurance Cell (IQAC)

### Minutes of the Meeting held on 11-01-2024

#### Agenda:

1. Prayer
2. Post Programs review
3. Celebration of specific days and events.
4. Internship and Examination Dates
5. BOS & Academic Council Meetings Dates

#### Minutes:

1. The prayer was led by the IQAC Chairperson - Dr.Sr.Mercy.
2. The Chairperson, Dr. Sr. Mercy, congratulated all the teaching faculty and non-teaching staff for their effective cooperation and support in organizing the Platinum Jubilee celebrations, declaring it a grand success.
3. The Chairperson, Dr. Sr. Mercy, congratulated the IQAC for successfully organizing a comprehensive workshop titled "Career Guidance and Counseling – A Mentoring Program for Intermediate Students," sponsored by RUSA 2.0, on 9<sup>th</sup> January 2024.
4. The IQAC Chairperson has requested and assigned the departments to conduct the following specific days:
  - **National Youth Day, Ethnic Day & Sankrathi** on 12<sup>th</sup> January 2024 - Telugu & Hindi Departments
  - **National Start-up Day** on 16<sup>th</sup> January 2024 - Department of English
  - **Workshop on "Design Thinking, Critical Thinking, and Innovation Design"** on 16<sup>th</sup> January 2024 - Department of Physics
  - **100-hour training program on the Certificate Program in Banking, Finance & Insurance (CPBFI)** in collaboration with Bajaj Finserv - Department of Management Studies
  - **14<sup>th</sup> National Voters Day** on 25<sup>th</sup> January 2024 - Department of Social Sciences and NSS Team
  - **Workshop on “Instrumentation and Analytical Techniques in Chemistry”** from 29<sup>th</sup> January to 3<sup>rd</sup> February 2024 - Department of Chemistry

These events and programs are designed to engage students and faculty in meaningful activities and learning experiences.

5. The Principal, Sr. Mercy, has finalized the dates for the internship viva, mid exams, and semester-end exams. She has requested the members to complete the syllabus by March and conduct a revision once.
6. The Board of Studies (BOS) meeting is scheduled for 22<sup>nd</sup> January online, and the Academic Council meeting will be held online on 10<sup>th</sup> February.

The Principal wrapped up the meeting with a note of thanks.

**The following members attended:**

1. Dr.Sr.Mercy - Chair Person
2. Sr.L.Maria Christia – Vice Principal
3. Sr.Suseela – Controller of Examinations
4. Dr.R.Madhavi- IQAC Advisor
5. Dr.C.A.Jyothirmayee - Coordinator
6. Dr.N.Gayatri Devi - Secretary
7. Dr.M.Padmaja – Joint Secretary
8. Dr.A.Nirmala Jyotsna – HOD Of Physics
9. Major Dr.PM Celine Rose –HOD of Phy.Edu
10. Dr.P.Ratna Mary – HOD of Arts
11. Dr.M.Rama – Senior faculty
12. Dr.P.Jyothi Kumari – HOD of Nutrition and Dietetics
13. Dr.R.Indira – HOD Of Zoology
14. Dr.V.Nagalakshmi – Senior Faculty
15. Dr.K.Sreelatha – Senior Faculty
16. Dr.KSVKS Madhavi Rani - Senior Faculty
17. Dr.BBRG Vijayalakshmi - HOD Of Botany
18. Dr.A.Padmavathi - HOD Of Microbiology
19. Dr.Santhosh Jhavar- HOD Of Management Studies
20. Mrs.G.Durga Vyshnavi- Senior Faculty
21. Mr.Md.Sheriff – Technical Staff



IQAC CO-ORDINATOR  
CH.S.D.ST.THERESA'S COLLEGE FOR WOMEN (A),  
ELURU - 534003, ELURU DIST., AP.

**Signature of the Coordinator**



N. Gayatri Devi

**Signature of the Secretary**



PRINCIPAL  
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ELURU - 534003, ELURU DIST., AP.

**Signature of the Chair Person**

# CH. S. D. ST.THERESA'S COLLEGE FOR WOMEN (A)



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## Internal Quality Assurance Cell (IQAC)

### Minutes of the Meeting held on 03-02-2024

#### **Agenda:**

1. Prayer
2. Post Programs review
3. AISHE
4. Examinations & Internships
5. Student Union Valedictory Ceremony

#### **Minutes:**

1. The prayer was led by the IQAC Chairperson - Dr.Sr.Mercy.
2. The Chairperson, Dr. Sr. Mercy, congratulated the staff for successfully organizing the assigned programs.
3. Dr. N. Gayatri Devi, the IQAC Secretary, has informed that the AISHE data is ready to be uploaded to the AISHE portal and has requested the Chairperson and IQAC Coordinator to review the data before uploading.
4. Supplementary examinations for outgoing batches will commence on 15<sup>th</sup> February 2024. Ward tutors are asked to identify the list of students who have failed and informing their parents.
5. For first-year major students, the CSP (Community Service Project) will focus on "Know Your Village." Second-year major students will undertake a subject-specific project.
6. The Chairperson, Dr. Sr. Mercy, along with the IQAC/Council members, discussed and finalized the date for the Student Union Valedictory Ceremony, which will be held on 21<sup>st</sup> March 2024. The chief guest will be Mrs. Damayanthi, former Principal Secretary to the AP State Government and an alumnus.


The Principal wrapped up the meeting with a note of thanks.

**The following members attended:**

1. Dr.Sr.Mercy - Chair Person
2. Sr.L.Maria Christia – Vice Principal
3. Sr.Suseela – Controller of Examinations
4. Dr.R.Madhavi- IQAC Advisor
5. Dr.C.A.Jyothirmayee - Coordinator
6. Dr.N.Gayatri Devi - Secretary
7. Dr.M.Padmaja – Joint Secretary
8. Dr.A.Nirmala Jyotsna – HOD Of Physics
9. Major Dr.PM Celine Rose –HOD of Phy.Edu
10. Dr.P.Ratna Mary – HOD of Arts
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14. Dr.V.Nagalakshmi – Senior Faculty
15. Dr.K.Sreelatha – Senior Faculty
16. Dr.KSVKS Madhavi Rani - Senior Faculty
17. Dr.BBRG Vijayalakshmi - HOD Of Botany
18. Dr.A.Padmavathi - HOD Of Microbiology
19. Dr.Santhosh Jhawar- HOD Of Management Studies
20. Mrs.G.Durga Vyshnavi- Senior Faculty
21. Mr.Md.Sheriff – Technical Staff

  
IQAC CO-ORDINATOR  
CH.S.D.ST.THERESA'S COLLEGE FOR WOMEN (A),  
ELURU - 534003, ELURU DIST., AP.

**Signature of the Coordinator**

  
N. Gayatri Devi

**Signature of the Secretary**

  
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**Signature of the Chair Person**

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## Internal Quality Assurance Cell (IQAC)

### Minutes of the Meeting held on 26-03-2024

#### **Agenda:**

1. Prayer
2. Post Programs review
3. AISHE
4. AQAR
5. SSR
6. LMS Lessons
7. Stock Verification & Department meetings.
8. Exit Survey

#### **Minutes:**

1. The prayer was led by the Vice Principal – Sr.Maria Christia.
2. The Chairperson, Dr. Sr. Mercy, congratulated the IQAC/Council members and Student Union office bearers for successfully organizing the Student Union Valedictory Ceremony on 21st March 2024. Mrs. Damayanthi, former Principal Secretary to the AP State Government and an alumnus, was the chief guest.
3. The Chairperson Dr.Sr.Mercy congratulated the IQAC/Council members for successfully organizing National Science Day on 28th February 2024. During this program, a total of 400 students from five different schools had the opportunity to visit the science exhibition organized in the labs as part of the celebration.
4. The Chairperson, Dr. Sr. Mercy, congratulated Dr. R. Madhavi, the Head of the Department of English, on her superannuation. The IQAC/Council members also felicitated her for 37 years of fruitful service to the institution.
5. The Principal, Dr. Sr. Mercy, informed the IQAC/Council members about the successful submission of AISHE data to the AISHE portal on 6<sup>th</sup> February 2024.



6. The IQAC Coordinator, Dr. C.A. Jyothirmayee, has updated the Principal and IQAC members on the status of AQAR 2022-23.
7. The Chairperson, Dr. Sr. Mercy, discussed with the IQAC/Council members the readiness for NAAC Accreditation for the V Cycle. After the discussion, the Chairperson assigned the criteria to the following faculty members:  
Criterion: 1: Dr. C.A.Jyothirmayee & Dr.N.Gayatri Devi  
Criterion:2: Dr.Indira & Dr.Madhavi Rani  
Criterion:3: Dr.V.Nagalakshmi & Dr.K.Sreelatha  
Criterion:4: Dr. Nirmala Jyotsna & Dr.BBRG Vijayalakshmi  
Criterion:5: Dr. M.Rama & Dr.A.Padmavathi  
Criterion:6: Dr.RatnaMary & Dr.Jyothi Kumari  
Criterion:7: Dr.M.Padmaja & Ms.Vyshnavi
8. The Chairperson, Dr. Sr. Mercy, requested the Vice Principal, Sr. Maria Christia, to ensure that all faculty members prepare LMS lessons for the II and III semesters and upload them to the LMS.
9. The Chairperson, Dr. Sr. Mercy, has scheduled Stock Verification and Department meetings. She has also requested IQAC/Council members to be ready with their log books, annual academic plan, programs/activities planned for the academic year 2024-25, and updated stock registers for verification.
10. The Chairperson, Dr. Sr. Mercy, has requested the IQAC/Council members to conduct the exit survey for the outgoing batch of 2023-24. She has also assigned the faculty to collect feedback from various stakeholders and submit the data as early as possible.


The Principal, Dr. Sr. Mercy, concluded the meeting with a prayer.

**The following members attended:**

1. Dr.Sr.Mercy - Chair Person
2. Sr.L.Maria Christia – Vice Principal
3. Sr.Suseela – Controller of Examinations
4. Dr.C.A.Jyothirmayee - Coordinator
5. Dr.N.Gayatri Devi - Secretary
6. Dr.M.Padmaja – Joint Secretary
7. Dr.A.Nirmala Jyotsna – HOD Of Physics
8. Major Dr.PM Celine Rose –HOD of Phy.Edu
9. Dr.P.Ratna Mary – HOD of Arts
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15. Dr.KSVKS Madhavi Rani - Senior Faculty
16. Dr.BBRG Vijayalakshmi - HOD Of Botany
17. Dr.A.Padmavathi - HOD Of Microbiology
18. Mrs.G.Durga Vyshnavi- Senior Faculty
19. Mr.Md.Sheriff – Technical Staff

  
COORDINATOR  
CH.S.D.ST.THERESA'S COLLEGE FOR WOMEN (A),  
ELURU - 534003, ELURU DIST., AP.

**Signature of the Coordinator**

  
N. Gayatri Devi

**Signature of the Secretary**

  
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**Signature of the Chair Person**

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## Internal Quality Assurance Cell (IQAC)

### Minutes of the Meeting held on 27-04-2024

#### **Agenda:**

1. Prayer
2. Post Programs review
3. AQAR
4. IIQA
5. ABC
6. MOU Activity
7. Academic Plan for the year 2024-2025

#### **Minutes:**

1. The prayer was led by the Principal Dr.Sr.Principal
2. The IQAC/Council members congratulated Dr. Sr. Mercy and Dr. A. Nirmala Jyotsna for being honored with the Women Achiever Award by the Department of Youth Services and SETWEL, Eluru, Government of Andhra Pradesh.
3. Dr. Sr. Mercy informed about a mini Job Mela organized in collaboration with APSSDC, Eluru District, on 14<sup>th</sup> March 2024. The starting salary package for intermediate, degree, and postgraduate students ranges from 15,000 to 20,000 rupees. She also congratulated the Placement Cell for their active participation.
4. The IQAC Coordinator, Dr. C.A. Jyothirmayee, informed the IQAC/Council members about the successful submission of AQAR data for 2022-23 on 19<sup>th</sup> April 2024.
5. The Chairperson, Dr. Sr. Mercy, informed the IQAC/Council members that the IIQA will be uploaded to the NAAC website in the first week of May.
6. The Principal, Dr. Sr. Mercy, requested the Council members and ward tutors to ensure that all students enroll in the Academic Bank of Credits.
7. The Chairperson, Dr. Sr. Mercy, informed the IQAC/Council members about an MOU activity. The Department of Social Sciences at Maris Stella College in Vijayawada and Ch.S.D. St. Theresa's College for Women in Eluru will organize

a three-day International Conference on "India's Influence on Global Diplomacy: An Appraisal of Its Role in International Relations Since 1947" from 26<sup>th</sup> to 28<sup>th</sup> March 2024.

8. The Chairperson, Dr. Sr. Mercy, shared her observations and suggestions from her visits to various departments. She also requested each department to fulfil the programs planned for the academic year 2024-25. The preparation of the academic calendar for the academic year 2024 was discussed and assigned to IQAC. Additionally, the exit survey feedback analysis will be presented to the Governing Body.


The Principal, Dr. Sr. Mercy, concluded the meeting with a prayer.

**The following members attended:**

1. Dr.Sr.Mercy - Chair Person
2. Sr.L.Maria Christia – Vice Principal
3. Sr.Suseela – Controller of Examinations
4. Dr.C.A.Jyothirmayee - Coordinator
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**Signature of the Coordinator**

  
N. Gayatri Devi

**Signature of the Secretary**

  
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