



SARDAR PATEL COLLEGE

14, Padmarao Nagar, Secunderabad - 500 025.

Re-Accredited 'B' Grade by NAAC

(Affiliated to Osmania University, Hyderabad, T.S.)

(Sponsored and Managed Jointly by the Osmania Graduates' Association and Exhibition Society)

(Degree & P.G. College)

IQAC Minutes of the meeting 2023-24

Meeting conducted -17

S.No	Date	Minutes of the Meeting	Compliance
1	5 th June 2023	Preparation of the academic calendar.	Academic calendar prepared and circulated to various departments.
2	9 th June 2023	Discussion on field visits, projects, industrial tours for the college website. Discussion on research publications.	Departmental meeting conducted to discuss research publications. Hyperlinking created for documents, and website updated.
3	15 th June 2023	Formation of a new team and allotment of work. Discussion on value-added and add-on programs to be conducted during the academic year.	Criteria in-charges were assigned. In-charges began collecting information for their respective criteria.
4	3 rd July 2023	Planning of campus placements and extension activities. Organizing student seminars.	Extension activities conducted. Student seminars were organized.
5	10 th July 2023	Interaction with criteria in-charges and departmental HODs for data collection.	Data collection initiated with respect to each criterion.
6	2 nd August 2023	Preparation of the academic calendar for 2023-24 (PG courses).	Academic calendar prepared for PG courses.
7	9 th Sept. 2023	Review of the status of work for each criterion.	Status of work reviewed.
8	12 th Oct. 2023	Organizing Parent-Teacher Meeting (PTM), feedback collection, and result analysis.	PTM scheduled, feedback collected, and result analysis from each department compiled.
9	10 th Nov. 2023	Discussion on student involvement in clubs and cells. Planning of the alumni meet.	Actions discussed regarding student engagement and alumni meet.
10	18 th Dec. 2023	Planning for faculty presentations.	Planned to conduct faculty presentations, finalized the dates and place.
11	9 th Jan. 2024	Conducting faculty presentations.	Faculty from the Life Sciences and Chemistry departments gave presentations.
12	10 th Jan. 2024	Conducting faculty presentations.	Faculty from the B.Com department gave presentations.
13	11th January 2024	Conducting faculty presentations.	Faculty from the BBA and MBA departments gave presentations.



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14	17th January 2024	Conducting faculty presentations.	Faculty from the Physical Sciences and Computer Science departments gave presentations.
15	29th April 2024	Uploading all criteria-related work on the NAAC portal.	Preparations underway for NAAC portal uploads.
16	7th May 2024	Submission of Annual Quality Assurance Report (AQAR).	Information regarding AQAR submission was discussed.
17	27th May 2024	Discussion on areas with scope for improvement.	Areas requiring improvement discussed and noted.


IQAC

Coordinator


Principal
PRINCIPAL
Sardar Patel College
Padmarao Nagar, Secunderabad