



**NIZAM COLLEGE**  
Autonomous  
Re-accredited by NAAC with B++  
A Constituent College of Osmania University



A Report on Meetings conducted & ACTION TAKEN by the IQAC from July 2022- June 2023

Date	Agenda of the Meeting	Action Taken
21-7-2022	To discuss the SSR Preparation Development programme for faculty and Non –Teaching	Criteria Wise Presentation by the IQAC Coordinator  FDP on Active Listening and Communication Skills on 26-07-2022
28-7-2022	Discussion on the Academic, Co-curricular and Extracurricular events for the year	The new IQAC coordinator interacted with the criteria in-charges and members about the work done regarding SSR.  Activities for the current academic year were discussed and action plan was chalked out for SSR.
30-7-2022	Forming of new committees for SSR and AQAR.	New Members were drafted and assigned criteria-wise responsibility
11-10-2022	AQAR preparation and Improve SSR 2 <sup>nd</sup> Graduation Day  Development programme for non-teaching	IQAC Coordinator prepared the rough draft for AQAR and presented it. Faculty were chosen for works related to 2 <sup>nd</sup> Graduation Day planning.  Session on Importance of documentation for Non –Teaching on 1-11-2022.
20-10-2022	Discussion and Decision regarding all quality Audits	All audits such as AAA, Green Audit, Gender and Energy Audit were successfully completed.  ISO certification was also obtained.

3-11-2022	<p>Discussion on SSR preparedness</p> <p>Discussion regarding PBAS</p>	<p>Based on the suggestions received, there was improvisation of 7<sup>th</sup> Criteria.</p> <p>The IQAC successfully was instrumental in implementing Performance Based Appraisal system for all teachers.</p>
5-11-2022	<p>Review SSR and discussion to conduct FDP</p>	<p>In-charge for Criteria -3 improvised.</p> <p>It was also proposed to organize a FDP for faculty on Integrating Educational Apps and tools on 11-11-2022.</p>
17-11-2022	<p>Discussion and preparation for SSS</p> <p>Meeting regarding the formation of Committees for 2<sup>nd</sup> Graduation Day</p> <p>Opening Ceremony of the Girl's Hostel</p>	<p>The coordinator and the in-charges suggested that it was imperative to create awareness among the students through WhatsApp groups regarding SSS. Accordingly, many students were alerted to fill in the SSS.</p> <p>2<sup>nd</sup> Graduation Day on 30-11-2022 was conducted</p> <p>Inauguration of the Girl's Hostel on 30-11-2023.</p>
19-12-2022	<p>Meeting regarding SSR for Re-assessment</p> <p>Financial Audit</p>	<p>Decision to submit IIPA was taken and go for Re-assessment</p> <p>It was decided to adopt Tally and change from manual accounting to Computerized accounting. This was successfully implemented in hostel section. Also, IQAC began to prepare for Financial Audit as per the NAAC Format.</p>

5-1-2023	<p>Discussion of AQAR 21-22, 22-23</p> <p>FDP for faculty</p> <p>Workshop for Non –Teaching on Ms – office.</p>	<p>IQAC coordinator decided to gather data from the heads regarding data for AQAR 21-22 and 22-23</p> <p>Lecture on Interdisciplinary approaches on 24-01-2023.</p> <p>Workshop on Ms-Word ,Ms – Excel and Tally for Non –Teaching on 08-02-2023</p>
13-3-2023	<p>Meeting with HoDs</p> <p>Preparation of Academic Calendar</p> <p>Meeting regarding Annual Day Planning</p> <p>ACADEMIC COUNCIL Meeting</p> <p>Proposal for new programs Governing Body Meeting</p> <p>Work shop for Teaching and Non – Teaching</p>	<p>The principal informed of the decision to withdrawal from re-assessment and go for a fresh assessment 2018-2023 period.</p> <p>The IQAC coordinator, Academic Coordinator and Literary and Cultural Club in-charge were asked to come up with respective timelines and Academic Calendar</p> <p>Annual Day Events and Program was successfully planned and completed.</p> <p>Proposal for conducting two internals for all UG students from the academic year 2023-2024 was approved.</p> <p>New Program for the Academic Year 2023-2024 were approved: BBA in Retail Operations</p> <p>Professional Ethics and Conduct workshop on 15-06-2023</p>