

A.S.D. GOVERNMENT DEGREE COLLEGE FOR WOMEN (A), KAKINADA
INTERNAL QUALITY ASSURANCE CELL

Meeting No -1 (04-07-2025) - Action Taken Report (2025-2026)

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Agenda	Action Taken				
Conduct of BoS meetings for the academic year 2025-2026.	BoS meetings were initiated and conducted in the month of August 2025, following the new curriculum framework prescribed by APSCHE for the 2025-26 admitted batch and the applicable 2023 curriculum framework for the 2023-24 and 2024-25 admitted batches.				
Implementation of OBE.	Outcome-Based Education (OBE) was implemented through the formulation of Programme Outcomes (POs), Programme Specific Outcomes (PSOs), and Course Outcomes (COs). The POs, PSOs, COs, and CO-PO mappings were presented and approved in the respective departmental Board of Studies meetings. Outcome attainment calculations were also implemented.				
Submission of Appeal application to NAAC requesting Re-visit for 4th cycle of Re-Accreditation.	Following the 4th Cycle NAAC Peer Team visit held on 19/05/2025 and 20/05/2025 and declaration of B+ Grade with CGPA 2.72 on 29/05/2025, the institution opted for an appeal. Intent for appeal was submitted on 09/06/2025 and the appeal application was submitted on 11-07-2025.				
Certificate Courses to be offered during 2025-2026.	Departments successfully conducted the approved Certificate/Value Added Courses during the academic year 2025-2026 with the objective of enhancing students' knowledge, practical skills, and employability. The details of the Certificate/Value Added Courses conducted are presented below:				
	S. No.	Department	Title of Value Added /Certificate Course	Dates	Duration of the Course
	1.	English	Mastering English Conversation	04-03-2026 to 21-04-2026	45 Hours
	2.	Sanskrit	Personality Development through Niti Satakamu (Bhartruhari Subhashita Trisati)	09-03-2026 to 10-07-2026	45 Hours
	3.	Botany	Propagation and cultivation skills of Bonsai	22-10-2025 to 17-12-2025	45 Hours
	4.	Physics	Quantum computing essentials	12-11-2025 to 20-01-2026	45 Hours
	5.	Computer Science	Fundamentals of Web design with HTML & CSS	22-10-2025 to 17-12-2025	45 Hours
	6.	Zoology	Ecology, Biodiversity & Conservation of Mangrove Ecosystem	04-03-2026 to 17-06-2026	45 Hours
	7.	Commerce	AWS and Cloud computing	19-08-2025 to 30-10-2025	45 hours
	8.	Chemistry	Basic Laboratory Techniques	13-10-2025 to 10-12-2025	45 Hours
	9.	JKC	Digital Literacy, Proficiency in English, Life Skills, Retail and Customer service skills	24-10-2025 to 20-12-2025	30 Days
	10.	Physical Education	Yoga and Meditation	21-05-2025 to 01-07-2025	45 Hours
	Total no. of Certificate Courses: 10				

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Engagement of Guest faculty recruitment for the academic year 2025-2026.	The process for engaging Guest Faculty for the academic year 2025-2026 was taken up through paper notification on 03-07-2025 after receiving the departmental requirements in the month of June. 2025 and interviews were conducted on 04-07-2025. In the process, 17 Guest faculty were engaged for the academic year 2025-26.																																
Continue the institutional best practices during 2025-2026.	The institutional best practices were continued during the academic year, 2025–2026. As part of the best practice “Cheyutha,” the faculty of the Department of Botany, along with 40 students, visited Janavali Old Age Home, Kakinada, on 28-02-2026 and interacted with the residents. In addition, the student assembly was conducted regularly, during which one Telugu poem was recited each day by the students along with an explanation of its meaning, with the aim of promoting literary appreciation and value-based learning.																																
Organizing national/international seminars, webinars, and workshops for the academic year 2025-2026.	Departments took necessary action to organize national/international seminars, webinars, and workshops during the academic year 2025–2026. Accordingly, various academic programmes were successfully conducted by the departments, as detailed below: <table><tr><th>S.No.</th><th>Name of the Department</th><th>Title of the Workshop/ Seminar/ Webinar</th><th>Dates (From Date – To Date)</th></tr><tr><td>1.</td><td>English</td><td>National Webinar on "Speak Smart Act Sharp: Mastering Communication and Soft skills for success</td><td>29-07-2025</td></tr><tr><td>2.</td><td>Chemistry</td><td>Unlocking Molecular Secrets: UV – VIS Spectrophotometer and Chromatographic Tools</td><td>31-07-2025</td></tr><tr><td>3.</td><td>Home science</td><td>National Seminar on “Empowering youth for Mental Wellness: Awareness, Resilience and Action”</td><td>10-09-2025</td></tr><tr><td>4.</td><td>Home science & Women Empowerment Cell</td><td>Training Programme on “Growth Quotient Assessment”</td><td>11-09-2025</td></tr><tr><td>5.</td><td>Home science</td><td>Workshop on “Bangle making”</td><td>24-11-2025 to 27-11-2025</td></tr><tr><td>6.</td><td>Physics and Computer Science</td><td>National Workshop on "Decoding Quantum computer: From Superposition to Supremacy"</td><td>27-01-2026 to 28-01-2026</td></tr><tr><td>7.</td><td>Commerce</td><td>Workshop on “Entrepreneurship Awareness program sponsored by MSME New Delhi”</td><td>10-02-2026</td></tr></table>	S.No.	Name of the Department	Title of the Workshop/ Seminar/ Webinar	Dates (From Date – To Date)	1.	English	National Webinar on "Speak Smart Act Sharp: Mastering Communication and Soft skills for success	29-07-2025	2.	Chemistry	Unlocking Molecular Secrets: UV – VIS Spectrophotometer and Chromatographic Tools	31-07-2025	3.	Home science	National Seminar on “Empowering youth for Mental Wellness: Awareness, Resilience and Action”	10-09-2025	4.	Home science & Women Empowerment Cell	Training Programme on “Growth Quotient Assessment”	11-09-2025	5.	Home science	Workshop on “Bangle making”	24-11-2025 to 27-11-2025	6.	Physics and Computer Science	National Workshop on "Decoding Quantum computer: From Superposition to Supremacy"	27-01-2026 to 28-01-2026	7.	Commerce	Workshop on “Entrepreneurship Awareness program sponsored by MSME New Delhi”	10-02-2026
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Collect feedback on curriculum for II, IV Semesters of the Academic Year 2024-25.	Curriculum feedback for II and IV Semesters of the Academic Year 2024-25 was collected from all the stake holders and taken up for analysis. The feedback was utilized in subsequent BoS meetings for curriculum design and development.																																


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Meeting No -2 (08-10-2025)- Action Taken Report (2025-2026)

Agenda	Action Taken
NAAC Re-visit for 4th cycle of Re-Accreditation.	The appeal for the NAAC Re-visit was submitted on 11/07/2025. Subsequently, the Appeals Committee meeting was conducted online on 08/08/2025, during which eight metrics were considered for reassessment. The NAAC Re-visit was completed on 15/10/2025, resulting in the enhancement of the institution's accreditation grade from B+ to B++ with a CGPA of 2.79.
Sanction of 2 new programmes i.e., B.Sc. Aquaculture and B.A. Special Telugu in addition to the existing 14 programmes.	The two newly sanctioned programmes - B.Sc. Aquaculture (English Medium - Restructured) and B.A. Special Telugu (English Medium - Conventional), with an intake of 40 students each - were taken up for implementation from the academic year 2025-2026 in addition to the existing 14 undergraduate programmes.
Conduct of Academic Council meeting in the 1st week of November 2025.	Academic Council Meeting was conducted on 04 November 2025 in blended mode. The Council discussed and approved the academic matters, including the curriculum, syllabi, and other academic initiatives placed before it. The meeting also reviewed measures for strengthening the quality of teaching, learning, and evaluation processes.
Submission of proposal for Autonomy extension to UGC.	The process for the preparation and submission of the proposal for extension of autonomous status to UGC was initiated, and the proposal was successfully submitted on 28 February 2026, three months prior to the expiry of the second cycle of autonomous status in May 2026.
Conduct Student Union elections for the academic year 2025-2026.	Student Union elections for the academic year 2025-2026 were successfully conducted on 17/10/2025. The following students were elected to various positions: * President 1: V.D. Manasa – III B.Com (Gen) * President 2: N Mounika III B.A. (Economics) * Vice Presidents: Y. Santhi – II B.A. (History) G. Mani – II B.Sc. (Maths) * Secretary: Sk. Kadharunnisa– I B.Com.(C.A) * Joint Secretary: T. Anupama– I B.Sc. (Comp, Science) * Sports Secretary: D. Pavani – II B.A. (History) * Sports Joint Secretary: G. Naga Durga – I B.A (P.S.) * Cultural Secretary: K. Mounika – II B.Com. (General) * Cultural Joint Secretary: S. Prasanthi – I B.A. (P.S.) * Discipline Secretary: N. Vasantha – II B.Com. (Gen) * Discipline Joint Secretary: K. Sony – II B.Com. (Gen)
Status of new seminar hall constructed with MPLADS.	The construction of the new Seminar Hall funded under MPLADS was completed in November 2025. The Seminar Hall has been brought into use and is being utilized for various academic activities, seminars, meetings, and other institutional programmes.


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Meeting No. – 3 (20-12-2025) – Action Taken Report (2025–2026)

Agenda	Action Taken																																																																				
NAAC accreditation status and institutional quality initiatives.	Following the NAAC revisit held on 15/10/2025, the institution's Cycle IV accreditation grade was enhanced from B+ to B++ with a CGPA of 2.79. IQAC reviewed the outcome and continued to focus on institutional quality-enhancement initiatives.																																																																				
Admissions for the Academic Year 2025–2026.	The admission status for the Academic Year 2025–2026 across all programmes was reviewed. Programme-wise Admission Details for the Academic Year 2025–26 <table><tr><th>S.No.</th><th>Programme Name</th><th>Sanctioned Intake</th><th>Students Admitted</th></tr><tr><td>1.</td><td>B.A.(History)</td><td>40</td><td>21</td></tr><tr><td>2.</td><td>B.A.(Economics)</td><td>40</td><td>31</td></tr><tr><td>3.</td><td>B.A.(Political Science)</td><td>40</td><td>14</td></tr><tr><td>4.</td><td>B.A.(Special Telugu)</td><td>40</td><td>11</td></tr><tr><td>5.</td><td>B.Com.(Gen)</td><td>40</td><td>45</td></tr><tr><td>6.</td><td>B.Com.(CA)</td><td>80</td><td>84</td></tr><tr><td>7.</td><td>B.Com.(BFSI)</td><td>40</td><td>06</td></tr><tr><td>8.</td><td>B.Sc.(Mathematics)</td><td>40</td><td>26</td></tr><tr><td>9.</td><td>B.Sc.(Physics)</td><td>40</td><td>16</td></tr><tr><td>10.</td><td>B.Sc.(Chemistry)</td><td>40</td><td>39</td></tr><tr><td>11.</td><td>B.Sc.(Computer Science)</td><td>40</td><td>40</td></tr><tr><td>12.</td><td>B.Sc.(Botany)</td><td>40</td><td>25</td></tr><tr><td>13.</td><td>B.Sc.(Zoology)</td><td>40</td><td>21</td></tr><tr><td>14.</td><td>B.Sc.(Aquaculture)</td><td>40</td><td>07</td></tr><tr><td>15.</td><td>B.Sc.(Microbiology)</td><td>40</td><td>29</td></tr><tr><td>16.</td><td>B.Sc.(Home Science)</td><td>40</td><td>13</td></tr></table> Measures to strengthen student enrolment and improve awareness of the programmes offered by the institution were discussed for implementation.	S.No.	Programme Name	Sanctioned Intake	Students Admitted	1.	B.A.(History)	40	21	2.	B.A.(Economics)	40	31	3.	B.A.(Political Science)	40	14	4.	B.A.(Special Telugu)	40	11	5.	B.Com.(Gen)	40	45	6.	B.Com.(CA)	80	84	7.	B.Com.(BFSI)	40	06	8.	B.Sc.(Mathematics)	40	26	9.	B.Sc.(Physics)	40	16	10.	B.Sc.(Chemistry)	40	39	11.	B.Sc.(Computer Science)	40	40	12.	B.Sc.(Botany)	40	25	13.	B.Sc.(Zoology)	40	21	14.	B.Sc.(Aquaculture)	40	07	15.	B.Sc.(Microbiology)	40	29	16.	B.Sc.(Home Science)	40	13
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Introduction and implementation of the new programmes B.A. (Special Telugu) and B.Sc. (Aquaculture) during the academic year 2025–2026.	The newly introduced B.A. (Special Telugu) and B.Sc. (Aquaculture) programmes were implemented during the academic year 2025–2026. Necessary academic and infrastructural support was extended for the effective continuation of the programmes.																																																																				
Status of New Seminar Hall construction.	The progress of the new Seminar Hall construction was reviewed and about 90% of the work was noted as completed. Follow-up action was initiated for completion of the remaining works and for bringing the Seminar Hall into use for academic and institutional activities.																																																																				

Agenda	Action Taken
Conduct of VII GB Meeting.	Preparatory action for conducting the VII Governing Body Meeting was initiated in December, 2025. Relevant academic, administrative, financial, and developmental matters were identified for placement before the Governing Body for consideration and approval. The VII GB meeting was conducted on 11-02-2026.
Feedback collected from students on curriculum for the Semesters I, III and V for the Academic Year 2025-26.	Feedback on the curriculum of Semesters I, III, and V for the Academic Year 2025-26 was collected from the students. The feedback was analyzed and consolidated department-wise. The suggestions received from the students were communicated to the respective departments and were instructed to be considered as inputs in the subsequent Board of Studies meetings for curriculum review and improvement.
Academic Council meeting and Finance Committee resolutions.	The resolutions of the Academic Council meeting held on 06/11/2025 in blended mode and the Finance Committee resolutions were reviewed. Necessary follow-up was initiated for implementation of the approved academic and financial resolutions in accordance with institutional and statutory guidelines.


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Meeting No -4 (27-02-2026)- Action Taken Report (2025-2026)

Agenda	Action Taken
Conduct of College Annual Day Celebrations.	The College Annual Day Celebrations were successfully conducted as planned on 07-04-2026. Various committees were constituted for the smooth organization of the programme. Cultural activities were organized, prizes and certificates were distributed to students for their academic, sports, and extracurricular achievements, and the achievements of the students were duly recognized. Endowment prizes and financial assistance from the Student Aid Fund were also distributed to eligible students.
Semester Internships for Final Year students.	The Long-Term Semester Internships of Final-Year students for the academic year 2025-2026 were successfully completed. A total of 281 students from 11 departments, guided by 39 faculty mentors, completed 15-week internships from 05/12/2025 to 28/02/2026 in online and offline modes with four industries/organizations. The students were monitored through periodic progress reports, internship logbooks and presentations. The internship evaluation and viva-voce were conducted on 08/03/2026 and 09/03/2026.
Celebration of International Women's Day 2026.	International Women's Day was celebrated on 08/03/2026. The Women Empowerment Cell and concerned committees were entrusted with organizing suitable awareness and student-oriented activities.
JKC activities, placement initiatives, MoUs and certificate/skill-development programmes.	JKC continued certificate courses in Computer Skills and Typing Skills and conducted placement activities. A campus drive was organized in collaboration with Dharithri Advisory Pvt. Ltd., in which four students were selected. The MoU with the Board of Apprenticeship Training (BOAT) under the National Apprenticeship Training Scheme was taken forward to strengthen apprenticeship and employability opportunities.
Institutional meetings and quality initiatives.	The institution continued its academic and quality initiatives. The Governing Body meeting was conducted on 11/02/2026. Programmes such as the National Workshop on Quantum Computing, ONOS/INFLIBNET awareness, Entrepreneurship Awareness Programme, career-readiness programme and software-industry career guidance were conducted to strengthen academic quality, skills and employability.
Academic, co-curricular, extracurricular and extension activities for the ensuing period.	Departments and institutional committees were instructed to continue organizing academic, cocurricular, extracurricular, extension, skill-development, career-guidance and community-oriented programmes during the ensuing period in accordance with the Institutional Academic Calendar and quality initiatives of the college.

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Meeting No -5 (18-04-2026) - Action Taken Report (2025-2026)

Agenda	Action Taken
Feedback collection on curriculum for II & IV Semesters of the Academic Year 2025-26.	Feedback on the curriculum for II and IV Semesters for the academic year 2025-26 was collected from the stakeholders, analyzed and consolidated. The feedback and suggestions were placed for consideration and proposed to be utilized as inputs in the subsequent Board of Studies meetings for curriculum design and development.
Internal Audit of the Departments.	Internal Academic Audit of the departments was conducted in the month of April 2026 to review and monitor the curricular, cocurricular, extracurricular and extension activities of the departments. The departmental records and supporting documents were verified as part of the quality assurance process.
Short-term internship and Community Service Project for Second year and first year students.	Semester-IV students were sent for Short-Term Internships from 10-04-2026 to 30-05-2026 and Semester-II students for Community Service Projects from 25-04-2026 to 31-05-2026. The respective departments were instructed to guide and monitor the students to ensure the successful completion of the activities as per the prescribed schedule. Short-term internship evaluations were completed by 16-06-2026 and CSPs evaluations were completed by 18-06-2026.
MOOCS courses completed through SWAYAM.	MOOCs/NPTEL courses were successfully completed by students and faculty through the SWAYAM platform. 38 student and faculty certifications across diverse courses were recorded, including Elite, Elite+Silver and Elite+Gold certifications. Faculty and students were encouraged to continue participating in SWAYAM/NPTEL and other online certification courses to enhance knowledge and skills.


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