

**Minutes of the IQAC meeting with QMC Coordinators and members held on 25<sup>th</sup> November 2022 at 11.30 am in IQAC Office:**

**The committee Members attended the meeting are as follows**

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|------------------------|----------------------------------|
| 1. Dr.G.Anjaiah        | - Coordinator                    |
| 2. Dr. C.S. Swathi     | - Member                         |
| 3. Prof. G. Jayasree   | - Coordinator                    |
| 4. Dr. N.V. Prasad     | - Member                         |
| 5. Prof. V. Bhikshma   | - Coordinator                    |
| 6. Dr. J. Lalitha      | - Coordinator                    |
| 7. Prof. J. Hayavadana | - Member                         |
| 8. Prof. B. Sireesha   | - Director,IQAC                  |
| 9. Dr. J. Upender      | -Nodal Officer, Statistical Cell |

1. Staff login and updating the information of each of the faculty in UMS portal was discussed thoroughly. The Coordinators have expressed that the UMS portal should be more friendly.

It was suggested that the format of QMS printout (Demo sheet) should be circulated and guidance should be given at college level in the form of workshop.

2. It was suggested that a proper format should be send to the departments for data acquisition, where there should not be any repetition of the questions in the Application. The final format of the application form should be discussed with all QMC coordinators and members before circulation.
3. It was suggested to take the students exam results data directly from examination branch and Student Admission details from PG. Admissions and to write to Higher Education regarding the data of other PG'cets well ahead.
4. It was suggested that a common format should be circulate for the information required from the departments for various purposes.
5. It was suggested to obtain information from contract teachers also, as some of them have been representing few departments.
6. It was suggested that annual performance of each faculty member should be collected in every academic year, which should be linked to CAS. Head of the Departments should be made responsible for the data acquisition of the respective departments.

7. It was suggested that the NAAC and academic activities should go on parallelly.
8. It was suggested to send the letter to Principals of all colleges, Heads of the departments and Research centres for updating their websites and the same should be completed by contacting the Director Infrastructure, Osmania University.
9. It was suggested to conduct awareness programmes regarding Google scholar and Scopus and h-indexing.



Prof.B.Sireesha  
DIRECTOR  
IQAC,OU.



Dr.J.Upender  
Nodal Officer  
Statistical cell,OU

Copy to:-

1. The Secretary to Vice-Chancellor, OU.
2. The PA to Registrar, OU.