IQAC Minutes of Meeting



PROCEEDINGS OF IQAC 2022-2023



TAPASYA DEGREE COLLEGE,

Internal Quality Assurance Cell (IQAC) is formed at Tapasya Degree College, Lakdi Ka Pool, Hyderabad, with following members representing different stakeholder groups. This is as per the guidelines of National Assessment and Accreditation Council(NAAC).

Members of IQAC(2022-23)

Sno	Name	Designation	Representing group
1	Mr K. Prashanth Kumar	Principal Tapasya Degree College	Chairman
2	Mr. K. Srinivas Rao,	Director Tapasya Educational Institutions	Board of Management
3	Mr. M. Sateesh	Deputy General Manager- Degree Affairs	Senior Administration
4	Mr. Keshava Narayana	Head- Operations	Office Administration
5	Ms. V.K. Durga Reddy	Faculty of Computers	Faculty & IQAC Coordinator
6	Ms.Preeti Prada Dash	Faculty of Commerce	Faculty
7	Mr. N. Ramakrishna	Faculty of Management	Faculty
8	Mr Dayakar Burra	Faculty of Commerce	Faculty
9	Mr Srikanth Bakkad	Chief Financial Officer Pennar Industries Pvt Lid	Industry
10	Ms. Shiva Ranjani	Regional Manager, Magic Bus	Employer
11	Ms. Sreelekha	Home Maker	Parent
12	Mr.Zafar Khan	Local Corporator/ NGO President	Local Society
13	Mr.Mohammed Danish Ahmed Khan	B.Com Taxation	Alumni
14	Ms.A.Sadhvi	B.Com Final Year	Student



Objectives of IQAC:

- > To enhance the quality of academic and administrative activities of the institution through continuous assessment and improvement processes.
- > To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.
- > To facilitate the creation of a learner-centric environment conducive for quality education and faculty development to foster innovative pedagogical practices.

Strategies:

- > Implementing a robust quality assurance framework, IQAC ensures regular monitoring and evaluation of academic and administrative processes within the college.
- Promoting student-centric approaches through feedback mechanisms and grievance redressal systems, ensuring their active participation in shaping the educational environment.
- Encouraging interdisciplinary collaborations and industry linkages to align academic programs with current trends and industry requirements, enhancing the employability of graduates.
- > Implementing mechanisms for continuous quality improvement through regular assessment, analysis, and feedback loops across all facets of institutional operations.
- Facilitating capacity building workshops and training sessions for faculty and staff to enhance their pedagogical skills, research capabilities, and administrative efficiency.
- Establishing benchmarks and performance indicators to measure progress and identify areas for improvement, fostering a culture of data-driven decision-making.
- Promoting research and innovation by providing resources and support for faculty members and students to undertake interdisciplinary projects and scholarly activities.

Functions:

- > Develop and implement policies and practices for maintaining academic quality standards across departments and programs.
- Coordinate internal and external quality assessment processes, including regular audits, peer reviews, and accreditation evaluations.
- Facilitate faculty development initiatives to enhance teaching effectiveness, research productivity, and professional growth.
- Monitor and evaluate the effectiveness of administrative processes and support services to ensure efficiency and student satisfaction.



➤ Collect and analyse data on student performance, faculty workload, infrastructure utilization, and other relevant metrics to inform decision-making and quality enhancement strategies.

➤ Foster a culture of continuous improvement by promoting innovation, best practices, and collaborative efforts among stakeholders to address emerging challenges and opportunities.



Estd: 2014

TAPASYA

TAPASYA DEGREE COLLEGE

(Affiliated to Osmania University)

ISO 9001: 2015 Certified Institution

11-5-449, Opp. Shah Function Hall, Red Hills, Lakdikapul, Hyderabad, Telangana 500004

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Ref.No: TDC/IQAC/2022-23/14

CIRCULAR

Date:26-7-2022

College Code: 19

AISHE: C-502

This is to inform all the IQAC members that there will be a meeting scheduled on 29-7-2022. All the IQAC members are requested to attend the meeting. Details of the meeting are as follows:

Venue: Seminar Hall

Date: 29-7-2022

Time: 10:00 AM

Agenda of this meeting is:

- 1. Preparation of Academic documents like lesson plans, time-tables for semester
- 2. Discussion on status of Mentor Dairy
- 3. Discussion on NAAC Related work with IQAC co-ordinators.
- 4. Improvement in academic and administrative process.

Principal

Copy to:

- 1. All the Faculty Members
- 2. Administrative Officer.
- 3. All the IQAC Members.
- 4. Concern File
- 5. Notice Board



Minutes of Meeting of IQAC held on 29-7-2022

Time: 10:00 AM 12:30 PM

Venue: Seminar Hall

The following members attended the meeting of internal Quality Assurance Cell

Sno	Name	Designation	Signatures
1	Mr. K. Prashanth Kumar	Chairman	halis
2	Mr. K. Srinivas Rao,	Board of Management	V. Seinder
3	Mr. M. Sateesh	Senior Administration	M. saturh
4	Mr. Keshava Narayana	Office Administration	Jakany mange
5	Ms. V.K. Durga Reddy	Faculty & IQAC Coordinator	Ours Peddy
6	Ms. Preeti Prada Dash	Faculty	Preti 1
7	Mr. N. Ramakrishna	Faculty	Miland
8	Mr. Dayakar Burra	Faculty	2 Jana Parlo
9	Mr. Srikanth Bakkad	Industry	Leilant Lak
10	Ms. Shiva Ranjani	Employer	Shirla Panjani
11	Ms. Sreelekha	Parent	Produkla
12	Mr. Zafar Khan	Local Society	Lagar M.
13	Mr. Mohammed Danish Ahmed Khan	Alumni	Injury la
14	Ms. A. Sadhvi	Student	-Park

College Code No:1906 &

The resolutions made in the meeting are presented below.

1. Planning the requirements for the even semester of 2022-23 and preparation of academic documents like Lesson Plans and Time -tables.

The principal discussed the even semester planning. Instructed all the HODs to allocate subjects to the faulty, lesson plan and time table preparation in advance. Safety precautions to follow during physical classes.

2. Discussion on Mentor Dairy.

Principal and IQAC Co Ordinator discussed on mentor diary status and suggested to collect the details of respective students to fill the mentor dairy.

3. Discussion on NAAC related work with IQAC Co-Ordinator's

Discussed with NAAC coordinators regarding the preparation of finalized formats for supporting documents.

4. Improvement in academic and administrative process

The principal stressed upon maintaining quality in all the academic and administrative process.

Action Taken Report:

S.NO	Topic Discussed	Date of Discussion	Action Taken	Date of
				Closure
1.	Plan for the even	29-7-2022	Collected	8-8-2022
	Semester of 2022-23		information	
	documents preparation		from Various	
	such as Lesson Plans and		Departments	
	Time Tables		and Prepared	
			Lesson Plans	1
			and Time Table.	
2.	Discussion on Mentor	29-7-2022	Verified the	16-8-2022
	Dairy Status		Status of Mentor	
			Dairy	
3.	Discussion on NAAC	29-7-2022	Conducted	17-8-2022
	related work with IQAC		meeting with all	
	members		IQAC members.	
4.	Improvement in	29-7-2022	Reviewed	19-8-2022
	Academic and			
	Administrative Processes			



College Code: 19 AISHE: C-502

Estd: 2014



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Ref.No: TDC/IQAC/2022-23/28

CIRCULAR

Date:19-9-2022

This is to inform all the IQAC members that there will be a meeting scheduled on 21-9-2022. All the IQAC members are requested to attend the meeting. Details of the meeting are as follows:

Venue: Seminar Hall

Date: 21-9-2022

Time: 10:00 AM

Agenda of this meeting is:

- 1. Status of syllabus completion.
- 2. Discussion on NAAC work.
- 3. Club Activities

Copy to:

- 1. All the Faculty Members
- 2. Administrative Officer.
- 3. All the IQAC Members.
- 4. Concern File
- 5. Notice Board



Principal

Minutes of Meeting of IQAC held on 21-9-2022

Time: 10:00 AM 1:00 PM

Venue: Seminar Hall

The following members attended the meeting of internal Quality Assurance Cell

Sno	Name	Designation	Signatures
1	Mr. K. Prashanth Kumar	Chairman	Ref
2	Mr. K. Srinivas Rao,	Board of Management	Smarkal
3	Mr. M. Sateesh	Senior Administration	Saloceh
4	Mr. Keshava Narayana	Office Administration	Boreaneyee
5	Ms. V.K. Durga Reddy	Faculty & IQAC Coordinator	Dung Roller
6	Ms. Preeti Prada Dash	Faculty	Rielo
7	Mr. N. Ramakrishna	Faculty	Melushe
8	Mr. Dayakar Burra	Faculty	Olul
9	Mr. Srikanth Bakkad	Industry	Sileuti
10	Ms. Shiva Ranjani	Employer	Shrate
11	Ms. Sreelekha	Parent	Parelables
12	Mr. Zafar Khan	Local Society	Zalan
13	Mr. Mohammed Danish Ahmed Khan	Alumni	Sinch
14	Ms. A. Sadhvi	Student	- Lalui

College Code M No:1906 *

The resolutions made int the meeting are presented below.

1. Progress of Syllabus Completion

The status of syllabus completion should be monitored by the principal monitored and suggest to deliver of the right content to the students in virtual classes

2. Discussion on NAAC work

Discussion of the progress on NAAC worries and asking all the members to follow up on the progress of the works assigned to a different facility in – charge.

3. Discussion on Improving the Student Participation in Club Activities

The Panel focused on improving the student participation in Club Activities by creating awareness of the activity way ahead of the date and encourage them to take part actively.

Action Taken Report:

S.NO	Topic Discussed	Date of Discussion	Action Taken	Date of Closure
1.	Discussion about the completion of Syllabus on Time	21-9-2022	Principal and Faculty members organized a meeting and Syllabus status were taken and planned about completing syllabus on time.	26-9-2022
2.	Discussion on NAAC Work	21-9-2022	IQAC members and NAAC members discussed about collecting the data regularly and planned for compiling the data on time.	29-9-2022
3.	Discussion on Improving the Student Participation in Club Activities	21-9-2022	Club In-charges and Faculty members discussed and planned about improving the student participation.	3-10-2022

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Estd: 2014



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Ref.No: TDC/IQAC/2022-23/41

CIRCULAR

Date:23-1-2023

This is to inform all the IQAC members that there will be a meeting scheduled on 25-1-2023. All the IQAC members are requested to attend the meeting. Details of the meeting are as follows:

Venue: Seminar Hall

Date: 25-1-2023

Time: 10:00 AM

Agenda of this meeting is:

- 1. Preparation of Academic documents like lesson plans, time-tables for odd semester
- 2. Discussion on Placements.
- 3. Discussion on CRT Classes.

Copy to:

- 1. All the Faculty Members
- 2. Administrative Officer.
- 3. All the IQAC Members.
- 4. Concern File
- 5. Notice Board



PRINCIPAL
TAPASYA DEGREE COLLEGE
Red Hills, Lakdikapool, Hyderabad-04

Principal

Minutes of Meeting of IQAC held on 25-1-2023

Time: 10:00 AM 1:00 PM

Venue: Seminar Hall

The following members attended the meeting of internal Quality Assurance Cell

Sno	Name	Designation	Signatures
1	Mr. K. Prashanth Kumar	Chairman	Park
2	Mr. K. Srinivas Rao,	Board of Management	L'Servilas Pas
3	Mr. M. Sateesh	Senior Administration	M. Saturh
4	Mr. Keshava Narayana	Office Administration	Lesharla Narayan
5	Ms. V.K. Durga Reddy	Faculty & IQAC Coordinator	DungaRaddy
6	Ms. Preeti Prada Dash	Faculty	Preeti,
7	Mr. N. Ramakrishna	Faculty	N. Kennel rish
8	Mr. Dayakar Burra	Faculty	R. Daya Kar
9	Mr. Srikanth Bakkad	Industry	B. Seinsauth
10	Ms. Shiva Ranjani	Employer	Shirle Ranjani
11	Ms. Sreelekha	Parent	Chrock blig
12	Mr. Zafar Khan	Local Society	Zafar Chan
13	Mr. Mohammed Danish Ahmed Khan	Alumni	Day the flow
14	Ms. A. Sadhvi	Student	Maller

No:1906

The resolutions made int the meeting are presented below.

1. Preparation of Academic documents like lesson plans, time-tables for odd semester Discussed about Preparing Time Tables and Lesson Plans for the odd semester classes.

2. Discussion on Placements.

Training and Placement Officer, Placement In- charges and Faculty members discussed about the coming placement drives and planned about accommodating the plan in action.

3. Discussion on CRT Classes.

Training and Placement Officer and Faculty members discussed and planned about organizing CRT Classes to make students ready for facing the interviews.

Action Taken Report:

S.NO	Topic Discussed	Date of Discussion	Action Taken	Date of Closure
1.	Discussion about Preparation of Time tables and Lesson plans	25-1-2023	Principal and Faculty members organized a meeting and planned the Time table and Lesson Plans for the odd semester	30-01-2023
2.	Discussion on Placements	25-1-2023	TPO and Placement In charges alongside faculty planned about the coming placement drives.	31-01-2023
3.	Discussion on CRT Classes	25-1-2023	TPO and Faculty members discussed and Planned CRT Classes and it's communication to the other Stakeholders	7-02-2023



College Code: 19 AISHE:C-502



Estd: 2014

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pRef.No: TDC/IQAC/2022-23/51

CIRCULAR

Date:23-3-2023

This is to inform all the IQAC members that there will be a meeting scheduled on 25-3-2023. All the IQAC members are requested to attend the meeting. Details of the meeting are as follows:

Venue: Seminar Hall

Date: 25-3-2023

Time: 10:00 AM

Agenda of this meeting is:

- 1. Status of syllabus completion.
- 2. Discussion on NAAC work.
- 3. Discussion on Students participation in Placements and CRT Classes.

Principal

PRINCIPAL TAPASYA DEGREE COLLEGE

Red Hills, Lakdikapool, Hyderabad-04

Copy to:

- 1. All the Faculty Members
- 2. Administrative Officer.
- 3. All the IQAC Members.
- 4. Concern File
- 5. Notice Board



Minutes of Meeting of IQAC held on 25-3-2023

Time: 10:00 AM 1:00 PM

Venue: Seminar Hall

The following members attended the meeting of internal Quality Assurance Cell

Sno	Name	Designation	Signatures
1	Mr. K. Prashanth Kumar	Chairman	half
2	Mr. K. Srinivas Rao,	Board of Management	L. Januilas Ras
3	Mr. M. Sateesh	Senior Administration	Milatur
4	Mr. Keshava Narayana	Office Administration	Keshara Navay
5	Ms. V.K. Durga Reddy	Faculty & IQAC Coordinator	DurgaRaddy
6	Ms. Preeti Prada Dash	Faculty	freeti
7	Mr. N. Ramakrishna	Faculty	N. Kama Devish
8	Mr. Dayakar Burra	Faculty	B. Dayakar
9	Mr. Srikanth Bakkad	Industry	B. Sin Sant
10	Ms. Shiva Ranjani	Employer	Shulpanjani
11	Ms. Sreelekha	Parent	Cropleta
12	Mr. Zafar Khan	Local Society	Zafar & Chan
13	Mr. Mohammed Danish Ahmed Khan	Alumni	Darghmed Chan
14	Ms. A. Sadhvi	Student	La Alui,

The resolutions made int the meeting are presented below.

1.Status of syllabus completion.

Syllabus status was discussed and made plans about completing the syllabus on time.

2. Discussion on NAAC work.

NAAC Work status is collected and discussed about further data collections required.

3. Discussion on Students participation in Placements and CRT Classes.

Management and Faculty discussed about improving the number of students enrolled for CRT Classes thus by planning to increase placement number.

Action Taken Report:

S.NO	Topic Discussed	Date of Discussion	Action Taken	Date of Closure
1.	Discussion about syllabus completion.	25-3-2023	Principal and Faculty members organized a meeting discussed about the syllabus status and planned about completing it on time.	29-3-2023
2.	Discussion on NAAC Work	25-3-2023	IQAC and NAAC members discussed about the data collection for NAAC.	3-4-2023
3.	Discussion on Students participation in Placements and CRT Classes.	25-3-2023	TPO and Faculty members discussed and Planned about improving the number of Students enrolled in CRT, thus by increasing the Placement numbers.	17-4-2023

College Code Mo:1906 RAPOGAL MID.

PRINCIPAL

TAPASYA DEGREE COLLEGE

Red Hills, Lakdii-

Quality Assurance Initiatives



PROCEEDINGS OF IQAC 2021-2022



TAPASYA DEGREE COLLEGE,

LAKDI KA POOL, HYDERABAD

ORDER

Internal Quality Assurance Cell (IQAC) is formed at Tapasya Degree College, Lakdi Ka Pool, Hyderabad, with following members representing different stakeholder groups. This is as per the guidelines of National Assessment and Accreditation Council (NAAC).

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5	Mr. N. Ramakrishna	Faculty of Management	Faculty & IQAC Coordinator
6	Ms. V.K. Durga Reddy	Faculty of Computers	Faculty
7	Mr. Dayakar Burra	Faculty of Commerce	Faculty
8	Mr. Srikanth Bakkad	Chief Financial Officer Pennar Industries Pvt Lid	Industry
9	Ms. Shiva Ranjani	Regional Manager, Magic Bus	Employer
10	Ms. Sreelekha	Home Maker	Parent
11	Mr. Zafar Khan	Local Corporator/ NGO President	Local Society
12	Mr. Mohammed Danish Ahmed Khan	B.Com Taxation	Alumni
13	Ms. A. Sadhvi	B.Com Final Year	Student



TAPASYA DEGR Red Hills, Lakdikapool, Hyderabad-04

Objectives of IQAC:

- > To enhance the quality of academic and administrative activities of the institution through continuous assessment and improvement processes.
- > To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.
- > To facilitate the creation of a learner-centric environment conducive for quality education and faculty development to foster innovative pedagogical practices.

Strategies:

- > Implementing a robust quality assurance framework, IQAC ensures regular monitoring and evaluation of academic and administrative processes within the college.
- Promoting student-centric approaches through feedback mechanisms and grievance redressal systems, ensuring their active participation in shaping the educational environment.
- > Encouraging interdisciplinary collaborations and industry linkages to align academic programs with current trends and industry requirements, enhancing the employability of graduates.
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- ➤ Coordinate internal and external quality assessment processes, including regular audits, peer reviews, and accreditation evaluations.
- Facilitate faculty development initiatives to enhance teaching effectiveness, research productivity, and professional growth.
- > Monitor and evaluate the effectiveness of administrative processes and support services to ensure efficiency and student satisfaction.



➤ Collect and analyse data on student performance, faculty workload, infrastructure utilization, and other relevant metrics to inform decision-making and quality enhancement strategies.

Foster a culture of continuous improvement by promoting innovation, best practices, and collaborative efforts among stakeholders to address emerging challenges and

opportunities.

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TAPASYA DEGREE COLLEGE

College Code: 190 AISHE: C-5024

Estd: 2014



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Ref.No: TDC/IQAC/2021-22/10

CIRCULAR

Date:19-7-2021

This is to inform all the IQAC members that there will be a meeting scheduled on 21-7-2021. All the IQAC members are requested to attend the meeting. Details of the meeting are as follows:

Venue: Seminar Hall

Date: 21-7-2021

Time: 10:00 AM

Agenda of this meeting is:

- 1. Preparation of Academic documents like lesson plans, time-tables for semester
- 2. Discussion on status of Mentor Dairy
- 3. Discussion on NAAC Related work with IQAC coordinators.
- 4. Discussion on Orientation Sessions and Cultural activities.

Principal

Copy to:

1. All the Faculty Members

2. Administrative Officer.

- 3. All the IQAC Members.
- 4. Concern File
- 5. Notice Board



Minutes of Meeting of IQAC held on 21-7-2021

Time: 10:00 AM 12:30 PM

Venue: Seminar Hall

The following members attended the meeting of internal Quality Assurance Cell

Sno	Name	Designation	Signatures
1	Mr. K. Prashanth Kumar	Chairman	for
2	Mr. K. Srinivas Rao,	Board of Management	V. Sennylas Ras
3	Mr. M. Sateesh	Senior Administration	M. Saturh
4	Mr. Keshava Narayana	Office Administration	Herhard Maray
5	Mr. N. Ramakrishna	Faculty & IQAC Coordinator	Dirgipator
6	Ms. V.K. Durga Reddy	Faculty	V. K. Durga
7	Mr. Dayakar Burra	Faculty	1 Day Lar
8	Mr. Srikanth Bakkad	Industry	Certainte Kath
9	Ms. Shiva Ranjani	Employer	Shire Ranjuni
10	Ms. Sreelekha	Parent	Landotha
11	Mr. Zafar Khan	Local Society	Lastar Chan
12	Mr. Mohammed Danish Ahmed Khan	Alumni	Danish & Chan
13	Ms. A. Sadhvi	Student	Sadhri

College Code M No:1906 M

The resolutions made in the meeting are presented below.

1. Preparation of Academic documents like lesson plans, time-tables for semester

Discussed and Planned about the preparation of academic Documents such as Lesson Plan and Time tables for the even semester.

2. Discussion on status of Mentor Dairy

Mentors need to be assigned and Mentorship Diary need to be prepared and updated regularly.

3. Discussion on NAAC Related work with IQAC coordinators.

NAAC Work need to be distributed and assigned among the faculty members and IQAC Members.

4. Discussion on Orientation Sessions and Cultural activities.

College Code

Orientation classes need to be conducted and cultural activities to be discussed and planned for even semester.

Action Taken Report:

S.NO	Topic Discussed	Date of Discussion	Action Taken	Date of Closure
1.	Preparation of Time Tables and Lesson Plans for even semester.	21-7-2021	Management and Faculty members discussed and planned the time tables and lesson plans for even semesters.	26-07-2021
2.	Discussion on Mentor Dairy Status	21-7-2021	Assigned Mentors and Mentor Diaries.	29-07-2021
3.	Discussion on NAAC related work with IQAC members	21-7-2021	Conducted meeting with all IQAC members and faculty who were part of NAAC.	3-08-2021
4.	Discussion on Orientation Classes and Cultural events.	21-7-2021	Management, faculty and Students organized a meeting and planned for both.	9-8-2021

College Code: 190 AISHE: C-5024

Estd: 2014



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Ref.No: TDC/IQAC/2021-22/26

CIRCULAR

Date:18-9-2021

This is to inform all the IQAC members that there will be a meeting scheduled on 21-9-2021. All the IQAC members are requested to attend the meeting. Details of the meeting are as follows:

Venue: Seminar Hall

Date: 21-9-2021

Time: 10:00 AM

Agenda of this meeting is:

- 1. Discussion about roles and responsibilities of IQAC members.
- 2. Discussion about syllabus completion.
- 3. Discussion on improving College Infrastructure.

Principal

Copy to:

- 1. All the Faculty Members
- 2. Administrative Officer.
- 3. All the IQAC Members.
- 4. Concern File
- 5. Notice Board



Minutes of Meeting of IQAC held on 21-9-2021

Time: 10:00 AM 12:30 PM

Venue: Seminar Hall

The following members attended the meeting of internal Quality Assurance Cell

Sno	Name	Designation	Signatures
1	Mr. K. Prashanth Kumar	Chairman	fol
2	Mr. K. Srinivas Rao,	Board of Management	J. Serviles Kas
3	Mr. M. Sateesh	Senior Administration	M. Saturto
4	Mr. Keshava Narayana	Office Administration	Leshya Nava
5	Mr. N. Ramakrishna	Faculty & IQAC Coordinator	N. Lamay
6	Ms. V.K. Durga Reddy	Faculty	DungerReddy
7	Mr. Dayakar Burra	Faculty	Boyakar
8	Mr. Srikanth Bakkad	Industry	B. Sin Dantto
9	Ms. Shiva Ranjani	Employer	Shirly Zanjani
10	Ms. Sreelekha	Parent	Prelietha
11	Mr. Zafar Khan	Local Society	Zafar Chan
12	Mr. Mohammed Danish Ahmed Khan	Alumni	Danish Sh
13	Ms. A. Sadhvi	Student	Ladhi

College Code No:1906 No:1906

The resolutions made in the meeting are presented below:

1. Discussion about roles and responsibilities of IQAC members.

Management, IQAC members, faculty members who were part of NAAC discussed about the roles and responsibilities of IQAC members.

2. Discussion about syllabus completion.

Management and Faculty members discussed about the syllabus completion for the even semester.

3. Discussion on improving College Infrastructure.

Management, IQAC and faculty members were discussed about the improvements required in infrastructure.

Action Taken Report:

S.NO	Topic Discussed	Date of Discussion	Action Taken	Date of Closure
1.	Discussion about roles and responsibilities of IQAC members.	21-9-2021	Management and IQAC members discussed and assigned roles and responsibilities of IQAC members.	25-9-2021
2.	Discussion about Syllabus completion.	21-9-2021	Syllabus status was collected from Faculty members and discussed about the plan to conclude syllabus on time.	29-9-2021
3.	Discussion on Improving College Infrastructure	21-9-2021	Management and IQAC members discussed and arranged the new infrastructure required.	4-10-2021



Estd: 2014

AISHE: C-50243



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Ref.No: TDC/IQAC/2021-22/49

CIRCULAR

Date:24-1-2022

This is to inform all the IQAC members that there will be a meeting scheduled on 27-1 2022. All the IQAC members are requested to attend the meeting. Details of the meeting are as follows:

Venue: Seminar Hall

Date: 27-1-2022

Time: 10:00 AM

Agenda of this meeting is:

- 1. Preparation of Academic documents like lesson plans, time-tables for semester
- 2. Discussion on assigning and maintenance of Mentor Dairy
- 3. Discussion on NAAC Related work with IQAC coordinators.
- 4. Discussion on CRT Classes.

Principal

Copy to:

- 1. All the Faculty Members
- 2. Administrative Officer.
- 3. All the IQAC Members.
- 4. Concern File
- 5. Notice Board



Minutes of Meeting of IQAC held on 27-1-2022

Time: 10:00 AM 12:30 PM

Venue: Seminar Hall

The following members attended the meeting of internal Quality Assurance Cell

Sno	Name	Designation	Signatures
1	Mr. K. Prashanth Kumar	Chairman	ton
2	Mr. K. Srinivas Rao,	Board of Management	L. Serimas Can
3	Mr. M. Sateesh	Senior Administration	M. Saturh
4	Mr. Keshava Narayana	Office Administration	Lerharde Nava
5	Mr. N. Ramakrishna	Faculty & IQAC Coordinator	N. Rama
6	Ms. V.K. Durga Reddy	Faculty	DungaReddy
7	Mr. Dayakar Burra	Faculty	Bo Daygkar
8	Mr. Srikanth Bakkad	Industry	K. Sin/Canth
9	Ms. Shiva Ranjani	Employer	Shirla Ranjani
10	Ms. Sreelekha	Parent	Sneelakha
11	Mr. Zafar Khan	Local Society	Lafar Chin
12	Mr. Mohammed Danish Ahmed Khan	Alumni	Danish of
13	Ms. A. Sadhvi	Student	- Ladla

College Code M No:1906 #

The resolutions made in the meeting are presented below.

1. Preparation of Academic documents like lesson plans, time-tables for semester

Discussed about academic documents preparation such as Lesson Plans and Time Table preparation.

2. Discussion on assigning and maintenance of Mentor Dairy

The Principal Discussed about assigning and maintenance of Mentor Dairy.

3. Discussion on NAAC Related work with IQAC coordinators.

IQAC Chairman and members discussed the data to be collected for NAAC

4. Discussion on CRT Classes.

TPO and Placement In charges discussed about conducting CRT Classes.

Action Taken Report:

S.NO	Topic Discussed	Date of Discussion	Action Taken	Date of Closure
1.	Preparation of Academic documents like Lesson Plans and Time Tables	27-1-2022	The Principal discussed with faculty members and planned Lesson Plans and Time Tables.	31-01-2022
2.	Discussion on assigning and maintenance of Mentor dairy.	27-1-2022	Principal discussed with the faculty members and assigned mentors and directed towards maintenance of Mentor dairy regularly.	7-02-2022
3.	Discussion on NAAC related work with IQAC coordinators.	27-1-2022	IQAC Coordinators discussed with mebers and faculty who were part of NAAC on collection and compiling the data required for NAAC.	15-02-2022



4.	Discussion on CRT	27-1-2022	TPO and	9-02-2022
	Classes.		Placement In-	
			charges	
			discussed with	
			the principal and	
			faculty members	
			about	
			conducting CRT	
			Classes.	



College Code: 1906 AISHE :C-50243

Estd: 2014



TAPASYA DEGREE COLLEGE

(Affiliated to Osmania University)

ISO 9001: 2015 Certified Institution

#11-5-449, Opp. Shah Function Hall, Red Hills, Lakdikapul, Hyderabad, Telangana 500004

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Ref.No: TDC/IQAC/2021-22/57

CIRCULAR

Date:21-3-2022

This is to inform all the IQAC members that there will be a meeting scheduled on 23-3-2022. All the IQAC members are requested to attend the meeting. Details of the meeting are as follows:

Venue: Seminar Hall

Date: 23-3-2022

Time: 10:00 AM

Agenda of this meeting is:

- 1. Discussion about Placement Drive.
- 2. Discussion about Improvement in Academic and Administrative Process.

3. Discussion on Add-on Courses.

Principal

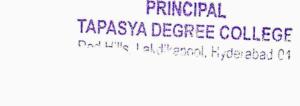
1. All the Faculty Members

2. Administrative Officer.

- 3. All the IQAC Members.
- 4. Concern File

Copy to:

5. Notice Board





Minutes of Meeting of IQAC held on 23-3-2022

Time: 10:00 AM 12:30 PM

Venue: Seminar Hall

The following members attended the meeting of internal Quality Assurance Cell

Sno	Name	Designation	Signatures
1	Mr. K. Prashanth Kumar	Chairman	halis
2	Mr. K. Srinivas Rao,	Board of Management	L. Serendas Van
3	Mr. M. Sateesh	Senior Administration	M. Saturb
4	Mr. Keshava Narayana	Office Administration	Ceshwa Nava
5	Mr. N. Ramakrishna	Faculty & IQAC Coordinator	N. Ramaisha
6	Ms. V.K. Durga Reddy	Faculty	Dogalody
7	Mr. Dayakar Burra	Faculty	B. Doyalar
8	Mr. Srikanth Bakkad	Industry	B. Sent and
9	Ms. Shiva Ranjani	Employer	Shirpanjani
10	Ms. Sreelekha	Parent	Greekha
11	Mr. Zafar Khan	Local Society	Zafar Dhun
12	Mr. Mohammed Danish Ahmed Khan	Alumni	Dinish Chan
13	Ms. A. Sadhvi	Student	Padhoi

College Code m No:1906 **

PRINCIPAL
TAPASYA DEGPEE COLLEGE
Tapad-04

The resolutions made in the meeting are presented below.

1. Discussion about Placement Drive.

TPO discussed with Faculty members about improving the number of Students to enroll for Placement Drives.

2. Discussion about Improvement in Academic and Administrative Process.

The principal discussed with Faculty members and Admin Staff to improve the existing Academic and Administrative Process.

3. Discussion on Add-on Courses.

Principal addressed the faculty members to encourage the students to enroll for the Add-on courses.

Action Taken Report:

S.NO	Topic Discussed	Date of Discussion	Action Taken	Date of
				Closure
1.	Discussion about	23-3-2022	TPO addressed	29-03-2022
	Placement Drive.		the faculty	
			members and	
			Placement In-	
			charge to	
			encourage the	
			number of	
			students to	
		1	enroll for	
2.	Discussion about	23-3-2022	Placements.	21 02 2022
2.		23-3-2022	The principal addressed both	31-03-2022
	Improvement in Academic and		academic and	
	Administrative Process.		admin	
	Administrative Process.			
			department and planned new	
			and effective	
			methodologies.	
3.	Discussion on Add-on	23-3-2022	The Principal	6-04-2022
	Courses.	23 3 2022	and Faculty	0-04-2022
			members	
			discussed and	
			Planned on	
			Improving	
			number of	
			students to	
			enroll for Add-	
	OFGREE	h	on Courses.	

Quality Assurance Initiatives



PROCEEDINGS OF IQAC 2020-2021



TAPASYA DEGREE COLLEGE,

LAKDI KA POOL, HYDERABAD

ORDER

Internal Quality Assurance Cell (IQAC) is formed at Tapasya Degree College, Lakdi Ka Pool, Hyderabad, with following members representing different stakeholder groups. This is as per the guidelines of National Assessment and Accreditation Council(NAAC).

Members of IQAC(2020-21)

Sno	Name	Designation	Representing group
1	Mr K. Prashanth Kumar	Principal Tapasya Degree College	Chairman
2	Mr. K. Srinivas Rao,	Director Tapasya Educational Institutions	Board of Management
3	Mr. M. Sateesh	Deputy General Manager- Degree Affairs	Senior Administration
4	Ms. Manasa Badigineni	Faculty of Management	Faculty & IQAC Coordinator
5	Mr. Ramana Rao	Faculty of Commerce	Faculty
6	Mr Srikanth Bakkad	Chief Financial Officer Pennar Industries Pvt Lid	Industry
7	Ms. Shiva Ranjani	Regional Manager, Magic Bus	Employer
8	Ms. Sreelekha	Home Maker	Parent
9	Mr.Zafar Khan	Local Corporator/ NGO President	Local Society
10	MD.Taufeeq	B.Com Taxation	Alumni
11	Mr. S. Mallikarjun	B.Com FirstYear PRINCIPAL	Student





Objectives of IQAC:

- > To enhance the quality of academic and administrative activities of the institution through continuous assessment and improvement processes.
- > To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.
- > To facilitate the creation of a learner-centric environment conducive for quality education and faculty development to foster innovative pedagogical practices.

Strategies:

- > Implementing a robust quality assurance framework, IQAC ensures regular monitoring and evaluation of academic and administrative processes within the college.
- Promoting student-centric approaches through feedback mechanisms and grievance redressal systems, ensuring their active participation in shaping the educational environment.
- ➤ Encouraging interdisciplinary collaborations and industry linkages to align academic programs with current trends and industry requirements, enhancing the employability of graduates.
- > Implementing mechanisms for continuous quality improvement through regular assessment, analysis, and feedback loops across all facets of institutional operations.
- Facilitating capacity building workshops and training sessions for faculty and staff to enhance their pedagogical skills, research capabilities, and administrative efficiency.
- Establishing benchmarks and performance indicators to measure progress and identify areas for improvement, fostering a culture of data-driven decision-making.
- Promoting research and innovation by providing resources and support for faculty members and students to undertake interdisciplinary projects and scholarly activities.

Functions:

- Develop and implement policies and practices for maintaining academic quality standards across departments and programs.
- ➤ Coordinate internal and external quality assessment processes, including regular audits, peer reviews, and accreditation evaluations.
- > Facilitate faculty development initiatives to enhance teaching effectiveness, research productivity, and professional growth.
- Monitor and evaluate the effectiveness of administrative processes and support services to ensure efficiency and student satisfaction. DEGREE CO

College Code

- ➤ Collect and analyse data on student performance, faculty workload, infrastructure utilization, and other relevant metrics to inform decision-making and quality enhancement strategies.
- ➤ Foster a culture of continuous improvement by promoting innovation, best practices, and collaborative efforts among stakeholders to address emerging challenges and opportunities.

PRINCIPAL
TAPASYA DEGREE COLLEGE
Red Hills, Lakdikapool, Hyderabad-04

DEGREE COLLING MANOCINA MANOCI

College Code: 1906 AISHE: C-50243

Estd: 2014



TAPASYA DEGREE COLLEGE

(Affiliated to Osmania University)

ISO 9001: 2015 Certified Institution

11-5-449, Opp. Shah Function Hall, Red Hills, Lakdikapul, Hyderabad, Telangana 500004

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Ref.No: TDC/IQAC/2020-21/15

CIRCULAR

Date:22-7-2020

This is to inform all the IQAC members that there will be a meeting scheduled on 27-7-2020. All the IQAC members are requested to attend the meeting. Details of the meeting are as follows:

Venue: Seminar Hall

Date: 27-7-2020

Time: 10:00 AM

Agenda of this meeting is:

1. Preparation of Academic documents like lesson plans, time-tables for semester

College Cod

- 2. Discussion on assigning Mentors and Maintenance of Mentor
- 3. Discussion on NAAC Related work with IQAC coordinators.
- 4. Discussion on Planning Cultural activities.

Principal

PRINCIPAL

Copy to:

1. All the Faculty Members

2. Administrative Officer.

- 3. All the IQAC Members.
- 4. Concern File
- 5. Notice Board



Minutes of Meeting of IQAC held on 27-7-2020

Time: 10:00 AM 12:30 PM

Venue: Seminar Hall

The following members attended the meeting of internal Quality Assurance Cell

Sno	Name	Designation	Signature
1	Mr. K. Prashanth Kumar	Chairman	Balance
2	Mr. K. Srinivas Rao,	Board of Management	L. Semilas La
3	Mr. M. Sateesh	Senior Administration	M. Saleich
4	Ms. Manasa Badigineni	Faculty & IQAC Coordinator	Maraja.
5	Mr. Ramana Rao	Faculty	V gamana foron
6	Mr. Srikanth Bakkad	Industry	B. Senil
7	Ms. Shiva Ranjani	Employer	Julatyri
8	Ms. Sreelekha	Parent	Creek Ala
9	Mr. Zafar Khan	Local Society	Jan Jan
10	MD. Taufeeq	Alumni	MA kunday
11	Mr. S. Mallikarjun	Student	+. blur

The resolutions made in the meeting are presented below.

1. Preparation of Academic documents like lesson plans, time-tables for semester

Need to prepare -academic Documents such as Lesson Plan and Time tables for the even semester with the concerned Faculty and Admin Staff.

2. Discussion on Assigning Mentors and Maintenance of Mentor Dairy

Mentors need to be assigned and Mentorship Diary need to be prepared and updated regularly.

3. Discussion on NAAC Related work with IQAC coordinators.

OEGREE COLLEGE NO:1906 AS A COllege Code Wo:1906 AS A COLLEGE CODE WITH COLLEGE COLLEGE CODE WITH COLLEGE CODE WITH COLLEGE CODE WITH COLLEGE COLLEGE CODE WITH COLLEGE COLLEGE

NAAC Work need to be distributed and assigned among the faculty members and IQAC Members.

4. Discussion on Planning Cultural activities.

Cultural activities to be discussed and planned for even semester.

Action Taken Report:

S.NO	Topic Discussed	Date of Discussion	Action Taken	Date of
1.	Preparation of Time	27-7-2020	Principal and	Closure 30-7-2020
1.	Tables and Lesson Plans	27-7-2020		30-7-2020
	for even semester.		Faculty members	
	for even semester.			
			discussed and	
			planned the time	
			tables and	
2	D' Y	27.7.2020	lesson plans.	
2.	Discussion on Mentor	27-7-2020	Principal	4-8-2020
	Dairy Status		Assigned	-
			Mentors and	
			instructed about	
			Mentor Diaries.	
3.	Discussion on NAAC	27-7-2020	Conducted	13-8-2020
	related work with IQAC		meeting with	
	members		IQAC members	
			and NAAC	
			members	
4.	Discussion on Orientation	27-7-2020	Management,	19-8-2020
	Classes and Cultural		faculty and	
	events.		Students	
			organized a	
			meeting and	
			planned for	
			both.	

AL College Code Wo:1906 & Poisson Miles

College Code: 1901 AISHE: C-50243

Estd: 2014



TAPASYA DEGREE COLLEGE

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Ref.No: TDC/IQAC/2020-21/29

CIRCULAR

Date:22-9-2020

This is to inform all the IQAC members that there will be a meeting scheduled on 24-9-2020. All the IQAC members are requested to attend the meeting. Details of the meeting are as follows:

Venue: Seminar Hall

Date: 24-9-2020

Time: 10:00 AM

Agenda of this meeting is:

- 1. Discussion on Syllabus Completion.
- 2. Discussion on Improving Club Activities participants.
- 3. Discussion on Improving the number of Students to enroll for Add-on Courses.

Copy to:

1. All the Faculty Members

2. Administrative Officer.

- 3. All the IQAC Members.
- 4. Concern File
- 5. Notice Board



Principal

PRINCIPAL TAPASYA DEGREE COLLEGE

Red Hills, Lakdikapool, Hyderabad-04

Minutes of Meeting of IQAC held on 24-9-2020

Time: 10:00 AM 12:30 PM

Venue: Seminar Hall

The following members attended the meeting of internal Quality Assurance Cell

Sno	Name	Designation	Signature
1	Mr. K. Prashanth	Chairman	
	Kumar		V/
2	Mr. K. Srinivas Rao,	Board of Management	V. Lennila 1 a
3	Mr. M. Sateesh	Senior Administration	M. Saley
4	Ms. Manasa Badigineni	Faculty & IQAC	. 11 . /
		Coordinator	Maratal.
5	Mr. Ramana Rao	Faculty	James and
6	Mr. Srikanth Bakkad	Industry	B. a en Zan H
7	Ms. Shiva Ranjani	Employer	Surgani
8	Ms. Sreelekha	Parent	Contra do de ha
9	Mr. Zafar Khan	Local Society	La Maria
10	MD. Taufeeq	Alumni	the hipsey
11	Mr. S. Mallikarjun	Student	S. Vasta Char

College Code No:1906

The resolutions made in the meeting are presented below:

1. Discussion about syllabus completion.

The Principal and Faculty members discussed about the syllabus completion for the even semester.

2. Discussion on Improving Club Activities participants.

Club In-charges discussed and planned about improving the number of students participation in the Club activities with the Faculty members and Admin Staff.

3. Discussion on Improving the number of Students to enroll for Add-on Courses.

Need to discuss on Improving the number of Students to enroll for Add-on Courses with faculty members and concerned Mentors.

Action Taken Report:

S.NO	Topic Discussed	Date of Discussion	Action Taken	Date of
	1 opie Discussed	Date of Discussion	Action Taken	Closure
1.	Discussion about syllabus	24-9-2020	Duin aimal and	
1.	completion.	24-9-2020	Principal and	28-9-2020
	completion.		Faculty	
			members	
			discussed and	
			planned about	
			completing the	
			Syllabus on	
			time.	
2.	Discussion on Improving	24-9-2020	Club In-charges	29-9-2020
	Club Activities		discussed and	
	participants.		planned to	
			encourage	
			students to	
			participate in	
			club activities	
			with Faculty and	
			Admin team.	
3.	Discussion on Improving	24-9-2020	Principal	3-10-2020
	the number of Students to		discussed with	
	enroll for Add-on		faculty members	
	Courses.		to encourage the	
			students to	
			enroll in Add-on	
			Courses.	
			Courses.	



College Code: 1906 AISHE :C-50243

Estd: 2014



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Ref.No: TDC/IQAC/2020-21/51

CIRCULAR

Date:27-1-2021

This is to inform all the IQAC members that there will be a meeting scheduled on 29-1-2021. All the IQAC members are requested to attend the meeting. Details of the meeting are as follows:

Venue: Seminar Hall

Date: 29-1-2021

Time: 10:00 AM

Agenda of this meeting is:

- 1. Preparation of Academic documents like lesson plans, time-tables for semester
- 2. Discussion on NAAC Related work with IQAC coordinators.
- 3. Discussion on Planning CRT Classes and Placements

Principal

Copy to:

- 1. All the Faculty Members
- 2. Administrative Officer.
- 3. All the IQAC Members.
- 4. Concern File
- 5. Notice Board



Minutes of Meeting of IQAC held on 29-1-2021

Time: 10:00 AM 12:30 PM

Venue: Seminar Hall

The following members attended the meeting of internal Quality Assurance Cell

Sno	Name	Designation	Signature
1	Mr. K. Prashanth Kumar	Chairman	Parl O
2	Mr. K. Srinivas Rao,	Board of Management	V. Sermilas Las
3	Mr. M. Sateesh	Senior Administration	M. Saturh
4	Ms. Manasa Badigineni	Faculty & IQAC Coordinator	Manasal.
5	Mr. Ramana Rao	Faculty	Pamaruffas
6	Mr. Srikanth Bakkad	Industry	B. Sent with
7	Ms. Shiva Ranjani	Employer	Shine Canjani
8	Ms. Sreelekha	Parent	Gree Le Kha
9	Mr. Zafar Khan	Local Society	Latar han
10	MD. Taufeeq	Alumni	Mot. Tankera
11	Mr. S. Mallikarjun	Student	S. Marlinbank

College Code No:1906

The resolutions made in the meeting are presented below.

1. Preparation of Academic documents like lesson plans, time-tables for semester

Need to discus and plan the academic document such as lesson plans and time table for the odd semester.

2. Discussion on NAAC Related work with IQAC coordinators.

IQAC members need to discuss with NAAC Coordinators about data collection and compiling the data.

3. Discussion on Planning CRT Classes and Placements

Need to discuss and plan CRT classes and Placement drives.

Action Taken Report:

S.NO	Topic Discussed	Date of Discussion	Action Taken	Date of Closure
1.	Preparation of Academic documents like lesson plans, time-tables for semester.	29-1-2021	Principal and Faculty members discussed and planned the time tables and lesson plans for the odd semester.	3-2-2021
2.	Discussion on NAAC Related work with IQAC coordinators.	29-1-2021	IQAC Coordinators discussed and instructed the NAAC members regarding data collection and compiling.	5-2-2021
3.	Discussion on Planning CRT Classes and Placements.	29-1-2021	TPO and Placement Incharges planned the CRT Classes and Placement Drives.	10-2-2021



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Estd: 2014



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Ref.No: TDC/IQAC/2020-21/72

CIRCULAR

Date: 20-3-2021

This is to inform all the IQAC members that there will be a meeting scheduled on 22-3-2021. All the IQAC members are requested to attend the meeting. Details of the meeting are as follows:

Venue: Seminar Hall

Date: 22-3-2021

Time: 10:00 AM

Agenda of this meeting is:

- 1. Discussion on Syllabus Completion.
- 2. Discussion on Improving Academic and Administrative Processes.
- 3. Discussion on Industrial Visits.

PRINCIPAL

TAPASYA DEGREE COLLEGE

Red Hills, Lakdikapool, Hyderabad-04

Copy to:

- 1. All the Faculty Members
- 2. Administrative Officer.
- 3. All the IQAC Members.
- 4. Concern File
- 5. Notice Board



Minutes of Meeting of IQAC held on 22-3-2021

Time: 10:00 AM 12:30 PM

Venue: Seminar Hall

The following members attended the meeting of internal Quality Assurance Cell

Sno	Name	Designation	Signature
1	Mr. K. Prashanth Kumar	Chairman	half
2	Mr. K. Srinivas Rao,	Board of Management	V. Serinday Jan
3	Mr. M. Sateesh	Senior Administration	M. Satersh
4	Ms. Manasa Badigineni	Faculty & IQAC Coordinator	Manala
5	Mr. Ramana Rao	Faculty	January 30
6	Mr. Srikanth Bakkad	Industry	Backent
7	Ms. Shiva Ranjani	Employer	Pina Parjani
8	Ms. Sreelekha	Parent	Real bloc
9	Mr. Zafar Khan	Local Society	Falor Day
10	MD. Taufeeq	Alumni	Md- Jan Lee
11	Mr. S. Mallikarjun	Student	Mallatanins

College Code No:1906 &

The resolutions made in the meeting are presented below:

1. Discussion on Syllabus Completion.

Need to discuss about Syllabus status and need to plan about completing it on time.

2. Discussion on Improving Academic and Administrative Processes.

Faculty members and Admin team need to discuss about improving the methodologies to improve their processes with the Principal and Management.

3. Discussion on Industrial Visits.

Principal and Mentors need to discuss and plan about Industry visits for the odd semester.

Action Taken Report:

S.NO	Topic Discussed	Date of Discussion	Action Taken	Date of
1.	Discussion on Syllabus Completion.	22-3-2021	Principal and Faculty members discussed and planned about completing the Syllabus on	Closure 25-3-2021
			time.	
2.	Discussion on Improving Academic and Administrative Processes.	22-3-2021	Principal and Management discussed and planned about improving the Academics and Admin Process.	27-3-2021
3.	Discussion on Industrial Visits.	22-3-2021	Principal discussed with faculty members and planned Industrial visits.	30-3-2021

College Code No:1906 **

Quality Assurance Initiatives



PROCEEDINGS OF IQAC 2019-2020



TAPASYA DEGREE COLLEGE,

LAKDI KA POOL, HYDERABAD

ORDER

Internal Quality Assurance Cell (IQAC) is formed at Tapasya Degree College, Lakdi Ka Pool, Hyderabad, with following members representing different stakeholder groups. This is as per the guidelines of National Assessment and Accreditation Council (NAAC).

Members of IQAC (2019-20)

Sno	Name	Designation	Representing group
1	Mr. K. Prashanth Kumar	Principal Tapasya Degree College	Chairman
2	Mr. K. Srinivas Rao,	Director Tapasya Educational Institutions	Board of Management
3	Mr. M. Sateesh	Deputy General Manager- Degree Affairs	Senior Administration
4	Ms. Manasa Badigineni	Faculty of Management	Faculty & IQAC Coordinator
5	Ms. Syeda Nafees Jahan	Faculty of Computers	Faculty
6	Mr. Ramana Rao	Faculty of Commerce	Faculty
7	Mr. Srikanth Bakkad	Chief Financial Officer Pennar Industries Pvt Lid	Industry
8	Ms. Shiva Ranjani	Regional Manager, Magic Bus	Employer
9	Ms. Sreelekha	Home Maker	Parent
10	Mr. Zafar Khan	Local Corporator/ NGO President	Local Society
11	Ms. Nalla Pranitha	B.Com General	Alumni
12	MD. Taufeeq	B.Com Taxation Final year	Student

Principal



Objectives of IQAC:

- > To enhance the quality of academic and administrative activities of the institution through continuous assessment and improvement processes.
- > To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.
- > To facilitate the creation of a learner-centric environment conducive for quality education and faculty development to foster innovative pedagogical practices.

Strategies:

- > Implementing a robust quality assurance framework, IQAC ensures regular monitoring and evaluation of academic and administrative processes within the college.
- Promoting student-centric approaches through feedback mechanisms and grievance redressal systems, ensuring their active participation in shaping the educational environment.
- Encouraging interdisciplinary collaborations and industry linkages to align academic programs with current trends and industry requirements, enhancing the employability of graduates.
- > Implementing mechanisms for continuous quality improvement through regular assessment, analysis, and feedback loops across all facets of institutional operations.
- Facilitating capacity building workshops and training sessions for faculty and staff to enhance their pedagogical skills, research capabilities, and administrative efficiency.
- Establishing benchmarks and performance indicators to measure progress and identify areas for improvement, fostering a culture of data-driven decision-making.
- > Promoting research and innovation by providing resources and support for faculty members and students to undertake interdisciplinary projects and scholarly activities.

Functions:

- Develop and implement policies and practices for maintaining academic quality standards across departments and programs.
- ➤ Coordinate internal and external quality assessment processes, including regular audits, peer reviews, and accreditation evaluations.
- > Facilitate faculty development initiatives to enhance teaching effectiveness, research productivity, and professional growth.
- Monitor and evaluate the effectiveness of administrative processes and support services to ensure efficiency and student satisfaction.



- ➤ Collect and analyse data on student performance, faculty workload, infrastructure utilization, and other relevant metrics to inform decision-making and quality enhancement strategies.
- Foster a culture of continuous improvement by promoting innovation, best practices, and collaborative efforts among stakeholders to address emerging challenges and opportunities.

College Code (10.1906)

College Code: 1906 AISHE: C-50243

Estd: 2014



TAPASYA DEGREE COLLEGE

(Affiliated to Osmania University)

ISO 9001: 2015 Certified Institution

#11-5-449, Opp. Shah Function Hall, Red Hills, Lakdikapul, Hyderabad, Telangana 500004

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Ref.No: TDC/IQAC/2019-20/13

CIRCULAR

Date:23-7-2019

This is to inform all the IQAC members that there will be a meeting scheduled on 25-7-2019. All the IQAC members are requested to attend the meeting. Details of the meeting are as follows:

Venue: Seminar Hall

Date: 25-7-2019

Time: 10:00 AM

Agenda of this meeting is:

- 1. Preparation of Academic documents like lesson plans, time-tables for semester
- 2. Discussion on Planning Cultural activities.
- 3. Discussion on NAAC Related work with IQAC coordinators.
- 4. Discussion on assigning Mentors and Maintenance of Mentor

Copy to:

- 1. All the Faculty Members
- 2. Administrative Officer.
- 3. All the IQAC Members.
- 4. Concern File
- 5. Notice Board



PRINCIPAL
TAPASYA DEGREE COLLEGE
Red Hills, Lakdikapool, Hyderabad-04

Principal

Minutes of Meeting of IQAC held on 25-7-2019

Time: 10:00 AM 12:30 PM

Venue: Seminar Hall

The following members attended the meeting of internal Quality Assurance Cell

Sno	Name	Designation	Signature
1	Mr K. Prashanth Kumar	Chairman	ball
2	Mr. K. Srinivas Rao,	Board of Management	Privillas I as
3	Mr. M. Sateesh	Senior Administration	M. Sitesta
4	Ms. Manasa Badigineni	Faculty & IQAC Coordinator	Manaly.
5	Ms.Syeda Nafees Jahan	Faculty	Syeda: Nafees
6	Mr. Ramana Rao	Faculty	Laming
7	Mr Srikanth Bakkad	Industry	B. Sent meter
8	Ms. Shiva Ranjani	Employer	Shire Laignin
9	Ms. Sreelekha	Parent	Creado
10	Mr.Zafar Khan	Local Society	Francis I
11	Ms.Nalla Pranitha	Alumni	N. Peraultin
12	MD.Taufeeq	Student	MA Tautea

OEGREE COLLEGE Code No:1906 **
No:1906 **
No:1906 **

PRINCIPAL
TAPASYA DEGREE COLI FOR Red Hills, Lakdikaponi

The resolutions made in the meeting are presented below.

1. Preparation of Academic documents like lesson plans, time-tables for semester

Need to prepare -academic Documents such as Lesson Plan and Time tables for the even semester with the concerned Faculty and Admin Staff.

2. Discussion on Planning Cultural activities.

Cultural activities to be discussed and planned for even semester.

3. Discussion on NAAC Related work with IQAC coordinators.

NAAC Work need to be distributed and assigned among the faculty members and IQAC Members.

4. Discussion on Assigning Mentors and Maintenance of Mentor Dairy

Mentors need to be assigned and Mentorship Diary need to be prepared and updated regularly.

Action Taken Report:

S.NO	Topic Discussed	Date of Discussion	Action Taken	Date of Closure
1.	Preparation of Time Tables and Lesson Plans for even semester.	25-7-2019	Principal and Faculty members discussed and planned the time tables and lesson plans.	29-7-2019
2.	Discussion on Orientation Classes and Cultural events.	25-7-2019	Management, faculty and Students organized a meeting and planned for both.	31-7-2019
3.	Discussion on NAAC related work with IQAC members	25-7-2019	Conducted meeting with IQAC members and NAAC members	2-8-2019
4.	Discussion on Assigning Mentors and Mentor dairy maintenance.	25-7-2019	Principal Assigned Mentors and instructed about Mentor Diaries.	3-8-2019



College Code: 190 AISHE :C-5024:

Estd: 2014



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Ref.No: TDC/IQAC/2019-20/29

CIRCULAR

Date:24-9-2019

This is to inform all the IQAC members that there will be a meeting scheduled on 26-9-2019. All the IQAC members are requested to attend the meeting. Details of the meeting are as follows:

Venue: Seminar Hall

Date: 26-9-2019

Time: 10:00 AM

Agenda of this meeting is:

- 1. Discussion on Syllabus Completion.
- 2. Discussion on Club Activities.
- 3. Discussion on Improving Stock in Library.

Principal

PRINCIPAL
TAPASYA DEGREE COLLEGE
Red Hills, Lakdikapool, Hyderabad-04

Copy to:

- 1. All the Faculty Members
- 2. Administrative Officer.
- 3. All the IQAC Members.
- 4. Concern File
- 5. Notice Board



Minutes of Meeting of IQAC held on 26-9-2019

Time: 10:00 AM 12:30 PM

Venue: Seminar Hall

The following members attended the meeting of internal Quality Assurance Cell

Sno	Name	Designation	Signature
1	Mr K. Prashanth Kumar	Chairman	Roll
2	Mr. K. Srinivas Rao,	Board of Management	K lemited Kan
3	Mr. M. Sateesh	Senior Administration	M. Saturh
4	Ms. Manasa Badigineni	Faculty & IQAC Coordinator	Managal.
5	Ms.Syeda Nafees Jahan	Faculty	Syeda Nafres
6	Mr. Ramana Rao	Faculty	Janaya and
7	Mr Srikanth Bakkad	Industry	B. Color of
8	Ms. Shiva Ranjani	Employer	Chwa Carjani
9	Ms. Sreelekha	Parent	Sree Lexas
10	Mr.Zafar Khan	Local Society	7 Carlo
11	Ms.Nalla Pranitha	Alumni	N. Peanill
12	MD.Taufeeq	Student	nd Tankerge

The resolutions made in the meeting are presented below:

1. Discussion on Syllabus Completion.

Need to discuss and plan Syllabus completion on time.

PRINCIPAL TAPASYA DEGREE COLLEGE Red Hills, Lakdikapool, Hyderabad-04

2. Discussion on Club Activities.

Club In-charges need to discuss with faculty members to improve Students participation and Out of the Box Club activities to increase student participation.

3. Discussion on Improving Stock in Library.

Need to discuss and procure new volumes of books in Library.

Action Taken Report:

S.NO	Topic Discussed	Date of Discussion	Action Taken	Date of
1.	Discussion about syllabus completion.	26-9-2019	Principal and Faculty members discussed and planned about completing the Syllabus on time.	Closure 28-9-2019
2.	Discussion on Improving Club Activities participants and planning new activities.	26-9-2019	Club In-charges discussed and planned to encourage students to participate in club activities with Faculty and Admin team and instructed to come up with new club activity ideas.	30-9-2019
3.	Discussion on Improving Stock in Library.	26-9-2019	Principal, Management and Librarian discussed and Procured new volumes of Books in the library.	1-10-2019



Estd: 2014

College Code: 190 AISHE :C-5024



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Ref.No: TDC/IQAC/2019-20/37

CIRCULAR

Date:25-1-2020

This is to inform all the IQAC members that there will be a meeting scheduled on 28-1-2020. All the IQAC members are requested to attend the meeting. Details of the meeting are as follows:

Venue: Seminar Hall

Date: 28-1-2020

Time: 10:00 AM

Agenda of this meeting is:

- 1. Preparation of Academic documents like lesson plans, time-tables for semester
- 2. Discussion on NAAC Related work with IQAC coordinators.
- 3 Discussion on improving usage of Technology in Academic and Administrative process.

4. Discussion on Planning CRT Classes and Placements

Principal

1. All the Faculty Members

2. Administrative Officer.

- 3. All the IQAC Members.
- 4. Concern File

Copy to:

5. Notice Board



Minutes of Meeting of IQAC held on 28-1-2020

Time: 10:00 AM 12:30 PM

Venue: Seminar Hall

The following members attended the meeting of internal Quality Assurance Cell

Sno	Name	Designation	Signature
1	Mr K. Prashanth Kumar	Chairman	for some
2	Mr. K. Srinivas Rao,	Board of Management	J. Cennilas Vac
3	Mr. M. Sateesh	Senior Administration	M. Saterh
4	Ms. Manasa Badigineni	Faculty & IQAC Coordinator	Managal.
5	Ms.Syeda Nafees Jahan	Faculty	Sychalast
6	Mr. Ramana Rao	Faculty	Moneyaro
7	Mr Srikanth Bakkad	Industry	R. Seil 2. Ha
8	Ms. Shiva Ranjani	Employer	Timber Conjuni
9	Ms. Sreelekha	Parent	Socie Let a
10	Mr.Zafar Khan	Local Society	John John
11	Ms.Nalla Pranitha	Alumni	N. Brame tra
12	MD.Taufeeq	Student	ma Tantera

POEGREE COLLEGE Code No:1906

The resolutions made in the meeting are presented below.

1. Preparation of Academic documents like lesson plans, time-tables for semester.

Need to discuss and plan for the preparation of academic documents such as lesson plans and time tables for the odd semester.

2. Discussion on NAAC Related work with IQAC coordinators.

IQAC Coordinators need to discuss and instruct NAAC members about the timely collection and compiling of data.

3 Discussion on improving usage of Technology in Academic and Administrative process.

Discuss and Plan about improving the Technology in both academic and administrative process to meet the industry needs and create tech literate students.

4. Discussion on Planning CRT Classes and Placements.

Discussions to be made on CRT Classes and conducting Placements in the odd semester.

Action Taken Report:

S.NO	Topic Discussed	Date of Discussion	Action Taken	Date of Closure
1.	Preparation of Academic documents like lesson plans, time-tables for semester.	28-1-2020	Principal and Faculty members discussed and planned the time tables and lesson plans for the odd semester.	3-2-2020
2.	Discussion on NAAC Related work with IQAC coordinators.	28-1-2020	IQAC Coordinators discussed and instructed the NAAC members regarding data collection and compiling.	6-2-2020
3.	Discussion on improving usage of Technology in Academic and Administrative process.	28-1-2020	Principal discussed and Planned about improving the Technology in both academic and	10-2-2020



			administrative process to meet the industry needs and create tech literate students.	
4.	Discussion on Planning CRT Classes and Placements.	28-1-2020	TPO and Placement In- charges planned the CRT Classes and Placement Drives for the odd semester.	12-2-2020



College Code: 190 AISHE :C-5024:

Estd: 2014



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Ref.No: TDC/IQAC/2019-20/59

CIRCULAR

Date:20-3-2020

This is to inform all the IQAC members that there will be a meeting scheduled on 24-3-2020. All the IQAC members are requested to attend the meeting. Details of the meeting are as follows:

Venue: Seminar Hall

Date: 24-3-2020

Time: 10:00 AM

Agenda of this meeting is:

- 1. Discussion on Syllabus Completion.
- 2. Discussion on improving Infrastructural Facilities.
- 3. Discussion on Introducing new Teaching methodologies.

Principal

PRINCIPAL TAPASYA DEGREE COLLECE Red Hills, Lakdikapool, Hyderabad-04

Copy to:

- 1. All the Faculty Members
- 2. Administrative Officer.
- 3. All the IQAC Members.
- 4. Concern File
- 5. Notice Board



Minutes of Meeting of IQAC held on 24-3-2020

Time: 10:00 AM 12:30 PM

Venue: Seminar Hall

The following members attended the meeting of internal Quality Assurance Cell

Sno	Name	Designation	Signature
1	Mr K. Prashanth Kumar	Chairman	Pal S
2	Mr. K. Srinivas Rao,	Board of Management	L' levillal la
3	Mr. M. Sateesh	Senior Administration	M- Satur
4	Ms. Manasa Badigineni	Faculty & IQAC Coordinator	Manifes.
5	Ms.Syeda Nafees Jahan	Faculty	Cygda Nafees Tal
6	Mr. Ramana Rao	Faculty	1 among 50
7	Mr Srikanth Bakkad	Industry	B. Sathald
8	Ms. Shiva Ranjani	Employer	Shire Canjan
9	Ms. Sreelekha	Parent	Caro lahha
10	Mr.Zafar Khan	Local Society	Zofox han
11	Ms.Nalla Pranitha	Alumni	N. Pamillia
12	MD.Taufeeq	Student	Md. brukeoa

College Code m No:1906 **
No:1906 **

The resolutions made in the meeting are presented below:

1. Discussion on Syllabus Completion.

Need to discuss and plan on completing syllabus on time

2. Discussion on improving Infrastructural Facilities.

Discussion on improving infrastructural facilities in the college.

3. Discussion on Introducing new Teaching methodologies.

New teaching methodologies to be discussed and planned.

Action Taken Report:

S.NO	Topic Discussed	Date of Discussion	Action Taken	Date of Closure
1.	Discussion on Syllabus Completion.	24-3-2020	Principal and Faculty members discussed and planned about completing the Syllabus on time.	27-3-2020
2.	Discussion on Improving Infrastructural facilities.	24-3-2020	Principal and Management and operations Head discussed and made significant improvement to the Infrastructural facilities.	30-3-2020
3.	Discussion on Introducing new Teaching methodologies.	24-3-2020	Principal discussed with faculty members and planned new Teaching methods.	3-4-2020

POEGREE COLLEGE NO: 1906 8 NO: 1906 8

Quality Assurance Initiatives



PROCEEDINGS OF IQAC 2018-2019



TAPASYA DEGREE COLLEGE,

LAKDI KA POOL, HYDERABAD

ORDER

Internal Quality Assurance Cell (IQAC) is formed at Tapasya Degree College, Lakdi Ka Pool, Hyderabad, with following members representing different stakeholder groups. This is as per the guidelines of National Assessment and Accreditation Council (NAAC).

Members of IQAC (2018-19)

Sno	Name	Designation	Representing group
1	Mr. K Prashanth Kumar	Principal Tapasya Degree College	Chairman
2	Mr. K. Srinivas Rao,	Director Tapasya Educational Institutions	Board of Management
3	Mr. M. Sateesh	Deputy General Manager- Degree Affairs	Senior Administration
4	MS. Tulsi Singh	Faculty of Languages	Faculty & IQAC Coordinator
5	Ms. Manasa Badigineni	Faculty of Management	Faculty
6	Mr. Srikanth Bakkad	Chief Financial Officer Pennar Industries Pvt Lid	Industry
7	Ms. Shiva Ranjani	Regional Manager, Magic Bus	Employer
8	Ms. Sreelekha	Home Maker	Parent
9	Mr. Zafar Khan	Local Corporator/ NGO President	Local Society
10	Mr. Modi Sravanthi	B. Com General	Alumni
11	Md. Taufeeq	B. Com Taxation second year	Student

College Code
No:1906

Principal

PRINCIPAL YA TO THE E COLLEGE

Red Hills, La. Januaruol, Hyderabad-04

Objectives of IQAC:

- > To enhance the quality of academic and administrative activities of the institution through continuous assessment and improvement processes.
- > To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.
- > To facilitate the creation of a learner-centric environment conducive for quality education and faculty development to foster innovative pedagogical practices.

Strategies:

- > Implementing a robust quality assurance framework, IQAC ensures regular monitoring and evaluation of academic and administrative processes within the college.
- > Promoting student-centric approaches through feedback mechanisms and grievance redressal systems, ensuring their active participation in shaping the educational environment.
- ➤ Encouraging interdisciplinary collaborations and industry linkages to align academic programs with current trends and industry requirements, enhancing the employability of graduates.
- > Implementing mechanisms for continuous quality improvement through regular assessment, analysis, and feedback loops across all facets of institutional operations.
- > Facilitating capacity building workshops and training sessions for faculty and staff to enhance their pedagogical skills, research capabilities, and administrative efficiency.
- > Establishing benchmarks and performance indicators to measure progress and identify areas for improvement, fostering a culture of data-driven decision-making.
- > Promoting research and innovation by providing resources and support for faculty members and students to undertake interdisciplinary projects and scholarly activities.

Functions:

- > Develop and implement policies and practices for maintaining academic quality standards across departments and programs.
- > Coordinate internal and external quality assessment processes, including regular audits, peer reviews, and accreditation evaluations.
- > Facilitate faculty development initiatives to enhance teaching effectiveness, research productivity, and professional growth.
- > Monitor and evaluate the effectiveness of administrative processes and support services to ensure efficiency and student satisfaction.



- ➤ Collect and analyse data on student performance, faculty workload, infrastructure utilization, and other relevant metrics to inform decision-making and quality enhancement strategies.
- > Foster a culture of continuous improvement by promoting innovation, best practices, and collaborative efforts among stakeholders to address emerging challenges and opportunities.

PRINCIPAL
TAPASYA DEGREE COLLEGE
Red Hills, Lakdikapool, Hyderabad-04



College Code: 1906 AISHE:C-50243

Estd: 2014



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Ref.No: TDC/IQAC/2018-19/06

CIRCULAR

Date:23-7-2018

This is to inform all the IQAC members that there will be a meeting scheduled on 26-7-2018. All the IQAC members are requested to attend the meeting. Details of the meeting are as follows:

Venue: Seminar Hall

Date: 26-7-2018

Time: 10:00 AM

Agenda of this meeting is:

- 1. Preparation of Academic documents like lesson plans, time-tables for semester
- 2. Discussion on Planning Orientation sessions and Cultural activities.
- 3. Discussion on NAAC Related work with IQAC coordinators.
- 4. Discussion on assigning Mentors and Maintenance of Mentor

Principal

Copy to:

- 1. All the Faculty Members
- 2. Administrative Officer.
- 3. All the IQAC Members.
- 4. Concern File
- 5. Notice Board



PRINCIPAL
TAPASYA DEGREE COLLEGE
Landikapool, Hyderabad-04

Minutes of Meeting

Minutes of Meeting of IQAC held on 26-7-2018

Time: 10:00 AM 12:30 PM

Venue: Seminar Hall

The following members attended the meeting of internal Quality Assurance Cell

Members of IQAC (2018-19)

Sno	Name	Designation	Signature
1	Mr. K Prashanth Kumar	Chairman	los
2	Mr. K. Srinivas Rao,	Board of Management	Invola Reio
3	Mr. M. Sateesh	Senior Administration	Sataly
4	MS. Tulsi Singh	Faculty of Languages	They
5	Ms. Manasa Badigineni	Faculty of Management	Maralal,
6	Mr. Srikanth Bakkad	Industry	Soldeller
7	Ms. Shiva Ranjani	Employer	shalle in
8	Ms. Sreelekha	Parent	Leolis
9	Mr. Zafar Khan	Local Society	Lafan
10	Mr. Modi Sravanthi	Alumni	Mede
11	Md. Taufeeq	Student	tayleeg

OEGREE COLLEGE COde MANO 1906 STATE OF THE CONTRAPOSITION OF THE C

PRINCIPAL
TAPASYA DEGREE COLLEGE
Red Hills, Lakdikapool, Hyderabad-C

The resolutions made in the meeting are presented below.

1. Preparation of Academic documents like lesson plans, time-tables for semester

Need to prepare -academic Documents such as Lesson Plan and Time tables for the even semester with the concerned Faculty and Admin Staff.

2. Discussion on Planning Orientation Sessions and Cultural activities.

Orientation sessions and Cultural activities to be discussed and planned for even semester.

3. Discussion on NAAC Related work with IQAC coordinators.

NAAC Work need to be distributed and assigned among the faculty members and IQAC Members.

4. Discussion on Assigning Mentors and Maintenance of Mentor Dairy

Mentors need to be assigned and Mentorship Diary need to be prepared and updated regularly.

Action Taken Report:

S.NO	Topic Discussed	Date of Discussion	Action Taken	Date of Closure
1.	Preparation of Time Tables and Lesson Plans for even semester.	26-7-2018	Principal and Faculty members discussed and planned the time tables and lesson plans.	3-8-2018
2.	Discussion on Orientation Classes and Cultural events.	26-7-2018	Management, faculty and Students organized a meeting and planned for both.	14-8-2018
3.	Discussion on NAAC related work with IQAC members	26-7-2018	Conducted meeting with IQAC members and NAAC members	22-8-2018
4.	Discussion on Assigning Mentors and Mentor dairy maintenance.	26-7-2018	Principal Assigned Mentors and instructed about Mentor Diaries.	16-8-2018



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Estd: 2014



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Ref.No: TDC/IQAC/2018-19/27

CIRCULAR

Date: 20-9-2018

This is to inform all the IQAC members that there will be a meeting scheduled on 24-9-2018 All the IQAC members are requested to attend the meeting. Details of the meeting are as follows:

Venue: Seminar Hall

Date: 24-9-2018

Time: 10:00 AM

Agenda of this meeting is:

- 1. Discussion on Syllabus Completion.
- 2. Discussion on Internships and Add-on Courses.
- 3. Discussion on Extension Activities.

Copy to:

- 1. All the Faculty Members
- 2. Administrative Officer.
- 3. All the IQAC Members.
- 4. Concern File
- 5. Notice Board



TAPASYA DEGREE COLLEGE Red Hills, Lakdikapood, Hyderabad-04

Principal

Minutes of Meeting

Minutes of Meeting of IQAC held on 24-9-2018

Time: 10:00 AM 12:30 PM

Venue: Seminar Hall

The following members attended the meeting of internal Quality Assurance Cell

Members of IQAC (2018-19)

Sno	Name	Designation	Signature
1	Mr. K Prashanth Kumar	Chairman	fal
2	Mr. K. Srinivas Rao,	Board of Management	Smus Pero.
3	Mr. M. Sateesh	Senior Administration	Screek
4	MS. Tulsi Singh	Faculty of Languages	Tulio
5	Ms. Manasa Badigineni	Faculty of Management	Marvello
6	Mr. Srikanth Bakkad	Industry	Saloubt
7	Ms. Shiva Ranjani	Employer	Shouldt Swa Regula
8	Ms. Sreelekha	Parent	Leboy.
9	Mr. Zafar Khan	Local Society	Zalav
10	Mr. Modi Sravanthi	Alumni	marcha
11	Md. Taufeeq	Student	Parteg

College Code Mo:1906 %
No:1906 %

PRINCIPAL
TAPASYA DEGREE COLLEGE
Red Hills, Lakdikapool, Hyderabad-na

The resolutions made in the meeting are presented below:

1. Discussion on Syllabus Completion.

Need to discuss and plan Syllabus completion on time.

2. Discussion on Internships and Add-on Courses.

Mentors and Club In-charges need to discuss with faculty members to improve Students participation in Club activities and register actively for internships.

3. Discussion on Extension activities.

Need to discuss and focus on the contributions of college to social outreach and extension activities.

Action Taken Report:

S.NO	Topic Discussed	Date of Discussion	Action Taken	Date of Closure
1.	Discussion about syllabus completion.	24-9-2018	Principal and Faculty members discussed and planned about completing the Syllabus on time.	3-10-2018
2.	Discussion on Increasing Student participation in Club Activities and Add- on courses.	24-9-2018	Mentors and Club In-charges discussed and planned to encourage students to participate in club activities and Add-on Courses.	5-10-2018
3.	Discussion on Extension activities.	24-9-2018	Principal, Management and faculty discussed and planned extension activities for the year.	8-10-2018



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TAPASYA DEGREE COLLEGE
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Estd: 2014



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Ref.No: TDC/IQAC/2018-19/39

CIRCULAR

Date:22-1-2019

College Code: 1906

AISHE: C-50243

This is to inform all the IQAC members that there will be a meeting scheduled on 24-1-2019. All the IQAC members are requested to attend the meeting. Details of the meeting are as follows:

Venue: Seminar Hall

Date: 24-1-2019

Time: 10:00 AM

Agenda of this meeting is:

- 1. Preparation of Academic documents like lesson plans, time-tables for semester
- 2. Discussion on NAAC Related work with IQAC coordinators.
- 3. Discussion on Planning CRT Classes and Placements
- 4. Discussion on Preparation of Students for Competitive exams and Entrance Tests.

Copy to:

1. All the Faculty Members

2. Administrative Officer.

3. All the IQAC Members.

4. Concern File

5. Notice Board



PRINCIPAL
TAPASYA DEGREE COLLEGE
Red Hills, Lakdikapool, Hyderabad-04

Principal

Minutes of Meeting of IQAC held on 24-1-2019

Time: 10:00 AM 12:30 PM

Venue: Seminar Hall

The following members attended the meeting of internal Quality Assurance Cell

Members of IQAC (2018-19)

Sno	Name	Designation	Signature
1	Mr. K Prashanth Kumar	Chairman	Borres
2	Mr. K. Srinivas Rao,	Board of Management	Somre Kao.
3	Mr. M. Sateesh	Senior Administration	Some Rao.
4	MS. Tulsi Singh	Faculty of Languages	Tu \$1
5	Ms. Manasa Badigineni	Faculty of Management	Monery
6	Mr. Srikanth Bakkad	Industry	Sneeuli.
7	Ms. Shiva Ranjani	Employer	Shelm Rejort
8	Ms. Sreelekha	Parent	Lelolog
9	Mr. Zafar Khan	Local Society	Zarfon
10	Mr. Modi Sravanthi	Alumni	Midel !
11	Md. Taufeeq	Student	1 largees

College Code W No:1906 **

TAPASYA DEGREE GODULEREE The resolutions made in the meeting are presented below.

1. Preparation of Academic documents like lesson plans, time-tables for semester.

Need to discuss and plan for the preparation of academic documents such as lesson plans and time tables for the odd semester.

2. Discussion on NAAC Related work with IQAC coordinators.

IQAC Coordinators need to discuss and instruct NAAC members about the timely collection and compiling of data.

3. Discussion on Planning CRT Classes and Placements.

Discussions to be made on CRT Classes and conducting Placements in the odd semester.

4. Discussion on Preparation of Students for Competitive exams and Entrance Tests.

Need to plan and discuss conducting classes for Competitive exams and Entrance Tests.

Action Taken Report:

S.NO	Topic Discussed	Date of Discussion	Action Taken	Date of Closure
1.	Preparation of Academic documents like lesson plans, time-tables for semester.	24-1-2019	Principal and Faculty members discussed and planned the time tables and lesson plans for the odd semester.	4-02-2019
2.	Discussion on NAAC Related work with IQAC coordinators.	24-1-2019	IQAC Coordinators discussed and instructed the NAAC members regarding data collection and compiling.	6-02-2019
3.	Discussion on Planning CRT Classes and Placements.	24-1-2019	TPO and Placement Incharges planned the CRT Classes and Placement Drives for the odd semester.	8-02-2019



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4.	Discussion on	24-1-2019	Principal and	11-02-2019
	Preparation of Students to		Faculty	
	Competitive Exams and		discussed and	
	Entrance Tests.		outsourced the	
			services of	
			Trainer for	
			competitive	
			Exams and	
			Entrance Tests.	



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College Code: 1906 AISHE: C-50243

Estd: 2014



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(Affiliated to Osmania University)

ISO 9001: 2015 Certified Institution

11-5-449, Opp. Shah Function Hall, Red Hills, Lakdikapul, Hyderabad, Telangana 500004

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Ref.No: TDC/IQAC/2018-19/53

CIRCULAR

Date:22-3-2019

This is to inform all the IQAC members that there will be a meeting scheduled on 25-3-2019. All the IQAC members are requested to attend the meeting. Details of the meeting are as follows:

Venue: Seminar Hall

Date: 25-3-2019

Time: 10:00 AM

Agenda of this meeting is:

- 1. Discussion on Syllabus Completion.
- 2. Discussion on NAAC with IQAC members.
- 3. Discussion on Industrial Visit.

Copy to:

- 1. All the Faculty Members
- 2. Administrative Officer.
- 3. All the IQAC Members.
- 4. Concern File
- 5. Notice Board



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Venue: Seminar Hall

The following members attended the meeting of internal Quality Assurance Cell

Members of IQAC (2018-19)

Sno	Name	Designation	Signature
1	Mr. K Prashanth Kumar	Chairman	Rah
2	Mr. K. Srinivas Rao,	Board of Management	smal dolo.
3	Mr. M. Sateesh	Senior Administration	Safeely
4	MS. Tulsi Singh	Faculty of Languages	Tula
5	Ms. Manasa Badigineni	Faculty of Management	Mouriely
6	Mr. Srikanth Bakkad	Industry	Solacti
7	Ms. Shiva Ranjani	Employer	Solati The form
8	Ms. Sreelekha	Parent	Leldie
9	Mr. Zafar Khan	Local Society	Zafav
10	Mr. Modi Sravanthi	Alumni	Mede
11	Md. Taufeeq	Student	Taufces

College Code
No:1906

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The resolutions made in the meeting are presented below:

1. Discussion on Syllabus Completion.

Need to discuss and plan on completing syllabus on time

2. Discussion on NAAC with IQAC members.

Discussion on NAAC with IQAC members.

3. Discussion on Industrial Visit.

Planning to be made on Industrial visits.

Action Taken Report:

S.NO	Topic Discussed	Date of Discussion	Action Taken	Date of Closure
1.	Discussion on Syllabus Completion.	25-03-2019	Principal and Faculty members discussed and planned about completing the Syllabus on time.	29-03-2019
2.	Discussion on NAAC with IQAC members.	25-03-2019	IQAC members discussed and planned about the NAAC proceedings with NAAC members.	30-03-2019
3.	Discussion on Industrial Visit.	25-03-2019	Principal and Faculty members discussed and planned Industrial visits.	2-04-2019



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