SRI A.S.N.M.GOVERNMENT COLLEGE (A), PALAKOL
5th GOVERNING BODY MEETING FOR 2021-22 AND 2022-23
Date of Meeting: 13th December, 2022, 10 am

Venue: Sri A S N M Government College (A), Palakol

S.No	Category	Designation on the Governing Body	Name of the Chairperson & members on GB of Sri A.S.N.M. Government College (A), Palakol
1	Educationist	Chairperson	Dr. POLA BHASKAR, I.A.S., Commissioner of Collegiate Education, Mangalagiri
2	Industrialist	Member	Sri N.VENKATA NAGA PRASADA RAO Walchand Group, Lankalakoderu
3	Professional	Member	Dr.Ch.SATYANARAYANA MURTHY,MS,DGC Sri Venkateswara Nursing Home, Palakol
4	Teacher of the College	Member	Sri G. SRINIVASA RAO In-charge, Dept., of Physics
5	Teacher of the College	Member	Dr. V. YAMINI In-charge, Dept., of Chemistry
6	Educationist/Industrialist	Member	Dr. S. V. RANGA RAO Principal (Retired), SMBTAV and SN Degree College Veeravasaram
7	UGC Nominee	Member	Dr. S. C. SINGH Director, H N B Garwal University Srinagar
8	State Government Nominee	Member	Dr. R. DAVID KUMAR SWAMY Regional Joint Director of Collegiate Education, Rajahmahendravaram
9	University Nominee	Member	Dr. Ch. KRISHNA Principal (FAC), Govt., Arts College (A), Rajamahendravaram
10	Principal of the College, Ex-Officio Member	Member	Dr. T. RAJA RAJESWARI Principal, Sri ASNM Govt., College (A), Palakol
11	Special Invitee	Member	Dr. T. TULASI MASTANAMMA, Academic Guidance Officer, O/o the Commissioner of Collegiate Education, Mangalagiri
12	Special Invitee	Member	Smt A. ANURADHA, Chief Accounts Officer, O/o the Commissioner of Collegiate Education, Mangalagiri
13	Special Invitee	Member	Sri R. RAVIKIRAN, Academic Officer/In-charge of Autonomy, O/o the Commissioner of Collegiate Education, Mangalari

AGENDA

Academic Aspects:

1)To approve the ATR on Resolutions adopted in the Governing Body Meeting held on06-05-2021.

2) To ratify the Academic Calendar for the Academic Year 2021-22.

3) To approve of Academic Calendar for the Academic year 2022-23.

4) To approve the resolutions Academic Council meeting held on 13-12-2021& 06-12-2022

5) To ratify the discontinuation of uneconomic combinations as directed by the Commissioner of Collegiate Education for the academic year 2022-23.

6) To ratify the decrease in intake for the uneconomic combinations as directed by the Commissioner of Collegiate Education for the academic year 2022-23.

7) To discuss and approve Result Analysis of for the years 2020-21 and 2021-22

8) To discuss and approve the Admission Analysis for the Academic Years2021-22 and 2022-23.

9) To approve the blue print of the Semester-end examinations for each stream.

10)To Discuss on the proposal submitted by the Principal regarding change of timings of the College from 10:00 am- 5:00pm to 9:00am - 4:00pm

Administrative Aspects:

11)Ratification of Appointment of Vice-Principal, IQAC Co-ordinator and Academic Co-ordinator for the Academic years 2021-22 and 2022-23.

12) Ratification of appointment of Examinations Cell for the academic years 2021-22 and 2022-23.

13) Ratification of constitution of the Finance Committee for academic years 2021-22 and 2022-23.

14) To discuss and approve the proposal of engaging the Guest Faculty for the academic year 2022-23 where there exists workload against the sanctioned post and for the departments having workload and has no sanctioned post.

15) To discuss about collect maintenance charges for utilizing the college ground for any functions and events.

16) To Discuss and approve the proposal of the Principal for hiring the services of Security guard for the college from private security agency

Financial Aspects:

17) Resolutions adopted in the Finance Committee Meetings held on 30-04-2022 and 28-11-2022.

18) To Ratification and approval of the COE Activities i.e Expenditure incurred on BOS & Academic Council meeting honorarium from the COE Funds

19)To Ratification and approval of the COE Activities i.e Remuneration for various Personnel in the Conduct of the Exams.

20)To Ratification and approval of the COE Activities i.e. Exam cell Budget

21) To Discuss and approve the proposal submitted by the Examination cell for collecting for collecting Rs.1000/- from Third Party Consultancy Services for issuing Genuiness certificate (Student Verification certificate).

22) To Discuss and approve the proposal submitted by the Examination cell for collecting Graduation Day fee from the final year degree students along with the Examination fee.

23) To Discuss and approve the proposal submitted by the Department of Library Science for Purchase of furniture for Library

24) To ratify the resolution of the staff council regarding Collection of a Minimum amount of Rs.100/- from the Passed out students towards stake holder contribution to the CPDC account.

25) To Discuss and approve the proposal of the principal in transferring an amount ofRs.4,71,236/- along with accrued interest from the Special fee a/c of HDFC Bank A/c No: 50100410900056) to the Special fee account of Union Bank of India(A/c No:498402010016411)

26) To Discuss and approve the proposal of the library in charge and resolution of the Staff Council dated 06-12-2022 for constructing Reading room with approximately ofRs.2,00,000/- from accumulated special fee funds.

27) To Discuss and approve the proposal of the in-charge of Physical Director and resolution of the staff council dated 06-12-2022 for construction of Yoga and Meditation Hall with approximately of Rs.2,00,000/- from accumulated special fee funds.

28) To Discuss and approve the resolution of the CPDC dated 03-12-2022 for utilizing an amount of Rs.31,00,484/- for NAAC Preparation works from the accumulated special fee funds.

29) To Discuss and approve the Proposal for Establishment of NRC inB.Com-Computer Application Lab.

30) To Discuss and approve the Proposal for Establishment of ELL (English Language Lab) in the JKC Lab.

31) To discuss and approve the resolution of CPDC dated 10-10-2022 and special fee resolution for utilizing an amount of Rs.14,95,800/-

32) No UGC Grants are receiving since 2021 to till date

33) To Discuss and approve the expenditure of the Governing Body Meeting and Graduation Day from Examination Cell.

Any other items with the permission of the Chair.

5^{th}GOVERNING BODY MEETING
Minutes of the Meeting
Date: 13^{th} December, 2022

ACADEMIC ASPECTS

Agenda Point 1: ATR on resolutions adopted in the Governing Body Meeting held 06-05-2021.

Description: During the 4^{th}Governing Body Meeting held on 06-05-2021certain resolutions were adopted. The Action Taken Report on the required Resolutions is placed before the Governing Body for approval.

Proposal: The ATR on the resolutions adopted in the previous Governing Body Meeting held on 06-05-2021 may be considered for approval.

Resolution: The Action Taken Report with a direction from the Commissioner of Collegiate Education to get the Solar Plant repaired and restored and also to prepare the Action Taken Report on all the Resolutions of the previous Governing Body meetings, is approved.

Agenda Point 2: Ratification of Academic Calendar for the Academic Year 2021-22

Description: The Academic Calendars for the Academic Year 2021-22 have been prepared separately for 1^{st} Year, 2^{nd}& 3^{rd} Years.

Proposal: It is placed before the Governing Body for ratification and approval.

Resolution: The Academic Calendar for the academic year 2021-22 is ratified.

Agenda Point 3: To approve the Academic Calendar for the Academic Year 2022-23

Description: The Academic Calendars for the Academic Year 2022-23 have been prepared separately for 1^{st} Year and 2^{nd}& 3^{rd} Years.

Proposal: The Academic Calendar prepared for the Academic Year 2022-23for the college in terms of GORT No 189, Department of Higher Education (UE), dated 02-12-2022, placed before the Governing Body for approval.

Resolution: The Governing Body approved the Academic Calendar for the Academic Year 2022-23.

Agenda Point 4: Ratification of Resolutions adopted in the Academic Council Meeting held on 13-12-2021 & 06-12-2022

Description: The Academic Council Meetings of the College were held on 13-12-2021 &06-12-2022 for the Academic Years 2021-22 & 2022-23 and the resolutions adopted in the Meeting are Submitted.

Proposal: The resolutions adopted in the Academic Council meetings held on 13-12-2021 &06-12-2022are placed before the Governing Body for ratification and approval.

Resolutions: 4 a) The resolutions adopted in the Academic Council meeting held on 13-12-2021 are ratified without any modifications.

4b) The Resolutions of the Academic Council meeting dated 06-12-2022 are ratified with the following suggestions of the Commissioner of the Collegiate Education:

i) The particulars provided on conducting Certificate Courses should be comprehensive and the details of number of students enrolled and attended for the Examination and the number of Course completed students along with the pass percentage of the Certificate Course are to be reflected in the Agenda Notes submitted to the Governing Body meeting.

Agenda Point 5: To ratify the discontinuation of uneconomic combinations as directed by the Commissioner of Collegiate Education for the academic year 2022-23.

Description: The Special Commissioner of Collegiate Education has given proceedings to the Closure of Uneconomic combination of Courses vide Proc.Rc.No.25/GDC-CS/2021, Dated 14.07.2022.

Proposal: It is proposed for the closure of two Uneconomic Combinations i.e
B.Sc (Mathematics, Chemistry, Industrial Chemistry),
B.A (History, Economics, Functional Telugu)

Resolution: While ratifying the discontinuation of the Uneconomic Combinations, the Chairman of the Governing Body suggested the Principal to take necessary measures for improving the intake in such courses and to create awareness on the courses among the students. The Chairman, further, suggested that to propose the discontinuation of any uneconomic courses whose admissions are 'zero' for three years continuously.

Agenda Point 6:To ratify the decrease in intake for the uneconomic combinations as directed by the Commissioner of Collegiate Education for the academic year 2022-23.

Description: It is proposed to reduce the B.Sc (Mathematics, Physics, Computer Science) intake 60 to 40 as per the Proceedings of the Special Commissioner of Collegiate Education, as per the Proc.Rc.No.25/GDC- CS/2021, Dated 14.07.2022 for the academic year 2022-23.

Proposal: It is submitted to the Governing Body for the approval.

Resolution: The Apex Body approved the proposal of reducing the intake for B Sc (Mathematics, Physics, Computer Science) from 60 to 40. However, the Commissioner of Collegiate Education emphasized on the improvement of intake for all the courses and combinations. The Principal responded positively and submitted that necessary steps will be taken for sustaining the actual intake of all the courses and combinations in future.

Agenda Point 7: To discuss and approve Result Analysis of for the years 2020-21 and 2021-22

Description: The Programme wise Results for 2020-21 (Even and odd Semester) & 2021-22 (Even and odd Semester)

Proposal: The Programme wise result analysis for the academic years 2020-21 and 2021-22 is presented before the Governing Body for approval.

Discussion: The Controller of Examinations of the College submitted the Result Analysis of for the years 2020-21 and 2021-22 for the approval of the Governing Body. After examining the results, the Commissioner of Collegiate Education suggested that hereinafter the result analysis should cover the following aspects:

a) Semester-wise and Programme-wise Results for all the Semesters
b) Lecturer-wise Results for all the Programmes for all the Semesters

Resolution: With the above suggestions of the Commissioner of Collegiate Education, the Result Analysis for the years 2020-21 and 2021-22 are is approved.

Agenda8: To discuss and approve the Admission Analysis for the Academic Years 2021-22 and 2022-23.

Description: The admissions for the Academic Year 2021-22 and 2022-23 has been conducted by the Government of A.P, Vijayawada through OAMDC (Online Admissions Module for Degree Colleges) online platform for all UG Programmes.

A total of 380 and 177 students admitted into various UG Programmes against the Sanctioned strength of610 and 590 respectively for the academic years 2021-22 and 2022-23, and a PG Programme in M.Sc(Aquaculture) has been introduced in the Academic Year 2021-22where 9 students were already admitted against30Sanctioned seats.

***Proposal*:** It is submitted to the Governing Body for the approval.

Resolution: The Admission analysis for the academic years 2021-22 and 2022-23 are approved.

Agenda 9: To approve the blue print of the Semester-end examinations for each stream.

Description: All the departments have prepared the blue prints and approved in Board of Studies are submitted in Examination Cell.

***Proposal*:** It is submitted to the Governing Body for the approval

Discussion: After examining the blue prints of the Semester-end examinations by the Controller of Examinations, the Chairman of the Governing Body suggested that hereinafter all the Government Autonomous Colleges should conduct the meetings of the Board of Studies of their departments as per the common guidelines of the office of the Commissioner of Collegiate Education which will be issued shortly.

Resolution: After the above discussions, the model blue print of the Semester-end examinations of the College is approved.

Agenda 10: To discuss on the proposal submitted by the Principal regarding change of timings of the College from 10:00 am- 5:00pm to 9:00am - 4:00pm

Description: The Principal submitted to the Governing body that students are suffering to catch the buses to their home towns after 5pm in the evenings as many of the RTC Buses are not available after 4pm and this is resulting in students' exit from the college at 4:00pm by not attending the last hour. In this connection it is proposed to shift the college timings from 10:00 am- 5:00pm to 9:00am - 4:00pm enabling the students to attend all the classes in a day regularly and to reach their residing places in time. However the six periods remains same as it was in the existing timings.

***Proposal*:** It is submitted to the Governing Body for the approval

Resolution: The proposal of change in existing timings from 10 am to 5 pm to 9 am to 4 pm is approved subject to a condition that there should not be any reduction of working hours of the college, i.e., 6 hours, a day.

ADMINISTRATIVE ASPECTS:

Agenda Point11: Ratification of Appointment of Vice-Principal, IQAC Co-ordinator and Academic Co-ordinator for the Academic years 2021-22 and 2022-23.

a)Appointment of Vice-Principal

Description: An experienced senior staff member need to be placed as Vice-Principal. In this connection the senior most Lecturer Sri G.Srinivasa Rao, Lecturer in Physics is placed as the Vice-Principal of the College.

S.No	Name	Designation	Nominated as	Period
1	Sri G.Srinivasa Rao	Lecturer in Physics	Vice- Principal	03-01-2022

(b) Appointment of IQAC Coordinator

Description: As the college is due for NAAC Assessment for which an experienced senior staff member need to be placed as Coordinator, IQAC. In this connection, Senior Lecturer Sri G. Srinivasa Rao, Lecturer in Physics is placed as the coordinator to look after IQAC activities as well as the NAAC Activities.

S.No	Name	Designation	Nominated as	Period
1	Dr.A.P.V.Apparao	Lecturer in Physics	IQAC Coordinator	03-1-2021 to 23-1-2022
2	Sri G.Srinivasa Rao	Lecturer in Physics	IQAC Coordinator	24-01-2022 onwards

(c)Appointment of Academic Coordinator for the Academic Years 2021-22 and 2022-23

Description: Dr. B. Subbalakshmi, Lecturer in Telugu is placed as Academic Coordinator for Academic Year2021-22 and Dr. V.Yamini, Lecturer in Chemistry is placed as Academic Coordinator for 2022-23.

S.No	Name	Designation	Nominated as	Period
1	Dr.S.B.Ronald	Lecturer in Chemistry	Academic Coordinator	03-1-2021 to 23-1-2022
2	Dr. B.Subbalskshmi	Lecturer in Telugu	Academic Coordinator	24-01-2022 to 20-06-2022
3	Dr. V.Yamini	Lecturer in Chemistry	Academic Coordinator	21-06-2022 onwards

Proposal: It is submitted to the Governing Body for ratification and approval of the appointment of Vice-Principal, IQAC Coordinator and Academic Coordinator for the Academic Year 2019-20 and 2020-21.

Resolution: The appointments submitted in the agenda item 11 (a), (b) and (c) are ratified and approved for the year 2021-22 and 2022-23, respectively.

Agenda Point 12: Ratification of appointment of Examinations Cell for the academic years2021- 22 and 2022-23.

Description: As per the staff council resolutions, the Controller of Examinations is appointed for the academic years2021-22 and2022-23.The Governing Body of the college is requested to ratify the nomination and tenure of the Controller of the Examinations for the said period and grant permission for reconstitution of the Autonomous Examinations cell with the following members.

2021-22

S.No	Name	Designation	Nominated as	Period
1	Dr.A.P.V.Apparao	Lecturer in Physics	Controller of Examinations	2021-22
2	Dr.K.Ramnarayana	Lecturer in Physics	Member	2021-22
3	Dr.N.Vijaya Kumar	Lecturer in Chemistry	Member	2021-22
4	Dr.V.Yamini	Lecturer in Chemistry	Member	2021-22

2022-23

S.No	Name	Designation	Nominated as	Period
1	Sri T. Krishna	Lecturer in Political Science	Controller of Examinations	2022-23
2	Dr. B. Subbalakshmi	Lecturer in Telugu	Member	2022-23
3	Dr. V. Yamini	Lecturer in Chemistry	Member	2022-23

Resolution: The Appointment of Controller of Examinations and reconstitution of Examinations Cell are ratified for the year 2021-22 and approved for the year 2022-23.

Agenda Point13: Ratification of constitution of the Finance Committee for academic years2021-22 and 2022-23.

Description: As per the resolutions adopted in the 4th Governing Body meeting, the earlier Finance Committee duration was elapsed. Hence, as per the rules invoke the Body of Finance Committee has been reconstituted for the period of two years w.e.f.

2021-22

S.No	Name	Designation	Period
1	Dr.T. Raja Rajeswari, Principal, Sri A.S.N.M.Govt College(A), Palakol	Chairman	2021-22
2	Sri G.Srinivasa Rao, Lecturer in Physics, Sri A.S.N.M.Govt College(A), Palakol (Senior Faculty Member Nominated by Principal)	Member	2021-22
3	Dr. B. Subbalakshmi, Lecturer in Telugu	Member	2021-22
4	Sri T.Krishna, Lecturer in Political Science	Member	2021-22
5	Sri N.Satyanarayana, Finance Officer,AKNU	Member	2021-22
6	Dr.V.Yamini, Lecturer in Chemistry	Special Invitee	2021-22
7	Smt P.Nagamani, Store Keeper	Special Invitee	2021-22

2022-23

S.No	Name	Designation	Period
1	Dr.T. Raja Rajeswari, Principal, Sri A.S.N.M.Govt College(A), Palakol	Chairman	2022-23
2	Sri G.Srinivasa Rao, Lecturer in Physics, Sri A.S.N.M.Govt College(A), Palakol (Senior Faculty Member Nominated by Principal)	Member	2022-23
3	Sri K.Srinivasa Rao, Finance Officer, AKNU	Member	2022-23
4	Sri T. Krishna, Lecturer in Political Science(Faculty Member to be approved by the Governing Body)	Member	2022-23

Proposal: It is placed before the Governing Body of the college to ratify and approve.

Resolution: The constitution of Finance Committee with the above members is approved.

Agenda Point 14:To discuss and approve the proposal of engaging the Guest Faculty for the academic year 2022-23 where there exists workload against the sanctioned post and for the departments having workload and has no sanctioned post.

Description: Principal has submitted to the Governing Body that there is a need of engaging Guest Faculty in view of the workload and shortage of staff

Proposal: It is submitted to the Governing Body for approval

Resolution: The Governing Body approved the proposal of engaging guest faculty for the academic year 2022-23 for the needed faculties.

Agenda Point 15:To discuss about collect maintenance charges for utilizing the college ground for any functions and events and to approve the resolution of the Staff Council dated 11-04-2022 made to this effect.

Description: In the recent days, some representatives from various private organizations are approaching the Principal of the college seeking permission to utilize the college ground for various private functions/programmes. To generate some revenue from the external sources, it is proposed to collect some amount from such organizations. The same was discussed in the Staff Council meeting held on 11-04-2022 and made a resolution as mentioned below.

1) Ground Preparation charges : 10,000/-
2) Refundable caution Deposit : 15,000/-
3) Rental charges on the day of event : 15,000/- (this should be in the linesof the CCE Proceedings Rc No 02/OP.II/2014, dated 26-05-2015 communicated vide Procs. of the RJDCE, Rajamahendravaram Rc. No 189/B.3/2022, dated 31-03-2022)
4) The electricity provision should be made on the own cost of the Organisers by arranging Generator and drinking water should also be arranged by them.

Resolution: The Governing Body approved the proposal.

Agenda 16: To Discuss and approve the proposal of the Principal for hiring the services of Security guard for the college from private security agency.

Description: It is submitted to the Governing Body that due to shortage of staff and to control the public entering into the college campus without prior permission of the Principal, it is proposed to establish a time office /Security post at the entrance of the College.

Proposal: It is submitted to the Governing Body for approval

Discussion: As this agenda item was not discussed in the Governing Body, this agenda item is to be placed in the next meeting of the Governing Body.

FINANCIAL ASPECTS

Agenda point 17: Resolutions adopted in the Finance Committee Meetings held on 30-04-2022.

Description: The Resolutions adopted in the Finance Committee Meeting held on 30-04-2022 are submitted.

Proposal: The Resolutions adopted in the Finance Committee Meetings held on 30-04-2022 are given in are presented before the Governing Body for approval.

Discussion: As per the directions of the Commissioner of Collegiate Education, the CAO from the office of the Commissioner of Collegiate Education, visited the college and examined the resolutions of the meeting of the Finance Committee dated 30-04-2022.

Resolution: The resolutions of the Finance Committee Meeting dated 30-04-2022 are approved.

Agenda Point 18: To Ratification and approval of the COE Activities i.e., Expenditure incurred on BOS & Academic Council meeting honorarium from the COE Funds.

Description: As per the UGC Guidelines the expenditure incurred on the Conduct of BOS, Academic Council Meetings and GB Meetings is to be met from the COE Funds. The CAO from the office of the Commissioner of Collegiate Education visited the college and examined the expenditure statements and Accounts pertaining to COE activities i.e., Expenditure incurred on BOS & Academic Council meeting honorarium from the COE Funds and found correct.

Proposal: It is submitted to the Governing Body for approval

Resolution: The Governing Body ratified and approved the proposal.

Agenda Point 19: To Ratification and approval of the COE Activities i.e Remuneration for Various Personnel in the Conduct of the Exams.

Description: The expenditure incurred by the Examination Cell for paying remuneration for various personnel for the conduct of Exams at various levels is presented. The CAO from the office of the Commissioner of Collegiate Education visited the college and examined incurred by the Examination Cell for paying remuneration for various personnel for the conduct of Exams and found correct.

Proposal: It is submitted to the Governing Body for approval

Resolution: The statement of expenditure presented by the Examinations Section is approved.

Agenda Point 20: To Ratification and approval of the COE Activities i.e. Exam cell Budget for the years 2021-22 and 2022-23.

Description: Approval of Proposed Examination cell budget and ratification of Examination cell for the years 2021-22 and 2022-23. The CAO from the office of the Commissioner of Collegiate Education visited the college and examined the Examination Cell Budget and found correct.

Proposal: It is submitted to the Governing Body for approval

Resolution: The Governing Body approved the Examination Cell budget for the years 2021-22 and 2022-23.

Agenda Point 21 to 33 to be discussed in the next GB Meeting

Chairman of Governing Body &
Commissioner of Collegiate Education, AP

SRI ASNM GOVERNMENT COLLEGE (AUTONOMOUS), PALAKOL

(Reaccredited with "B" Grade by NAAC with 2.61 CGPA)

ACADEMIC COUNCIL MEETING FOR THE YEAR 2022-23

Date: 06-12-2022

SRI ASNM GOVERNMENT COLLEGE (AUTONOMOUS), PALAKOL
(Reaccredited with "B" Grade by NAAC with 2.61 CGPA)
ACADEMIC COUNCIL MEETING FOR THE YEAR 2022-23

NOTICE Date: 05-12-2022

All the members of the Academic Council are informed that the meeting of the Academic Council will be held on 06-12-2022 at 3:00 PM in the Principal's chamber to transact the following agenda.

AGENDA:

1 To ratify the resolutions of the previous Academic Council meeting held on 13-12-2021.

2 To consider and approve the syllabi, examination patterns and the list of examiners as approved in the Board of Studies meetings held during 30-07-2022 to 18-08-2022 for the academic year 2022-23.

3 To ratify the introduction of new programmes, i.e., apprenticeship-based Degree programmes (B.B.A Tourism and Hospitality, B.B.A Retail Operations) suggested by the Commissioner of Collegiate Education, AP, Vijayawada, vide Proceedings Rc No: 02/CCE-Acad.Cell/SSCs/A.C-612022, dated 14-06-2022) from the academic year 2022-23.

4 To consider and approve evaluation of the Semester-end Examinations and Continuous Internal Assessment (SEE & CIA) in the ratio of 60:40 for the degree students from the 2022-23 admitted batch.

5 To adopt and implement the guidelines and modalities given by the Commissioner of Collegiate Education vide Procs Rc. No: 003/Academic Cell/AC-10/1/2022, dated: 06-04-2022 with regards to Continuous Internal Assessment.

Methodology for Continues Internal Assessment for I and II semester:

Direct Method: 35 Marks comprising of 1st Mid Exam for 20 Marks and 2nd Mid Exam for 15 Marks

Indirect Method: 15 Marks comprising of

Cleaning, Greening and Attendance : 5 M (90% to 100% - 5M, 80-89% - 4M, 75-79% - 3M)
Any one Pedagogy Method : 5 M (Project work/Role play/Classroom Seminar/Quiz/Group Discussion etc.)
Assignments : 5 M
and total 50 marks will be scale-down to 40 Marks.

6 To discuss and approve the awarding Non-academic Credits for Extension Activities suggested by APSCHE (Curricular Frame Work) being offered from the admitted batch of the Academic year 2020-21.

7 To ratify the Community Service Projects (CSP), student internship and Apprenticeship/On-Job training suggested by APSCHE vide GOMs No 9, Higher Education (EC) Department, dated 11-03-2022 and being offered for the degree students of 2020-21 admitted batch.

8 To consider and approve the conduct of certificate courses by various departments for the 2nd year students during the academic year 2022-23. The list of proposed certificate courses is placed before the Academic Council for consideration and approval.

List of Certificate Courses proposed by various departments from 2022-23

	Department	Name of the Certificate Courses proposed
1	Mathematics	Basic Mathematics
2	Physics	Instrumentation Basics and Technical Skill Development
3	Chemistry	Technology for Electric Vehicles
4	Botany	Mushroom Culture
5	Zoology	Pearl Oyster Culture
6	Computers	Microsoft Office Tools and Basic Networking Concepts
7	Commerce	e-Commerce
8	Economics	Office Management

9 To engage the Guest Faculty for the academic year 2022-23 where there exist workload against the sanctioned post and for the departments having workload and has no sanctioned post.

10 To discuss and approve collecting condonation fee from the students who fall shortage of attendance.

11 To ratify 04 Life Skill Courses and 13 Skill Development Courses which were directed by the CCE and are being offered from the admitted batch of 2021-22. The lists of said courses are placed before the Academic Council for ratification.

Life Skills Courses :

Semester – I : Human Values and Professional Ethics (HVPE)
Semester – II : Information and Communication Technology
Semester – III : Analytical Skills, Environmental Education

Skill Development Courses:

Semester –I : Tourism Guidance, Insurance Promotion
Electrical Appliances, Plant Nursery

Semester –II : Survey& Reporting, Social Work, Business Communication,
Logistics & Supply Chain Management
Solar Energy, Dairy Techniques

Semester – III : Financial Markets, Retailing, Poultry Farming

11 To discuss and approve the introduction of value added courses to the 1st year Degree Courses from the academic year 2022-23.

01 Economics: Value Added Course on 'Entrepreneurship Development'
02 Commerce: Value Added Course on 'Intellectual Property Rights'

12 Any other matter with the permission of the Chair.

5/12/2022
PRINCIPAL
PRINCIPAL
Sri A.S.N.M. GOVT. COLLEGE (A)
PALAKOL-534 260, W.G.DIST.

SRI ASNM GOVERNMENT COLLEGE (AUTONOMOUS), PALAKOL

(Reaccredited with "B" Grade by NAAC with 2.61 CGPA)

ACADEMIC COUNCIL MEETING FOR THE YEAR 2022-23

The following members attended the Academic Council meeting on 6th December, 2022 and approved the resolutions:

	Name	Designation	Signature
1	Dr. T. Raja Rajeswari	Principal & Chairperson	6/12/2022
2	Prof. T. Ashok, Registrar Dept. of English Adikavi Nannaya University Rajamahendravaram	University Nominee	
3	Dr. M. Kamala Kumari Dept. of CSE Adikavi Nannaya University Rajamahendravaram	University Nominee	
4	Dr. K. Ramaneswari Dept. of Zoology Adikavi Nannaya University Rajamahendravaram	University Nominee	6/12/22
5	Dr. B.V. Raghavaiah, MBBS, D.CH Sri Radhika Nursing Home Children Hospital,Palakol	Member (Medicine)	6.12.2022
6	Sri Nimmakayala Ramakrishna Industrialist, Walchand Group Lankalakoderu Project, W.G.Dt.	Member (Industry)	N. Ramakrishna
7	Sri V D S Kishore Assistant Engineer, APEWIDC Narsapur	Member (Engineering)	
8	Sri K.B. Srinadh Advocate, Judicial First Class Magistrate court, Palakol	Member (Law)	06/12/22
9	Sri V. David Dinakaran, In-Charge, Dept. of English	Member	
10	Dr. B. Subbalakshmi, In-Charge, Dept. of Telugu	Member	BS 6/12/22
11	Sri G. Srinivasa Rao, In-Charge, Dept. of Mathematics	Member	6/12/2022
12	Sri G. Srinivasa Rao, Vice Principal, IQAC Cordinator & In-Charge, Dept. of Physics	Member	6/12/2022

13	Dr. V. Yamini, In-Charge, Dept. of Chemistry	Member	V. Yamini 6/12/2022
14	Dr. M. Rama Krishna, In-Charge, Dept. of Botany	Member	M. Rama 6/12/22
15	Dr. M. Rama Krishna, In-Charge, Dept. of Zoology	Member	M. Rama 6/12/22
16	Sri K.Bhadrachalam, In-Charge, Dept. of Computer Science/Computer Applications	Member	[illegible]
17	Sri K Pardha Saradhi, In-Charge, Dept. of History	Member	K. Pardha Saradhi
18	Dr. Ch. Usha Rani, In-Charge, Dept. of Commerce	Member	Ch. Usha
19	Sri T. Krishna, In-Charge, Dept. of Political Science	Member	
20	Dr. Ch. Usha Rani, In-Charge, Dept. of Economics	Member	Ch. Usha
21	Dr. V. Yamini, In-Charge, Dept. of Chemistry	Convener Academic Council	V. Yamini 6/12/2022
22	Sri G. Srinivasa Rao, In-Charge, Dept. of Physics	Member Secretary (Nominated by the Principal)	[illegible] 6/12/2022
23	Sri T. Krishna, In-Charge, Dept. of Political Science & COE	Special Invitee	T. Krishna
24	Sri N.V.S.S. Patanjali, Superintendent	Special Invitee	

Place: Palakol
Date: 06th December, 2022

6/12/2022
Principal & Chairperson
Sri ASNM Government College (A)
Palakol

PRINCIPAL
Sri A.S.N.M. GOVT. COLLEGE (A)
PALAKOL-534 260, W.G.DIST.

SRI ASNM GOVERNMENT COLLEGE (AUTONOMOUS), PALAKOL
(Reaccredited with "B" Grade by NAAC with 2.61 CGPA)
ACADEMIC COUNCIL MEETING FOR THE YEAR 2022-23

Minutes of the meeting of the Academic Council of Sri ASNM Government (Autonomous) College, Palakol, held on 06th December, 2022 in the Principal's Chamber.

AGENDA ITEMS, DISCUSSIONS AND RESOLUTIONS THEREON:

1 To ratify the resolutions of the previous Academic Council meeting held on 13-12-2021.

Discussion:

The Principal and Chairperson of Academic Council submitted the Resolutions of the previous Academic Council meeting held on 13-12-2021 for the ratification of the Academic Council. (*Copy of the Previous Resolutions enclosed, **Page No: 07 to 09***)

Resolution 1: The Resolutions of the previous meeting of the Academic Council held on 13-12-2021 are ratified.

2 To consider and approve the syllabi, examination patterns and the list of examiners as approved in the Board of Studies of various faculties of the college for the academic year 2022-23 which are resolved in the meetings of the Board of Studies held during 30-07-2022 to 18-08-2022.

Discussion:

The meetings of the Board of Studies for the academic year 2022-23 were conducted by the departments during 30-07-2022 to 18-08-2022 in their respective departments under the chairmanship of the Head of the Departments/In-charge of the respective departments. In the said meetings, after thorough discussions among the members of the Board of Studies, resolutions have been made for all the Boards. The Heads of the departments have presented the resolutions of their respective Board's meetings to the Academic Council.

Resolution 2: The Resolutions of the Boards of Studies presented to the Academic Council are considered and approved.

3 To ratify the introduction of new programmes, i.e., apprenticeship-based Degree programmes (B.B.A Tourism and Hospitality, B.B.A Retail Operations) suggested by the Commissioner of Collegiate Education, AP, Vijayawada, vide Proceedings Rc No: 02/CCE-Acad.Cell/SSCs/A.C-612022, dated 14-06-2022) from the academic year 2022-23.

(*Copy of the CCE Proceedings enclosed, **Page Nos: 10 to 13***)

Discussion:

The Principal submitted that the Commissioner of Collegiate Education has directed to introduce various UG Programmes in the Government Degree Colleges of the State from the Academic Year 2022-23. In part of that, the college was directed to introduce said two courses, i.e., BBA in Tourism and Hospitality, BBA in Retail Operations from the academic year 2022-23.

Resolution 3: The Proposal presented for ratification of the introduction of BBA Tourism and Hospitality and BBA Retail Operations from the academic year 2022-23 is ratified.

4 To consider and approve evaluation of the Semester-end Examinations and Continuous Internal Assessment (SEE & CIA) in the ratio of 60:40 for the degree students from the admitted batch of 2022-23.

Discussion: The Principal submitted that the existing procedure for evaluation is 75:25. It is proposed that to encourage students in various academic activities and co-curricular activities by make them participated in Project works, assignments, Role Play and other concerned activities, it is proposed to change the evaluation process from 75:25 to 60:40

Resolution 4: The proposed methodology of evaluation of Semester-end examination and Continuous Internal Assessment is approved

5 To adopt and implement the guidelines and modalities given by the Commissioner of Collegiate Education vide Procs Rc. No: 003/Academic Cell/AC-10/1/2022, dated: 06-04-2022 with regards to Continuous Internal Assessment.

*(Copy of the CCE Proceedings enclosed, **Page Nos: 14 to 17**)*

Methodology for Continuous Internal Assessment for I and II semester:

Direct Method: 35 Marks comprising of 1st Mid Exam for 20 Marks and 2nd Mid Exam for 15 Marks

Indirect Method: 15 Marks comprising of

i) Cleaning, Greening and Attendance : **5 M** (90% to 100% - 5M, 80-89% - 4M, 75-79% - 3M)

ii) Any one Pedagogy Method : **5 M** (Project work/Role play/Classroom Seminar/Quiz/Group Discussion etc.)

iii) Assignments : **5 M**

and total 50 marks will be scale-down to 40 Marks

Resolution 5: The methodology given by the Commissioner of Collegiate Education for awarding marks for Continuous Internal Assessment is approved.

6 To discuss and approve the awarding Non-academic Credits for Extension Activities suggested by APSCHE (curricular Frame Work) being offered from the admitted batch of the Academic year 2020-21.

Resolution 6 : The award of Non Academic Credits for Extension Activities are approved and it is resolved to direct the Controller of Examinations of the College to see that the Non Academic Credits for Extension Activities are mentioned in the Consolidated Marks Memos of the students.

7 To ratify the Community Service Projects (CSP), student internship and Apprenticeship/On-job training suggested by APSCHE vide GOMs No 9, Higher Education (EC) Department, dated 11-03-2022 and being offered to the degree students of 2020-21 admitted batch.

*(Copy of the GO Ms No 9 is enclosed, **Page No: 18 to 22**)*

Resolution 7: The proposal is approved.

8 To consider and approve the conduct of certificate courses by various departments for the 2nd year students during the academic year 2022-23. The list of proposed certificate courses is placed before the Academic Council for consideration and approval.

List of Certificate Courses proposed by various departments from 2022-23

	Department	Name of the Certificate Courses proposed
1	Mathematics	Basic Mathematics
2	Physics	Instrumentation Basics and Technical Skill Development
3	Chemistry	Technology for Electric Vehicles
4	Botany	Mushroom Culture
5	Zoology	Pearl Oyster Culture
6	Computers	Microsoft Office Tools and Basic Networking Concepts
7	Commerce	e-Commerce
8	Economics	Office Management

Resolution 8: The Proposals submitted by the In-charges/Heads of the departments for conducting above Certificate Courses are approved and it is also resolved to advice the remaining In-charges of the Departments to come forward for conducting Certificate Courses to the students of their subjects also.

9 To engage the Guest Faculty for the academic year 2022-23 where there exist workload against the sanctioned post and for the departments having workload and has no sanctioned post.

Discussion: The Principal has submitted to the Academic Council that there is a need of engaging Guest Faculty in view of the workload and shortage of staff. Dr K Ramaneswari, University Nominee suggested for recruitment of Yoga Faculty.

Resolution 9: In view of the conditions explained by the Principal and considering the demand of workload, the Academic Council approved the proposal for engaging Guest Faculty as mentioned in the proposal.

10 To discuss and approve collecting condonation fee from the students who have shortage of attendance, i.e., students with attendance between 66% to 74% *(Condonation fee proposal enclosed, **Page No: 23**)*

Discussion: The Controller of Examinations submitted a proposal to the effect that condonation fee is to be collected in view of the poor attendance of the students. If a student with low percentage of attendance is allowed to the examinations, it will become a regular practice and students will not maintain required attendance and if there is a practice of imposing condonation fee for shortage of attendance, there is chance of improvement of class room attendance of the students. In addition

Resolution 10: In view of the circumstances presented by the Controller of Examinations, the proposal of collecting condonation fee on medical grounds from the students who have fallen shortage of attendance between 66% to 74%, is approved by the Academic Council.

11 To ratify 04 Life Skill Courses and 13 Skill Development Courses which were directed by the APSCHE and are being offered from the admitted batch of 2021-22. The lists of said courses are placed before the Academic Council for ratification.

Life Skills Courses	:	Human Values and Professional Ethics (HVPE)
Semester – I	:	Information and Communication Technology
Semester – II	:	Analytical Skills, Environmental Education
Semester – III	:	
Skill Development Courses:		
Semester –I	:	Tourism Guidance, Insurance Promotion Electrical Appliances, Plant Nursery
Semester –II	:	Survey& Reporting, Social Work, Business Communication, Logistics & Supply Chain Management Solar Energy, Dairy Techniques
Semester – III	:	Financial Markets, Retailing, Poultry Farming

Resolution 11: The above proposal in offering above Life Skill Courses and Skill Development Courses is approved.

*(Copy of the APSCHE Guidelines is enclosed, **Page No: 24 to 30**)*

12 To Discuss and approve the introduction of Value Added Courses to the students of 1st Year Degree Courses from the academic year 2022-23.

01 Economics : Value Added Course on 'Entrepreneurship Development'

02 Commerce : Value Added Course on 'Intellectual Property Rights'

Discussion: The Principal submitted to the Academic Council in view of the need of moulding a student, it is necessary to promote Value Added Courses along with the regular curriculam. In part of that, it is proposed to introduce Value Added Courses.

Resolution 12: The Academic Council approved the proposal for conducting Value Added Courses as mentioned in the proposal.

13 Any other matter with the permission of the Chair

Date of Next Meeting