

**PITHAPUR RAJAH'S GOVERNMENT COLLEGE (AUTONOMOUS)**  
**KAKINADA - 533 001, ANDHRA PRADESH**

**Composition of the Academic Council for the year 2020-21**

1. The Principal  
Dr. C. Krishna - Chairperson Attended
2. All the Faculty-in-charges of Departments - Members Attended
3. Four teachers of the college representing different categories of teaching staff by rotation:
 

|                                           |   |         |          |
|-------------------------------------------|---|---------|----------|
| Sri. D. Rama Rao, Convener, P.G. Courses  | } | Members | Attended |
| Sri. P. John Kiran, Lecturer in Zoology   |   |         | Attended |
| Sri. P.V. Krishna Rao, P.O., NSS          |   |         | Attended |
| Sri U.V.B.B.Krishna Prasad, Convener, AVE |   |         | Attended |
4. Four experts from outside the college representing different fields as members:
 

|             |   |                                                                                        |              |
|-------------|---|----------------------------------------------------------------------------------------|--------------|
| Education   | : | Dr. R. David Kumara Swamy, Principal,<br>Govt. College (Autonomous), Rajamahendravaram | Attended     |
| Medicine    | : | Dr. R.V. Ramana Rao, Kusuma Nursing Home, Kakinada                                     | Attended     |
| Law         | : | Sri G.Sunieel Kanth, Advocate, Kakinada                                                | Attended     |
| Engineering | : | Sri V.Lakshmana Reddy, Dy.EE APEWIDC Kakinada                                          | Attended     |
| Industry    | : | Sri CH SN Murthy, Venky Pharma Yanam-                                                  | Not Attended |
5. Nominees of the University as members :
 

|                                                           |          |
|-----------------------------------------------------------|----------|
| Dr. KV Swamy, Dept. of Geology                            | Attended |
| Adikavi Nannaya University, Rajamahendravaram             |          |
| Dr. V.Persis, Department of CSE,                          | Attended |
| Adikavi Nannaya University, Rajamahendravaram             |          |
| Dr. D.Jyothirmayi, Assistant Professor, Dept. of English. | Attended |
| Adikavi Nannaya University, Rajamahendravaram             |          |
6. Faculty members nominated by the Principal for Academic Council meeting to be held on 4<sup>th</sup> Sept, 2020.
 

|                                                                     |          |
|---------------------------------------------------------------------|----------|
| Dr.MVK Mehar Senoir Lecturer in Physics                             | Attended |
| Dr. N. Srinivas, Lecturer in Zoology & Controller of Examinations - | Attended |
| Sri. K. Jayadev, Lecturer in Physics & ANO NCC (Air Force Wing) -   | Attended |
7. Member Secretary - Nominated by the Principal :
 

|                                                 |          |
|-------------------------------------------------|----------|
| Dr. P. Hari Ram Prasad - Academic Coordinator - | Attended |
|-------------------------------------------------|----------|

**Minutes of 22<sup>nd</sup> Academic Council Meeting for the Academic year 2019-20**  
**held online through Google meet on 4th Sept, 2020**

1. **Approval of UG Academic regulations, syllabi, changes in Curriculum, pattern of question papers etc. as resolved in Boards of Studies meetings of various Departments convened in June, 2020.**

**Discussion** : Chairperson of Academic council explained the changes proposed by the respective Departments in BOS held for the year 2020-21. Dr K V

Swamy, Dr D. Jyothirmai and Dr V. Persis University Members, Dr J Panduranga rao, In charge Commerce Department, Sri V. Maqllikarjuna Sarma, In Charge Bio Chemistry Department & Nodal Office B.Voc Courses, Dr P. Hariram Prasad, IQAC Coordinator, Sri P V V Satyanarayana, In charge department of Political science, Smt P. Sara, Incharge Department of Botany participated in the discussion and explained the modifications made in the syllabi.

**Resolution:** Resolved to approve the changes made in the syllabi during BOS meetings listed in Annexure -I

2. Approval of the list of paper setters and examiners recommended by the members of Boards of Studies in different subjects for the academic year 2020-21.

**Discussion:** Discussion done on the above and it is suggested that the QP setters may be selected based on the experience.

**Resolution:** The council approved the list of examiners submitted by the Departments in their BOS during 2020-21 .

3. Approval of PG Academic regulations, syllabi, changes in Curriculum, pattern of question papers etc. as resolved in Boards of Studies meetings of various Departments convened in June, 2020.

**Discussion :** Chairperson of Academic council explained the changes proposed by the respective Departments in BOS held for the year 2020-21. Dr K V Swamy, Dr D. Jyothirmai and Dr V .Persis University members, Dr J Panduranga rao, In charge Commerce Department, Dr. MVK Mehar Incharge PG Physics and Dr. D Ramarao In charge PG Chemistry, Dr P. Hariram Prasad, IQAC Coordinator, Sri BA Baba, In charge department of Zoology, Smt P. Sara, In charge Department of Botany participated in the discussion and explained the modifications made in the syllabi .

**Resolution:** Resolved to approve the changes made in the syllabi during BOS meetings listed in Annexure -I



#### **4. Approval of UG Market Oriented /Restructured / Bachelor of Vocational Courses w.e.f. 2020-21 .**

**Discussion** : Chairperson of Academic Council informed that New Market Oriented / Restructured courses and B.Voc. courses are approved in UG BOS 2020-21 i.e.

##### **a) AP CCE Sanctioned New Market Oriented courses :**

- (i) **BSc -Mathematics, Electronics, Internet of Things**
- (ii) **BA -Political Science, Economics, Office Management and Secretarial Practice.**
- (iii) **BMS – ( Agri Storage and supply Chain)** with Logistic Skill Council (LSC), enclosed the MOU to start as restructured course with special fee structure of Rs 40000/- per year

##### **b) New Restructured courses:**

- (iv) **BA – Journalism, History and Hindi Literature** with Media Entertainment Skill Council (MESCC), New Delhi enclosed MOU to start as restructured course with University/APSCHE fee structure.
- (v) **B.B.A.- Digital Marketing** course has to start as restructured courses with university/APSCHE fee structure.

##### **c) New B.Voc Course:**

- (vi) **B.Voc- Hotel Management and**
- (vii) **B.Voc- Food Processing** also applied to UGC New Delhi ,under NSQF scheme to start From the 2020-21 academic year with University /APSCHE fee structure.

**Resolution:** Resolved to approve the introduction of the above new programmes w.e.f.2020-21 A.Y.

5. Approval to start P.G. Courses i.e. M Sc (Botany) as self finance course from this Academic year .

**Discussion:** Chairperson of the Academic Council informed that the departments of Botany came forward and got necessary resolutions in their BOS meetings to introduce PG Courses i.e. MSC Botany . In charge of Department Botany while participating in the discussion emphasized the need of the Post graduate course in their respective department with University/APSCHE fee structure.

**Resolution:** Resolved to offer the proposed courses by obtaining affiliation from the Adikavi Nannaya University.

6. To engage Guest faculty in vacant positions of different faculties of the college by utilizing available college funds.

**Discussion:** Chair person of the council explained the vacancy position of faculty and proposed for the appointment of Guest faculty against the sanctioned posts. Expert members Sri G Sunil Kanth and Dr R V Ramana Rao while participating in the discussion suggested that preference of Qualification like Ph.D., M.Phil., NET, may be given while engaging the guest faculty.

**Resolution:** The council resolved to engage guest faculty against vacancy of the sanctioned posts.

7. Preparation of Teaching/Learning material, e content/LMS as mandatory by each Department.

**Discussion:** Chair person pointed that Preparation of teaching learning material is one of the functions of faculty members in any autonomous institution. Moreover the UGC is extending financial support for this activity . As such the faculty members can develop e-content, through LMS prepare manuals, handouts, workbooks and other reading material to provide edge over knowledge to the learners to face the present post Covid situation.



**Resolution:** Resolved to prepare the e - teaching learning material by each department as a best practice through LMS four quadrant method(PPT,Video,Text , MCQ) to address the post Covid situation

**8. Approval for Apprenticeship/Internship is compulsory for I,II and II year students under new embedded degree courses as per new UGC guidelines.**

**Discussion:** The Chairperson informed that the embedded degree pattern Apprenticeship/Internship are compulsory for the students to get advanced knowledge in the domain specific courses. The internship can be undertaken in 2,4 and 6<sup>th</sup> semesters under the supervision of Industry and Faculty .

**Resolution:** Resolved to follow the new UGC guidelines for new embedded pattern as per New UGC guidelines..

**9. Community service/ extension/ outreach programs by each Department of the College to be made compulsory.**

**Discussion:** The Chairperson informed that the Community service is one of the activities to be performed by an Autonomous college. Both faculty and students of an autonomous college have to extend their knowledge for the benefit of the neighborhood. In this context, it is put to the notice of the august body to take up extension/ outreach programs by different faculties of the college as a part of their regular duties by utilizing the allocation made in the UGC-Autonomous grant.

**Resolution:** Resolved to carry out the extension activities by the college apart from the NSS and NCC activities. Also resolved to expedite the feasibility for the award of 2 extra credits and an appreciation certificate to students involved in community service from the next academic year onwards.

#### 10. Review of Results of I, III, V semesters of the Academic year 2019-20

**Discussion:** The university representatives stressed the need for improvement in group wise pass percentage. They suggested to identify slow learners and to conduct remedial classes. Also suggested for the detailed analysis of results.

**Resolution:** *Resolved to conduct remedial / study hours for slow learner in the groups with low percentage of pass. The academic coordinator and the lecturer in-charges are instructed to identify the students and conduct classes out of the college hours / leisure hours.*

#### 11. Approval of academic calendar for the Academic Year 2019-20

**Discussion:** Chairperson explained in detail academic calendar for the year 2020-21 comprising academic schedule and the list of holidays, examination schedule etc as provided in the Annexure VI.

**Resolution:** *The Council unanimously resolved to follow the Academic calendar and suggested to follow the government / university directions time to time appreciated the efforts of Academic Coordinator for the effective preparation of the Academic calendar.*

#### 12. Approval of Institutional Action plan for the Academic Year 2019 - 20.

**Discussion:** Departmental Annual Action Plans proposed by various departments were discussed in the respective BOS meetings. The departmental activities, institution specific activities, activities of the support services, and IQAC activities are incorporated in the institutional action plan placed before the council. Medical expert Dr RV Ramanarao suggested for First aid training to students through the collaboration of



Lions Club /Alliance Club etc , and also advised to conduct More student centric programs like Veeksha, Harivillu, etc.

**Resolution:** *Resolved to approve the Institutional plan 2020-21, also approved to continue the facility of financial assistance from Autonomous / RUSA funds for the proposed student centric activities proposed by the Departments.*

### 13 . Certain notable events conducted by the institution during 2019-20.

**Discussion:** The council discussed the various activities conducted by the various departments during 2019-20 academic years. The council appreciated the efforts of the department in-charges and the Principal

**Resolution:** *Council appreciated the efforts of various departments for providing higher levels of knowledge to the students by organizing workshops, seminars, invite talks etc.*

### 14 . Certain notable achievements by the institution during 2019-20.

**Discussion:** The council discussed the various achievements by the college during 2019-20 academic years. The council appreciated the efforts of the department in-charges and the Principal

**Resolution:** *Council appreciated the efforts of various departments for providing higher levels of knowledge to the students by organizing workshops, seminars, invite talks etc.*

15. Adoption of Research attitude by way of applying projects to DST/UGC/FIST /CSIR/ ICCR/ CIIL, Mysore, participating National/Inter National seminars/Workshops and publishing Research articles in UGC Recognized journals and books.

**Discussion:** In order to promote research attitude and culture among faculty members the institutions is providing timely opportunities in applying for various major and minor projects. The council also suggested for encourage the faculty to attend / present papers in various National and International seminars / workshops.

**Resolution:** *The council resolved to encourage faculty to apply projects as individual or group in multidisciplinary areas.*

**16 . Approval of Certain Diploma/Certificate/add on courses by various Departments.**

**Discussion:** The council discussed the various certificate courses conducted by the college during 2019-20 academic year. The council appreciated the efforts of the department in-charges and the Principal

**Resolution:** *Council appreciated the efforts of various departments for providing higher levels of knowledge to the students by organizing certificate, Diploma courses etc.*

**17 . Approval to start third year B.Voc .Analytical Techniques in pharmaceutical Chemistry (ATP) from Advance diploma in ATP Course as the course Coordinator Sri V Mallikarjunasarma requested the council with a Clarification from UGC in march 2020 for who are admitted in community College ATP course in 2015-16, 2016-17,2017-2018 admitted batch's as one time opportunity.**

**Discussion:** Community college scheme was sanctioned to our college in 2015-16 and closed in 2017-18 but students are willing to continue third year also in self-finance mode hence the coordinator obtained permission form UGC ,New Delhi based on students request. The necessary Resolutions were taken in BOS meeting and condoned the gap period to



Start the third year B.Voc. ATP course from level - 6 to B.Voc. level -7 (Advance diploma to B.Voc. ATP) As One time opportunity by obtaining university affiliation etc .

**Resolution:** Council approved the proposal and suggested the council to take necessary permissions/ affiliations from affiliating university.

**18 . Approval to run all B.Voc courses ( Commercial Aquaculture, Parma Chemistry, Horticulture and Journalism and Mass communication) as restructured courses because the UGC not sanctioned grant so far on the basis of representation given by the . Course as course coordinator Sri V Mallikarjunasarma lecturer in Chemistry.**

**Discussion:** the council discussed the B Voc Course Coordinator representation and asked the chairperson about the status of B.Voc grants then council approved the proposal

**Resolution:** Council approved the proposal situation explained by the principal and course coordinator.

**19 . Approval of Annual Quality Assurance Reports(AQARS) for 2019-20.**

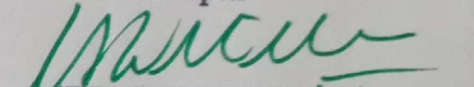
**Discussion :** The NAAC mandates all the institutions accredited, need to submit an Annual self-reviewed progress report i.e. Annual Quality Assurance Report (AQAR) to NAAC, through its IQAC. The report is to detail the results achieved in key areas. Specially identified by the IQAC at beginning of every Academic year. The AQAR period would be the year as per the NAAC guidelines the IQAC of the college has prepared the AQAR the Academic year 2019-20

20. Review on the SMP (Suspected Mal Practice) Cases of July-2019 Supplementary examinations and October 2019 Semester End Examinations.

**Resolution :** The Chairperson nominated the university representatives for taking decision on quantum of punishment in respect of suspected malpractice cases. Resolved to follow the affiliating university AKNU rules for disposal of SMP cases.

Kakinada,  
04/09/2019.

Principal

  
(DR.C.KRISHNA) 4/9/2019

**Dr. KRISHNA CHAPPIDI**

M.Sc.Tech., N.E.T., P.G.D.C.A., Ph.D.,

**PRINCIPAL**

**PITHAPUR RAJAH'S GOVT. COLLEGE**

**(AUTONOMOUS) - KAKINADA - 533 001**

East Godavari Dist., A.P.

Seen

B. Jaleel 3/9/22

A. J. 3/9/22

4/9/22 3/9/22

A. D. 3/9/22