



A.S.D.GovernmentDegreeCollegeforWomen
AnAutonomousInstitution

Jagannaickpur,Kakinada,AndhraPradesh-533002
AffiliatedtoAdikaviNannayaUniversity,Rajamahendravaram



INTERNALQUALITYASSURANCECELL



1.2.1. Percentage of new courses introduced out of the total number of courses across all programmes offered during the last five years

**MINUTES OF RELEVANT ACADEMIC
COUNCIL MEETING
(2018-2019)**

Meeting

The Academic Council meeting is held on 12-06-2018 at 10 AM in the Principal chamber. The following members were present in the meeting and made the following resolutions.

1. Chairperson

Dr. D.Ratnagiri Usha

2. Nominees of the University

- a) Dr. D. Jyothirmai
- b) Mrs.Archana Raghuvamsi
- c) Dr.K.V.Swamy

3. Teachers of the college representing different categories of teaching staff

- a) Smt. M.Suvarchala
- b) Smt. K. Lavanya
- c) Smt. P.A.S.S.Krishna Kumari
- d) Dr. G.Anitha

4. Experts from outside the college representating different fields.

- a) Prof.S. Prasanthi Sri
- b) Dr. V.Ravindra
- c) Sri. P.Sridevi
- d) A.V.V.V.Prasad

5. All the In-charges of the Departments

- a) Smt.K.Madhavi
- b) Sri.K.S.N.Sarma
- c) Smt. P.Sanjotha
- d) Smt.M.Vijaya Lakshmi
- e) Sri.M.Sree Ramulu
- f) Smt.M.Vijaya Lakshmi
- g) Kum P. Rajya Lakshmi
- h) Sri.K.VenkateswaraRao
- i) Sri D.Chenna Rao
- j) Smt.N.Naga Subramanyeswari
- k) Smt. P.A.S.S.Krishna Kumari
- l) Dr.K.Aruna
- m) Smt.V.Anantha Lakshmi

6. Controller of Examinations

Sri.V.Badari Narayana Rao

7. Member - Secretary

Dr.K.Aruna



Resolutions:

1. *Approval of Academic regulations, Syllabi, changes in Curriculum, list of paper setters, Examiners of various subjects in the existing CBCS pattern of curriculum for I, II and III year Degree students for the academic year 2018-19.*

Discussion: The Academic Council discussed the BOS meetings of all the Departments. The Departments have made changes in syllabi ranging from 10 -20 % as is admissible under Autonomy. The Department has presented the changes made in the BOS meetings along with justification before the Academic Council for consideration and approval.

Resolution:

The changes made in the syllabi and the model papers of various departments have been approved by the Academic Council.

2. *Approval of Admissions for the Academic Year 2018-19 into various courses / Groups.*

Discussion:

Admission particulars course wise are submitted in Annexure –I for approval.

Resolution:

The Council approved the Course-wise admissions for the Academic Year 2018-19 and appreciated the efforts of the Principal and Staff.

3. *Approval of students into II Year on Lateral Entry. Calculation and conversion of Marks obtained in equivalent subjects in DCCP (Diploma in Commercial Computer Practices) in to grades in Semester I & II.*

Discussion:

In accordance with the policy of the Government/ University, admissions into II year are made from approved Diploma courses by obtaining Equivalence Certificates from the University.

Resolution:

The Council approved the admissions on Lateral Entry basis into II year from the Academic Year 2018-19.

4. Approval of new course AT CZ (Aquaculture Technology, Chemistry, Zoology) in Bachelor of Science from the academic year 2018-19.

Discussion:

As part of introducing new courses under Autonomy, new Employment Oriented Course proposed and recommended by Commissionerate of Collegiate Education and University BSc ATCZ (Aquaculture Technology, chemistry, Zoology) from the Academic Year 2018-19.

Resolution:

The Council resolved to approve the introduction of new course B.Sc. (ATCZ) from the Academic Year 2018-19.

5. Results of I, II, III IV, V & VI Semesters of the academic year 2017-18

Discussion:

The subject wise results of all semesters are shown in the annexure-II along with paper wise and Teacher wise analysis. Results placed before the Academic Council for necessary suggestions and approval.

Resolution:

The Council suggested improving the result.

6. Academic Calendar and Institutional plan for the Academic Year 2018-19.

Discussion:

The Academic Calendar proposed for the Academic Year 2018-19 along with the consolidated action plans of different departments approved in the concerned BOS. The Academic Calendar shown in the Annexure III is placed for discussion and suggestions from the members of Academic Council.

Resolution:

The Council approved the proposed Academic Calendar for the Academic Year 2018-19.

7. Allocation of marks for different items in Continuous Internal Assessment (CIA) component of 25marks.

Discussion:

In the previous Academic Councils the following allocation for the Internal component for 25 marks was approved for I, II, III, IV, V & VI Semesters respectively and same is implemented for the Academic Year 2018-19

| | |
|----------------------------------|----|
| 1. Assignment | 05 |
| 2. Seminar | 05 |
| 3. Average of Two Internal Exams | 15 |

Resolution:

The Council approved the proposed allocation of marks in CIA component for the academic year 2018-19.

8. Proposals for no minimum marks for internal assessment component for all courses, and fixing minimum marks for external examination.

Discussion:

After discussion in all BOS meetings it is fixed 35 % (26 marks) out of 75 marks in the external examinations as minimum pass mark and overall pass mark to be 40 out of 100 marks (75+25 marks). No

minimum pass mark in internal examinations. Placed for ratification and approval by the Academic Council.

Resolution:

The Council approved the proposed pass marks in external examinations and no minimum pass mark for internal examinations.

9. Grading pattern on par with recent UGC recommended pattern

Resolution:

It is unanimously resolved to follow 10 point Grading system as shown hereunder as per UGC recommendation.

| Letter Grade | Grading points |
|-------------------|----------------|
| O (outstanding) | 10 |
| A+(Excellent) | 9 |
| A (Very Good) | 8 |
| B+(Good) | 7 |
| B(above Average) | 6 |
| C(Average) | 5 |
| D(Pass) | 4 |
| F(Fail) | 0 |
| Ab(Absent) | 0 |

10. Continuation of Instant examination

Discussion:

The stipulation of conducting internal examinations for the final year students who are having backlogs in 1 or 2 subjects (Theory and /or Practical) in V & VI Semesters put together is to be continued for the Academic Year 2018-19, subject to the condition that the student should have passed in all four semesters(I to IV) in order to appear for the Instant exam

Resolution:

It is resolved to conduct instant examination restricted to students who failed in two subjects either in theory or practical or both together of V and VI semesters only (Final year).

It is recommended to fix examination fee an amount of Rs: 500/- (Rupees: Five hundred only) per subject in order to meet the expenses to be incurred for the conduct of instant examination. The purpose is to given opportunity and at the same time discourages students appearing for instant examination under semester system.

11.Revaluation process for regular exams

Discussion:

A candidate can apply for revaluation (Rs 300/-) of any paper in any subject within 15 days of declaration of the results. If in revaluation the difference is more than 10% or 7.5 marks, the answer script will be sent for the third valuation. The average of second and third valuation marks will be considered for the final marks of the candidate. Placed for ratification.

Resolution:

The Council approved the proposed Revaluation process for the Academic Year 2018-19.

12. Recommending the Governing Body for Institution of Medals to toppers.

Discussion:

In order to encourage the students, it is proposed to award Group-wise toppers of each programme with Gold coated silver medals. However the student must possess 7.5 CGPA and above in 1st attempt; she should have cleared all semesters in first attempt itself

Resolution:

The Council recommends the Governing Body for institution of Gold coated silver medals for toppers in each programme and Certificates to II & III positions.

13.Make resolutions for Sports and Games.

Discussion:

It is proposed to conduct sports competitions at College level to students of all streams and award prizes to the winners on the College Annual Day. Similarly Essay Writing, Debate and other such activities



will be conducted under Extra-Curricular activities and winners are awarded with Certificates.

Resolution:

It is resolved to approve the following provision for participation in sports and games. Students who participated in National /International / University/ Intercollegiate sports and games and thus could not attend any one of two internal examinations .the marks attained in one internal exam will be encourage students talent. In this case average will not be taken. It is not applicable to semester end examinations.

14.Introduction of subject-wise electives and cluster system in Semester VI during the academic year 2017-18 and continuation during the year 2018-19.

Discussion: As per the CBCS Pattern, subject wise electives and cluster system in VI Semester are introduced to offer students varied options to study in their core subjects.

Resolution: The Council approved the Contention of Subject wise Electives and Cluster System in VI Semesters in all groups for the Academic Year 2018-19.

15.Analysis of Feed Back on design and review of the syllabus by the Students, Alumni, Parents, Teacher and industry/Teacher for the Academic Year 2017-18.

Discussion: The institute has a formal mechanism to obtain feedback from students on the curriculum (Design and review of the syllabus). The feedback is obtained from the students at the end of every semester in all courses during the academic year selecting 20 students randomly for each course. Such a feedback is used to make modifications in the curriculum, if required. The external members of the BOS viz University Nominees from affiliated university and Subject experts give their feedback on curriculum in their respective meetings. Industry experts are the members of the BOS and the

Academic Council of the institute. They give their feedback on curriculum in their respective meetings.

Resolution: The Council approved to take the structured feedback on syllabus design and review from students, teachers, alumni and parents. Analysis of Student feed back found to appreciate the curriculum and syllabus. Alumni suggested that the curriculum may lay more stress on practical learning than theoretical based learning approach.

Parents addressed need of personality development training course.

Teachers suggested that the syllabus content is good as most of the courses are designed with strong fundamentals in first and second semesters of all core courses. Teachers suggested that more exposure is to be given industrial / field visits.

16. Any other relevant agenda with the permission of the chair.



Signatures of the Academic Council

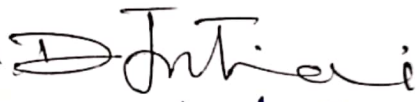
1. Chairperson

Dr. D.Ratnagiri Usha

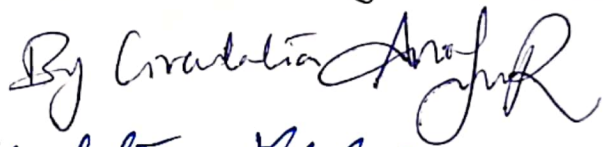

12.6.18

2. Nominees of the University

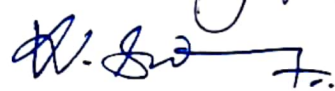
a) Dr. D. Jyothirmai

By circulation 

b) ~~Dr.~~ Archana Raghuvamsi

By circulation 

c) Dr.K.V.Swamy

By circulation 

3. Teachers of the college representing different categories of teaching staff

a) Smt. M.Suvarchala

M. Suvarchala 12.6.18

b) Smt. K. Lavanya

K. Lavanya 12.6.18

c) Smt. P.A.S.S.Krishna Kumari

P.S.S.K. 12/6/18.

d) Dr. G.Anitha


12/6/2018

3. Experts from outside the college representating different fields.

a) Prof.S. Prasanthi Sri

S. Prasanthi Sri

b) Dr. V.Ravindra

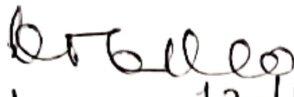
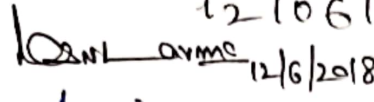
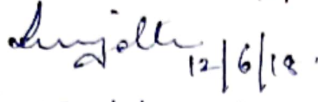
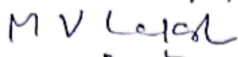
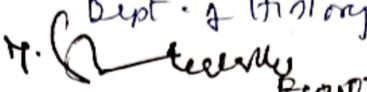

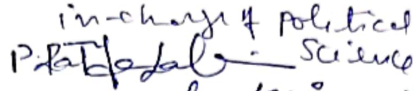


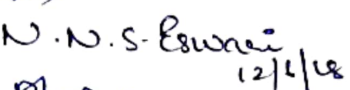
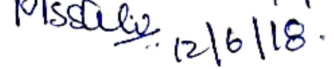
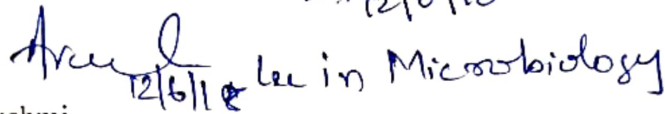
c) Smt.P.Sridevi




d) A.V.V.V.Prasad



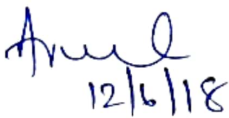
4. All the In-charges of the Departments

- a) Smt.K.Madhavi  12/10/18
- b) Sri.K.S.N.Sarma  12/6/2018
- c) Smt. P.Sanjatha  12/6/18.
- d) Smt.M.Vijaya Lakshmi  M V Lakshmi
- e) Sri.M.Sree Ramulu  Dept. of History
- f) Smt.M.Vijaya Lakshmi  M V Lakshmi Economics
- g) Kum P. Rajya Lakshmi  in-charge of Political Science
- h) Sri.K.VenkateswaraRao  K. Venkateswara Rao Lec. in Commerce
- i) Sri. V.B.Narayana Rao  (D. CHENNAI)
- j) Smt. N. Naga Subramanyeswari  N. N. S. Eswaren 12/4/18
- k) Smt. P.A.S.S.Krishna Kumari  P. S. S. Krishna Kumari 12/6/18.
- l) Dr.K.Aruna  Dr. K. Aruna Lec in Microbiology 12/6/18
- m) Smt.V.Anantha Lakshmi

5. Controller of Examinations

Sri.V.Badari Narayana Rao  12.6.18

6. Member - Secretary

Dr.K.Aruna  12/6/18