

A.S.D.GOV'T DEGREE COLLEGE FOR WOMEN (AUTONOMOUS)
JAGANNAICKPUR, KAKINADA – 533002
(Re-accredited by NAAC with 'B' Grade)

COMPOSITION OF THE ACADEMIC COUNCIL FOR THE YEAR 2024-25

1. Principal

Dr. V. Anantha Lakshmi

Chairperson

Principal

Vice Principal

Dr. M. Suvarchala

IQAC Coordinator

Ms. M.Vasantha Lakshmi

2. Nominees of the University as Members

a) Dr. N. Udaya Bhaskar Professor of Management Studies
AKNU, 9490450510

b) Dr. N. Sajna Raj Associate Professor of English,
AKNU, 8106141997

c) Dr. B. Kezia Rani Associate Professor of CSE,
AKNU, 7396544059

3. Four Teachers of the college representing different categories of teaching staff by rotation

a) Dr.K.Lavanya Academic Coordinator

b) Dr.G.Anitha RUSA & UGC Coordinator

c) Dr.M.Sulakshana Convener, Library

d)Dr.K.Jhansi Lakshmi Convener, Inclusive Center

4. Four experts from outside the college representing different fields as members.

a) **Education:** Dr. C. Krishna, Joint Director , CCE AP.

b) **Commerce:** Sri. C.V.N.Gangaram, Chartered Accountant, Gangaram & Co.,
Kakinada 9430361911

c) **Law:** Smt. P. Sridevi, Advocate, Kakinada. 9848819646

d) **Industry:** Sri. A.V.V.V.Prasad, Senior Manager, Solar Systems, Kakinada.

5. Members

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|-----------------------------|--|
| 1. Dr. P.Santhi | In-charge of English |
| 2. Dr.D.Krishna Gayatri | In-charge of Telugu & Sanskrit |
| 3. Ms. A.Swathi | In-charge of Hindi |
| 4. Ms.Y.Sitamahalakshmi | In-charge of History & Political Science |
| 5. Ms.G.Pavani Devi | In-charge of Economics |
| 6. Ms.R.R.D. Sirisha | In-charge of Commerce |
| 7. Sri.D.Surya Devara | In-charge of Physics & Mathematics |
| 8. Dr.K.Anitha | In-charge of Chemistry |
| 9. Ms.N.NagaSubramanyeswari | In-charge of Computer Science &
Computer Applications |
| 10. Ms..K.N.V.S.N.Eswari | In-charge of Botany& Horticulture |
| 11. Ms.M.Vasantha Lakshmi | In-charge of Zoology & Aquaculture |
| 12. Ms.D. Jayasree | In-charge of Microbiology |
| 13. Ms.M.Suvarchala | In-charge of Home Science |
| 14. Lt.Dr. G. Pramila Rani | Physical Director |

6. Controller of Examinations

Dr.K.Yamuna

Nominated by Principal

Lecturer in Economics

7. Member - Secretary

Dr.P.Sanjotha

Nominated by Principal

In-charge of English

Resolutions 2024-2025:

1. Approval of resolutions of BoS meetings of various departments for the academic year 2024-2025.

Discussion:

The Academic Council discussed on the BoS meetings resolutions of all the Departments. The Departments followed NEP 2020 guidelines and have made changes in syllabi wherever necessary ranging from 15-20 % as is admissible under Autonomy. The Departments have presented the changes made in their BoS meetings along with justification before the Academic Council for consideration and approval.

Resolution:

The changes in syllabi made by various departments in the BoS meetings for the academic year 2024-2025 according to NEP 2020 have been approved by the Academic Council.

2. Approval of newly introduced UG Honours programmes with Single Majors for the academic year 2024-25

Discussion:

Members of the Academic Council discussed on the introduction of **new UG Honours programmes with Single Majors** with NEP 2020 guidelines permitted by CCE, AP.Mangalagiri and also sanctioned by the affiliating university, AKNU, Rajamahendravaram. The new programmes sanctioned to the College with intake capacity are as follows;

S.No	Single Major Programme	Medium	Intake
1	B.A. History	English	40
2	B.Com BIFS (Banking Insurance and Financial Services)	English	40
3	B.Sc. Microbiology	English	40

Resolution: The council approved the introduction of newly sanctioned UG Honours programmes with Single Majors as per NEP 2020 from the academic year 2024-2025 permitted by CCE, AP. Mangalagiri and also sanctioned by the affiliating university, AKNU, Rajamahendravaram.

3. Approval of implementation of English Proficiency Course in 3rd & 4th Semester as per the proceedings of CCE, AP. Mangalagiri.

Discussion:

Members of the Academic Council discussed on the proceedings given by Collegiate Education, AP. Mangalagiri on the implementation of English Proficiency Course in 3rd & 4th Semester.

Resolution:

The council approved the implementation of English Proficiency Course in 3rd & 4th Semester. from the academic year 2024-2025 as per the proceedings given by CCE, AP. Mangalagiri

4. Approval of certificate courses introduced in the academic year 2024-2025.

Discussion:

Members of the Academic Council discussed on the Certificate Courses which are designed by the departments for the academic year 2024-25 and also discussed on the evaluation pattern of exam & certification which will be done by the examination cell.

Resolutions:

The academic council approved the proposal of conducting Certificate Courses and the Evaluation pattern for certification to be done by examination cell.

S.NO	Department	Title of the Certificate Course 2024-25
1	English	Better your English Communication & Soft Skills
2	Telugu	Human Values & Professional Ethics
3	Sanskrit	Management skills through "Bhagavath Geetha"
4	Hindi	Prayojan Moolak Hindi
5	History	Modern Principles and Techniques of Archaeology
6	Political Science	Gender and Equality
7	Economics	Family savings and Investments
8	Commerce	1. Static data analysis, 2 . Accounting & Tally 3. Project Management
9	Chemistry	Chemdraw Molecular modelling Software

10	Computer Science & Computer Applications	Excel Essentials: from basics to Problem Solving
11	Zoology & Aqua Culture	Biodegradable Waste Management through Vermicomposting
12	Microbiology	Introduction to Clinical Laboratory techniques
13	Botany & Horticulture	Modern Gardening Techniques
14	Mathematics	Vedic Maths
15	Physics	e-Waste management for a sustained economy
16	Physical Education	Yoga and weight lifting

5. Presentation of I, III, V & VI semester results of the academic year 2023-24.

Discussion:

The results of all semesters are shown in the annexure-II along with Teacher wise analysis. Results are placed before the Academic Council for necessary suggestions and approval. The Council appreciated for timely release of results i.e. within 20 days after completion of examinations and congratulated the departments who secured 80-100%. Advised to take measures in improving results who secured below 50%.

Resolution:

The Council suggested to take structured measures to improve the results, like identifying slow learners and taking special care by giving remedial classes. It is suggested to make it compulsory to conduct one Online Mid Exam in view of NAAC.

6. Approval of Academic Calendar and Institutional Action Plan for 2023-24.

Discussion:

The Tentative Academic Calendar following the APSHCE Calendar is framed for the Academic Year 2024-25 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 Tentative Academic Calendar of the Academic Year 2024-25 and the Institutional Action Plan comprising of curricular and co-curricular activities to be conducted during the academic year 2024-2025.

7. Approval of Institutional Committees for the academic year 2024-2025.

Discussion:

The Academic Council discussed on the Institutional Committees constituted by the Principal for the activities to be conducted under the supervision of Conveners & members during 2024-2025 academic year.

Resolution:

The Council approved the Institutional Committees with Conveners & members including students also as members in the committees constituted by the Principal for the academic year 2024-25.

8. Discussion on continuing the implementation of Community Service Project (CSP) and short term and Semester Internships.

Discussion:

The College followed the guidelines of CCE, AP in implementation of Community Service Project (CSP), short term and Semester Internships to students. Council discussed on continuing the short term and Semester Internships (II Year students for 2 months and final year for 6 months following the guidelines of CCE, AP.

Resolution:

Academic Council approved to continue the implementation of Community Service Project (CSP), short term and Semester Internships to students. II Year students for 2 months and for final year students 6 months and suggested to have a pre-plan well in advance in connecting the students to firms. It is also resolved to conduct V-Semester Classwork and to send the students for 6 months Internship after completion of V-Semester End Examination so that the students can continue in the firms.

9. Approval of Assessment for Semester End Science Practical Examinations for 50 Marks.

Discussion:

The Academic council members discussed on the assessment of Semester End Science practicals Examinations for 50 marks.

Resolution:

The Academic Council approved to implement assessment of Semester End Science practical Examinations for 50 marks.

10. Approval of continuing the Internal Assessment for Multi-disciplinary courses (MDC) and Skill Enhancement Courses (SEC) – 10 Marks Internal & 40 Marks Theory Exam

Discussion: The members of the Academic council discussed on the continuation of Continuous Internal Assessment of MDC & SEC i.e 10 marks for Internal Assessment and 40 marks for theory exam.

Resolution:

The Academic Council approved to continue the Continuous Internal Assessment of Multi-disciplinary courses (MDC) and Skill Enhancement Courses (SEC) allotting 10 Marks Internal & 40 Marks theory exam.

11. Approval of conducting Instant Exam to students for 2 backlog subjects from I to VI Semester.

Discussion:

The members of the Academic council discussed on the conduct of Instant Exam to students who have 2 backlogs considering I to VI Semester to benefit the student.

Resolution:

The Academic Council approved to conduct Instant Exam to students who have only 2 backlogs only considering from I to VI Semesters to benefit the student.

12. Proposed to Introduce UG Honours programme BA (Special Telugu) as single major from the academic year 2025-26.

Discussions:

In view of the request of the student and parent community the proposal of introducing BA (Special Telugu) as Single major from the academic year 2025-2026 has been kept before the Academic Council members for approval. Special Telugu helps students to pursue Language Pandit Training Courses which further helps them in attaining jobs.

Resolutions:

The Academic Council members approved to introduce UG Honours programme BA (Special Telugu) as Single Major from the academic year 2025-2026.

13. Proposed to Introduce UG Honours programme BSc Aqua Culture as single major from the academic year 2025-26.

Discussions:

In view of the request of the student and parent community the proposal of introducing BSc Aqua Culture as Single major from the academic year 2025-2026 has been kept before the Academic Council members for approval. Aqua Culture helps students to acquire jobs immediately after completion of the course. As the institution is located in coastal area there are many Fisheries and Aqua Culture companies which is beneficial to the Aqua Culture students.

Resolutions:

The Academic Council members approved to introduce UG Honours programme BSc Aqua Culture as single major from the academic year 2025-2026 for the benefit of students.

14. Proposed to Introduce UG Honours programme BSc Nutrition as single major from the academic year 2025-26.

Discussions:

In view of the request of the student and parent community the proposal of introducing UG Honours programme BSc Nutrition as Single major from the academic year 2025-26.

Resolutions: The Academic Council members approved to introduce UG Honours programme BSc Nutrition as single major from the academic year 2025-2026 for the benefit of students.

15 Analysis of Feedback on design and review of the syllabus by the Students, Parents, Alumni and industry/Teacher for the Academic Year 2023-24 in Annexure IV.

Discussion:

The institute has a formal mechanism to obtain feedback from students on the curriculum (Design and review of the syllabus). The feedback on design and review of syllabus is obtained from the students, Parents, Alumni and industry/Teacher of all semesters in all courses through structured feedback links available in College website. Such a feedback is used to make modifications in the curriculum, if required.

Resolution:

The Council approved the structured feedback links available in College website on syllabus design and review from students, teachers, alumni and parents. Analysis of Students, teachers, alumni and parents feedback is found to be appreciative on the curriculum and syllabus. The Action Taken Report on the feedback analyzed. is as follows.

REPORT ON THE FEEDBACK TAKEN FROM STUDENTS, TEACHERS, ALUMNI & EMPLOYERS ON CURRICULUM

- Feedback on curriculum is crucial for several reasons, as it plays a vital role in the continuous improvement and effectiveness of educational programs. Feedback from students, teachers, Employers and alumni helps identify whether the curriculum aligns with current industry trends, technological advancements, and societal needs.
- Collecting feedback regularly ensures that the content remains relevant, keeping the curriculum dynamic and responsive to changing circumstances.
- Collecting feedback from students on curriculum ensures that their educational experience aligns with their needs, expectations, and learning goals. Gathering student inputs allows to identify areas where the curriculum can be improved or adjusted to better meet the evolving demands of students. Ultimately, the goal is to create a more student-centered learning environment that fosters engagement, satisfaction, and academic success.
- Gathering feedback from alumni who have experienced the curriculum helps in assessing the long-term impact of the educational programs.
- Teachers benefit from feedback as it provides insights into the effectiveness of their teaching methods and strategies. It also provides insights into their learning experiences, preferences, and challenges.
- This information enables them to adopt teaching methods that resonate with students, fostering a more engaging and student-centered learning environment.
- Employer's feedback enables institutions to incorporate more practical elements into the curriculum, ensuring that graduates are ready to apply their knowledge in real-world scenarios.
- In this context, to ensure that our institution stay responsive to the evolving needs of students and the broader society, the feedback on curriculum has been collected from all the Stakeholders i.e., Students, Teachers, Employers and Alumni. The suggestions and opinions of all the stakeholders about the curriculum and the facilities provided by the college are measured in the five point scale (1-Strongly Agree, 2-Agree, 3-Neutral, 4-Disagree, 5-Strongly Disagree). The feedback collected has been analyzed and the details are as follows:

S.No.	Feedback on Curriculum collected from	No. of Responses recorded	Mode of Feedback collected
1	Students	431	Online
2	Teachers	51	Online
3	Alumni	66	Online
4	Employer/Industry Expert	21	Online

A.S.D.GOV.T.DEGREE COLLEGE FOR WOMEN (A)
ACADEMIC YEAR - 2023-24

STUDENTS FEEDBACK ON CURRICULUM

ACTION TAKEN REPORT

OBSERVATIONS:

The following are the observations made on the feedback collected from students in Online mode:

- Expand the use of ICT and innovative pedagogical methods in teaching.
- Suggested to include more activities to improve students communication skills
- Need guidance for competitive exams
- Increase field visits to gain experiential learning

ACTION TAKEN REPORT:

- Faculty members were provided with training on integrating technology into their teaching, such as using Learning Management Systems (LMS), and online collaboration tools.
- All the Departments are advised to organize more number of communication skill development activities like debates, group discussions, presentations, role-playing etc.,
- Career Guidance Cell of the college organized several programmes for students to aid them in preparing for competitive exams.
- Field trips, site visits, and internships were organized in alignment with course content to provide hands-on experience.


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ACADEMIC YEAR - 2023-24

TEACHERS FEEDBACK ON CURRICULUM

ACTION TAKEN REPORT

OBSERVATIONS:

The following are the observations made on the feedback taken from Teachers and Subject Experts in Online mode:

- All the Teachers are satisfied with the curriculum
- Suggested to strengthen the Mentor- Mentee system followed
- Upgradation of the Library resources
- Encourage faculty participation in Faculty Development Programmes

ACTION TAKEN REPORT:

- Curriculum updation must be done in relevance to the Industry needs.
- The library resources are upgraded, including the acquisition of new books, digital resources like NLIST, NDL and DELNET, and journals relevant to current academic trends.
- Financial support have been introduced for faculty members participating in FDPs.


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ACADEMIC YEAR - 2023-24

ALUMNI FEEDBACK ON CURRICULUM

ACTION TAKEN REPORT

OBSERVATIONS:

The following are the observations made on the feedback taken from Alumni in Online mode:

- Seminar hall upgradation
- Include interactive sessions with Alumni for career guidance
- Increase the number of digital classrooms

ACTION TAKEN REPORT:

- Proposal for upgradation of Seminar hall is submitted
- As part of Career Guidance, interactive sessions were organized with reputed Alumni
- LCD projectors were installed in all the compatible classrooms to enhance ICT facilities of the college


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ACADEMIC YEAR - 2023-24

EMPLOYERS FEEDBACK ON CURRICULUM

ACTION TAKEN REPORT

OBSERVATIONS:

The following are the observations made on the feedback taken from Employers and Industry Experts in Online mode:

- Focus on Practical, Hands-On Experience
- Promote Soft Skills Development
- Align Curriculum with Industry Trends and Technological Advancements

ACTION TAKEN REPORT:

- Curriculum updation is done in relevance to the Industry needs and Internships were included in curriculum.
- Upgradation of lab infrastructure is carried out in all the needy Departments
- Integrated regular workshops, field visits and guest lectures focusing on soft skills, leadership, and communication into the curriculum


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PRINCIPAL

MEEETING

The Academic Council meeting for the academic year 2024-2025 is held on 16th July 2024 in Principal's chamber. The following members were present in the meeting and made the following resolutions.

1. Principal/Chairperson

Dr. V. Anantha Lakshmi

V: Anantha Lakshmi 16/7/24

Vice Principal

Dr. M. Suvarchala

H. Suvarchala 16/7/24

IQAC Coordinator

Ms. M. Vasantha Lakshmi

MU 200210 16/7/2024

Academic Coordinator

Dr.K.Lavanya

K. Lavanya 16.7.2024

2. Nominees of the University as Members

a) Dr. N. Udaya Bhaskar

Professor of Management Studies

AKNU, Rajamahendravaram

16/7/24

b) Dr. N. Sajna Raj

Associate Professor of English

AKNU, Rajamahendravaram

16/07/2024

c) Dr. B. Kezia Rani

Associate Professor of CSE

AKNU, Rajamahendravaram

16/07/2024.

3. Four Teachers of the college representing different categories of teaching staff by rotation

1. Dr.G.Anitha RUSA & UGC Coordinator *G. Anitha*
2. Dr.K.Jhansi Lakshmi Convener, Inclusive Center *K. Jhansi Lakshmi*
3. Dr. G.Sowjanya Lecturer in Commerce *G. Sowjanya*
4. Ms.P.Leena NSS Coordinator Unit II *P. Leena*

4. Four experts from outside the college representing different fields as members.

- a) **Education:** Dr. C. Krishna
Joint Director , CCE AP.
- b) **Commerce:** Sri. C.V.N.Gangaram
Chartered Accountant
Gangaram & Co., Kakinada.
- c) **Law:** Smt. P. Sridevi
Advocate, Kakinad.
- d) **Industry:** Sri. A.V.V.V.Prasad,
Senior Manager, Solar Systems
Kakinada.

[Signature]
[Signature] 16/7/24

P. Sridevi. 16/7/2024
Advocate

5. Members - Incharges of all Departments

1. Dr. P.Santhi *P. Santhi*
2. Dr.D.Krishna Gayatri *D. Krishna Gayatri*
3. Ms. A.Swathi *A. Swathi*
4. Ms.Y.Sitamahalakshmi *Y. Sitamahalakshmi*

5. Ms.G.Pavani Devi *Sar* 16/7/24
6. Ms.R.R.D. Sirisha *R. R D Sirisha* 16/7/24
7. Sri.D.Surya Devara *Duvar* 16/7/24
8. Dr.K.Anitha *Anitha* 16/7/2024
9. Ms.N.NagaSubramanyeswari *N.N.S. Eswari* 16/7/24
10. Ms..K.N.V.S.N.Eswari *K.N.V.S.N.Eswari* 16/7/2024
11. Ms.M.Vasanth Lakshmi *M.V. Lakshmi* 16/7/2024
12. Ms.D. Jayasree *D. Jayasree* 16/7/24
13. Ms.M.Suvarchala *M. Suvarchala* 16/7/24
14. Dr.M.Sulakshana *M. Sulakshana* 16/7/24
15. Lt.Dr. G. Pramila Rani *G. Pramila Rani*
6. **Controller of Examinations**
- Dr.K.Yamuna *K. Yamuna* 16/7/24
7. **Member - Secretary**
- Dr.P.Sanjotha *P. Sanjotha*