



A.S.D. Government Degree College for Women

An Autonomous Institution

Jagannaickpur, Kakinada, Andhra Pradesh-533002

Affiliated to Adikavi Nannaya University, Rajamahendravaram



INTERNAL QUALITY ASSURANCE CELL

7.1.10. The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts programmes in this regard.

స్త్రీ విద్యా ప్రవర్ధనాం

**CIRCULARS AND ORGANIZED ACTIVITIES
(2018-2023)**

2. Committee to monitor adherence to the Code of Conduct

**PROCEEDINGS OF THE PRINCIPAL A.S.D.GOV'T DEGREE COLLEGE FOR WOMEN
(AUTONOMOUS), KAKINADA.**

Dated: 22-10-2021

Sub: A S D Govt Degree College for Women (Autonomous), Kakinada constituting committee to monitoring adherence to the Code of Conduct.

ORDER:

The Principal ASD Government Degree College for Women (A), Kakinada is please to constitute a committee for "Code of Conduct monitoring".

The details of the committee constituted are here under.

Convener	Mrs.M.Suvarchala., Lec.in.Home Science	<i>H. Suvarchala</i>
Member	Mrs.M.Vasantha Lakshmi.Lec.in.Zoology	<i>MW Vasantha</i>
Member	Dr.P.Santhi., Lec.in.English	<i>P.Santhi</i>
Member	Miss.Y.Sitamahalakshmi	<i>Y. Sitamahalakshmi</i>

Copy to the Concerned Conveners

Copy to the Principals Table

Copy to the Superintendent

Spare

V. Vasantha Lakshmi 22/10/21
**PRINCIPAL
A.S.D.GOV'T.DEGREE COLLEGE (W)
AUTONOMOUS
KAKINADA**

Mentors & Mentees

PROCEEDINGS OF THE PRINCIPAL A.S.D GOVT. DEGREE COLLEGE FOR WOMEN
[AUTONOMOUS], KAKINADA

Present: Smt.V.Anantha Lakshmi, Principal

Re.No: IQAC - 81/2021-22

Date: 01-02-2022

Sub: A.S.D Govt Degree College for Women(A), Kakinada. Assigning of Mentors to Mentees for the academic year 2021 - 2022 – Communication – Regarding.

ORDER:

The Principal, A.S.D Govt. Degree College for Women [A], Kakinada is pleased to assign Mentors to Mentees for the academic year 2021– 2022 with the following members.

Convenor: Dr.K.Jhansi Lakshmi, Lecturer in Chemistry

S.NO	Name of the faculty member	Designation	Students assigned Roll nos. from – to	Group
1	Y Sithamahalakshmi	Lecturer in History	2122001-2122010	I HEP
2	P.V.Buvanewari Devi	G/F in Politics	2122011-2122020	I HEP
3	Dr. K. Yamuna	Lecturer in Economics	2122021-2122030	I HEP
4	G. Pavani Devi	Lecturer in Economics	2122031-2122040	I HEP
5	L.Bhanu Teja	G/F in History	2122041-2122050	I HEP
6	K. Madhavi	Lecturer in Telugu	2122051-2122058	I HEP
7	Dr.D.Krishna Gayatri Devi	Lecturer in Telugu	2021058-2021069	I HEP
8	P.Rajyalakshmi	C/F in Commerce	2021001-2021010	I B.Com(Sec-I)
9	N.P.V.Lakshmi devi	Lecturer in Commerce	2021011-2021020	I B.Com(Sec-I)
10	M.Puspha Latha	G/F in Commerce	2021021-2021030	I B.Com(Sec-I)
11	CH.S.S.V.Prasad	G/F in Commerce	2021031-2021040	I B.Com(Sec-I)
12	A.Sandhya	G/F in Commerce	2021041-2021052	I B.Com(Sec-I)
13	Dr.P.Sanjotha	Lecturer in English	2021053-2021062	I B.Com(Sec-II)
14	Dr.P.Sowjanya	Lecturer in Commerce	2021063-2021073	I B.Com(Sec-II)

15	Y.Swarna Sri	Lecturer in English	2021074-2021083	I B.Com(Sec-II)
16	Dr.R.Aruna Devi	Lecturer in Sanskrit	2021084-2021093	I B.Com(Sec-II)
17	R.R.D.Sireesha	Lecturer in Commerce	2021094-2021105	I B.Com(Sec-II)
18	K.N.B.Kumari	C/F in Commerce	2021106-2021124	I B.Com(CA)
19	G.S.Suneetha	Lecturer in Computer Applications	2021125-2021144	I B.Com(CA)
20	Dr. K.Jhansi Lakshmi	Lecturer in Chemistry	2021001-2021013	MPC
21	Dr.S.Priyadarshini	Lecturer in Chemistry	2021014-2021026	MPC
22	K.Venkateswara Rao	Lecturer in Physics	2021027-2021040	MPC
23	Ratna Kumari	C/F in Maths	2021041-2021054	MPC
24	K.Kranthi	C/F in Physics	2021054-2021064	MPCS
25	N.N.Subhramanyeswari	Lecturer in Computer Applications	2021065-2021076	MPCS
26	B.Suryanarayana Devera	Lecturer in Physics	2021077-2021089	MPCS
27	A.Surya Lakshmi	G/F in Computer Applications	2021090-2021102	MPCS
28	V.Mallikarjuna Sharma	Lecturer in Chemistry	2021103-2021115	MPCS
29	M.Vasanth Lakshmi	Lecturer in Zoology	2021112-2021123	CBZ
30	S.Madhavi	Lecturer in Zoology	2021124-2021136	CBZ
31	Dr.M.Sulakshana	Lecturer in Botany	2021137-2021149	CBZ
32	M.Subbalakshmi	Lecturer in Chemistry	2021150-2021162	CBZ
33	P.Leena	Lecturer in Chemistry	2021163-2021173	CBZ
34	D.Jayasree	Lecturer in Microbiology	2021174-2021184	CBMB
35	Dr.K.Syamala Devi	Lecturer in Telugu	2021185-2021195	CBMB
36	Dr.K.Lavanya	Lecturer in Homescience	2021002-2021017	HSc
37	Dr.G.Anitha	Lecturer in Homescience	2021018-2021032	HSc

38	A.Swathi	Lecturer in Hindi	2122199-2122211	CZAQT
39	Veera Chanti	G/F in Aquaculture	2122212-2122224	CZAQT
40	N.Puspha	G/F in Botany	2122225-2022238	CBHT
41	K.N.V.S.N.Eswari	Lecturer in Botany	2122239-2122253	CBHT

V. Anantha Lakshmi
PRINCIPAL
A.S.D.GOV'T. DEGREE COLLEGE (W)
AUTONOMOUS
KAKINADA

S.No	Date	Name of the Activity	Organised by	Resource Person	No.of Students/Participated
1	23-11-2021	Orientation Programme	All the Departments	Dr.V.Anantha Lakshmi Principal A.S.D GDCW(A),Kakinada	200
2	11-02-2022	Faculty forum on Professional ethics and Healthy Work Culture	To all the Staff	Dr.V.Anantha Lakshmi Principal A.S.D GDCW(A),Kakinada	22
3	1-09-2022	Awareness Programme on Code of Conduct to administrators and other staff	To all the Teaching and Non-Teaching	Dr.V.Anantha Lakshmi Principal A.S.D GDCW(A),Kakinada	40
4	1-09-2022	Awareness programme on Code of Conduct to Non -Teaching	To all the Non-Teaching	Dr.V.Anantha Lakshmi Principal A.S.D GDCW(A),Kakinada	35
5	13-12-2022	Awareness programme on Code of Conduct to Teaching staff	To all the Teaching	Dr.V.Anantha Lakshmi Principal A.S.D GDCW(A),Kakinada	37

I.Orientation programme to students on 23-11-2021



II. Faculty forum on Professional ethics and Healthy Work Culture on 11-02-2022



48 Faculty Forum.

Date: 11.2.2022

Venue Seminar Hall.

Dept: Dr. V Anantha Lakshmi

Name of the Presenter: Dr. V. Anantha Lakshmi

Name of the Presentation

Topic: Professional Ethics and Healthy work Culture.

There was an instruction and a kind of reminder on the prominent topic which is useful for all the teaching faculty.

Principal Madam Dr. V. Anantha Lakshmi instructed teachers to handle the classes assigned to them to produce good results. Tutorial system should be effectively implemented. Assignments and correction of Assignments, tests, mid Exams must be done and marks should be given to the students. Teacher should be good Counsellors, should impart value based education, they should set good example to students. All the responsibilities and duties assigned should be scrupulously handled.

Teachers attendance and punctuality, are given highest priority. Permission, leave rules Code of Conduct are clearly explained for the smooth conduct of discipline.

Signatures of the members present:

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III.Awareness Programme on Code of Conduct to administrators and other staff 1-09-2022



Awareness programme on Code of Conduct to Non -Teaching staff 1-09-2022



Awareness programme on Code of Conduct to Teaching staff 13-12-2022



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DEPARTMENT OF HISTORY

BOARD OF STUDIES IN HISTORY- 2022-23

Resolutions:

The members present for the Board of Studies meeting discussed the syllabus relating to B.A Course in History and proposed the following resolutions:

1. It is resolved to approve the syllabus as appended herewith.
2. It is resolved to approve the model Question papers and blue print for all courses of semester I to V
3. It is resolved to adopt the revised Syllabus for the semester V/VI given by APSCHE/ Adikavi Nannaya University w.e.f.2020-21 admitted batch.
4. It is resolved to implement student exchange or faculty exchange programme with PR Govt. Degree College(A), Kakinada.
5. It is resolved to approve the syllabus for certificate courses "Travel management & Tour operation" to be offered by the department of History in the 2022-2023 academic year.
6. It is resolved to conduct external examination for 75 marks and internal examination for 25 marks for 2020-2021 & 2021-22 admitted batches.
7. It is resolved to approve 40 Internal assessment and 60 external assessment of Examination pattern for I and II Semesters. And also resolved to implement new Continuous Internal Assessment (CIA) introduced by APCCE from 2022-23 admitted batch onwards adopting the question paper consisting of 5 marks, 2 marks and 1-mark Questions.

Continuous Internal Assessment (CIA) as per the pattern shown below by as follows:


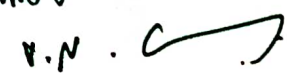

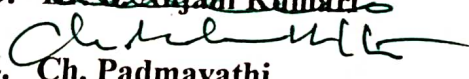


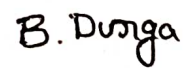
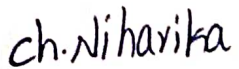
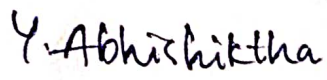
MID-I	MID-II	MID-I Brought Down to	MID-II Brought Down to	Total (Mid I+ Mid II)	Assignment	Seminar/ G.D Field Trip	Clean & Green/ Attendance	Total (I+II+ III+IV)	Brought Down to
30 M	30 M	20 M	15 M	35 M	5 M	5 M	5 M	50 M	40 M

8. The minimum pass mark for external exam is 21. Candidate should get a total of 40 marks in Internal and external examination put together. No minimum marks are prescribed for the internal examinations.

9. During each semester Two internal examinations for each paper to be conducted.
10. It is resolved to approach the local government authorities like ICDS, CPO, PACS, MEO for the students internship /on job training for B.A programme.
11. It is resolved to place the II-year students for internship in V semester.
12. It is resolved approve the Action plan of Dept. Of History for the Academic year 2022-2023.
13. It is also unanimously resolved to use a blended teaching and learning method for the benefit of the students.
14. It is resolved to conduct Classes for higher education and competitive examinations.
15. As per the instructions of Commissioner of Collegiate Education, courses having less than 30% of admissions are to be closed. Hence Resolved to remove B.A het (History, Economics, Tourism and Travel Management) course because of low admissions in the 2021-22 academic year.
16. Resolved to conduct National Seminar in the month of Nov/ Dec 2022.
17. It is resolved to approve the panel of paper setters and examiners is appended herewith.
18. It is resolved to approve the additional inputs into the curriculum.
19. It is resolved to conduct Community Service Project for a period of 180 hrs. after Sem II
20. The following area could be considered for the Community Service Programme.

1. Problems of unorganized Sector
2. Women and Self Employment
3. Women and work burden
4. Problems of migrant labor
5. Livelihood conditions of fishing community
6. Health Status of women
7. working conditions in cigar industry
8. Higher education among girl students
9. on recent welfare programs
10. Problems in Agri. Industry sectors.

Signatures:

- | | | |
|--------------------------------------|--------------------|---|
| 1. Y. Sita Maha Lakshmi | Chairman |  |
| 2. Dr. V. Narasimha Swami | University Nominee |  |
| 3. Sri. B. Naga Raju | Subject Expert |  |
| 3. Dr. B. Anjani Kumari | Subject Expert | |
| 4. Ch. Padmavathi | Industry |  |
| 5. K. Timma Raju | Faculty |  |
| 6. L. Bhanu Teja | Alumni |  |
| 7. Smt. B. Durga | Student Member |  |
| 8. Ch. Niharika II B.A (HET) | Student Member |  |
| 9. Y. Abhishikta Shefali I B.A (HEP) | Student Member |  |

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UG – Life Skill and Skill Development Course Syllabus (2020-21)
UG- LIFE SKILL COURSE

SEMESTER - I

HVPE 20101 (2)

HUMAN VALUES AND PROFESSIONAL ETHICS (HVPE)
(w.e.f. 2020-2021 A.Y)

UNIT: 1 –

Introduction – Definition, Importance, Process & Classifications of Value Education: Understanding the need, basic guidelines, content and process for Value Education Understanding the thought provoking issues; need for Values in our daily life Choices making – Choosing, Cherishing & Acting, Classification of Value Education: understanding Personal Values, Social Values, Moral Values & Spiritual Values.





UNIT: 2 –

Harmony in the Family – Understanding Values in Human Relationships: Understanding harmony in the Family- the basic unit of human interaction, Understanding the set of proposals to verify the Harmony in the Family; Trust (Vishwas) and Respect (Samman) as the foundational values of relationship, Present Scenario: Differentiation (Disrespect) in relationships on the basis of body, physical facilities, or beliefs. Understanding the Problems faced due to differentiation in Relationships. Understanding the harmony in the society (society being an extension of family): Samadhan, Samridhi, Abhay, Sah-astitva as comprehensive Human Goals Visualizing a universal harmonious order in society- Undivided Society (AkhandSamaj), Universal Order (Sarvabhaum Vyawastha)- from family to world family.

UNIT: 3

- Professional Ethics in Education: Understanding about Professional Integrity, Respect & Equality, Privacy, Building Trusting Relationships. Understanding the concepts; Positive co-operation, Respecting the competence of other professions. Understanding about Taking initiative and Promoting the culture of openness. Depicting Loyalty towards Goals and objectives.

Signatures:


I.N. 
A. Venk

K. The 

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UG – Life Skill and Skill Development Course Syllabus (2020-21)
MODEL QUESTION PAPER LIFE SKILL COURSE
Semester: I
HUMAN VALUES AND PROFESSIONAL ETHICS (HVPE)

Time: 2Hrs

Max Marks: 50

SECTION-A

I. Answer any FOUR questions. Each question carries 5 marks. 4 x 5 = 20Marks

1. Write a brief note on ⁸³ Moral and ⁹⁵ spiritual values
2. What are the thought-provoking issues involved in value education? 37
3. Write about the set of proposals to verify the harmony in the family.
4. Do you think that undivided society and universal order is needed in the society? If yes/no substantiate your answer
5. Write about your perspectives on the present scenario, in understanding values in Human relationship?
6. Elaborate on the problems faced due to differentiation in relationships.
7. Explain the concept of professional Integrity?
8. Write a note on the concepts of respect and equality

SECTION – B

II. Answer all the questions. Each question carries 10 marks 3 x 10 = 30Marks.

9. Define and write about the significance of value education in classroom? 14
(OR)
10. Discuss the need for values in our daily life and write how they help us in making choices in our daily lives. p 54
11. Explain the importance of harmony in the family.
(OR)
12. Explain how samadhan, samridhi, Abhay and sah- Astitva work as comprehensive human goals?
13. Write about the importance of taking initiative and promoting the culture of openness.
(OR)
14. How do you understand the concepts positive co-operation, respecting the competence of other professions?

Signatures:

W.S.
V.N. S.
R. Venk
K. Thirumala

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UG – Life Skill and Skill Development Course Syllabus (2020-21)
LIFE SKILL COURSE

Semester: I
HUMAN VALUES AND PROFESSIONAL ETHICS (HVPE)

BLUE PRINT

Name of the Chapter/ Unit	Essay Questions 10 marks	Short Questions 5 marks	Marks Allotted to the Chapter
1.UNIT - I	02	2	30
2.UNIT - II	02	4	40
3.UNIT - III	02	2	30
Total Marks Including Choice	60	40	100

Signatures:

Tals

V.N. C

B. Venky

Chp

K. Thimothy