

KVR Govt. College for Women (A), Kurnool

2nd Governing Body Meeting

14.12.2019

Minutes of the Meeting

The Members of the Governing Body met at 11 AM on 14.12.2019 at KVR Govt. College for Women (A), Kurnool under the chairmanship of Sri. M.M Nayak, IAS, Special Commissioner of Collegiate Education, Government of Andhra Pradesh, Vijayawada discussed the proposed items and resolved the following. The following members have discussed the agenda items thoroughly and made resolutions on items listed in the subsequent paragraphs.

S.No	Category	Designation in the GB	Name of the Chairperson & Members of GB	Remarks
1	Educationist	Chairperson	Sri.M M Nayak, IAS Commissioner of Collegiate Education	ATTENDED
2	Industrialist	Member	Sri K C Kalakura Group of Kalkura Hotels	ATTENDED
3	Professional	Member	Prof. Madhusudana Varma Dept of Statistics Rayalaseema University	ATTENDED
4	Teacher Nominee	Member	Dr.K.Veerachari Reader in Economics	ATTENDED
5	Teacher Nominee	Member	Dr.M.Indira Shanthi Lecturer in History	ATTENDED
6	UGC Nominee	Member	Prof Neethu Tulasidharan UGC, New Delhi	NOT ATTENDED
7	State Government Nominee	Member	Dr.C V Rajeswari RJDCE, Kadapa	ATTENDED
8	University	Member	Prof.D V R Sai Gopal	NOT ATTENDED

	Nominee		S V University, Tirupthi	
9	Principal of the College	Ex-officio Member & Secretary	Dr.C V Rajeswari	ATTENDED
10		Special Invitee	Dr. D. Giri Academic Guidance Officer O/O Commissioner of Collegiate Education, Vijayawada.	ATTENDED
11		Special Invitee	Dr. P. Anil Kumar Academic Officer O/O CCE, AP, Vijayawada.	ATTENDED
12		Special Invitee	Sri P.Sreedhar Academic Officer	ATTENDED
13		Special Invitee	Dr.C.Obulapathi Controller of Examinations	ATTENDED
14		Special Invitee	G. Indravathi Academic Coordinator	ATTENDED

1. Action Taken Report (ATR) on the Resolutions made in Governing Body Meeting -1 held on 08.08.2017 at the Office of the Commissionerate of Collegiate Education, Govt. of Andhra Pradesh, Vijayawada.

Discussion : The member secretary explained about the implementation of resolutions made in 1st G.B. meeting.

Resolution: The chairperson and members noted item wise implementation and satisfied with the action taken by the Principal

II ACADEMIC ASPECTS

2. Ratification of the resolutions made in the 3rd Academic Council Meeting held on 22.03.2018.

Discussion : The 3rd Academic Council Meeting of the College was held on 22.03.2018 and the resolutions and ATR adopted in the Meeting are placed before the Governing Body. For all the semester VI

final year students cluster papers were introduced from the academic Year 2017-18.

Resolution : All the proceedings of the 3rd Academic Council Meeting of the Academic Year 2017-18 has been ratified.

3: Ratification of the resolutions made in the 4th Academic Council Meeting held on 31.10.2018.

Discussion : As per the 4th Academic Council Meeting held on 31.10.2018, the first year syllabus was changed according to the norms of the Rayalaseema University followed by all the Departments. It is suggested by the Spl. Commissioner of Collegiate Education that an Academic committee must be formed and the Committee must consider the local needs for framing of Syllabus.

Resolution : The proceedings of the 4th Academic Council Meeting of the Academic Year 2017-18 has been ratified.

4. Ratification of the resolutions made in the 5th Academic Council Meeting held on 24.10.2019.

Discussion : As per the 5th Academic Council meeting held on 24.10.2019, the second year syllabus was changed according to the norms of the Rayalaseema University and is followed by all the departments which is approved in their respective BOS meetings.

Resolution : The proceedings of the 5th Academic Council Meeting of the Academic Year 2018-19 has been ratified.

5. Ratification of newly nominated members of GB meeting by the Affiliated University i.e Rayalaseema University for 3 consecutive years i.e. 2019-20 to 2021-22.

Discussion : Two University Nominnees namely Professional (Prof of a University) Prof. S. Madhusudhan Verma, Dept. of Statistics, Rayalaseema University and another member from Industry Sri.N.V.Subba Rao, AGRISOL (India) pvt. Ltd, Near HRs, Admin Udumalapadu Village, Dhone Mandal, Kurnool District were nominated.

Resolution : The nomination of two members by the Rayalaseema University has been ratified.

6. Ratification of starting of New Courses for the Academic Year 2018-19 and 2019-20

Discussion: The following new courses have been started from the academic year 2018-19 as approved in 3rd Academic council meeting on 22.03.2018.

UG: - (i) B. Com (General) Course

(ii) B.Sc (Data Science) with the combination of Computer science & Maths.

PG: - (i) M.A (Economics)

(ii) M.A (Rural Development)

(iii) M.A. (History)

(iv) M.A (Telugu)

- Conversion of BA (CA) Economics, Commerce and Computer Applications group to BA (HECA) History, Economics and Computer Application from the academic year 2019-20. For the past 2 years no one joined in BA (CA) group and BA (HECA) is of more demand among the students in view of Group Services exams.
- Proposals were sent for M.Sc Computer Science for the academic year 2019-20.
- It is suggested by the Chairperson to abridge the number of courses and remove redundant courses. Advised to assess all the courses, and plan for implementing demand driven courses like Geography, Environmental Sciences, Public Administration, Anthropology etc. Suggested to remove redundant PG courses like MA(Rural Development) and to include market oriented courses such as MA Journalism and M.Sc (Home Science) from the Academic Year 2020-21.
- It is also suggested by the GB members for the renewal of computer type writing or to introduce short hand as vocational course with a view to encouraging skill oriented and employability skills among the students.
- It is proposed to start market oriented Degree Course BA- History, Economics & Journalism and Mass Communication from 2020-21.
- Suggestions made by chairman was noted and will be proposed in next Board of Studies and Academic Council.

Resolution: The newly established Courses from the academic Years 2018-19 and 2019-20 has been ratified.

7. Ratification of the Implementation of 40:60 for internal and external assessment from the academic year 2017-18 with I Years as it was approved in the 3rd AC Meeting dated 22.03.2018.

Discussion : The principal presented the distribution of marks as 40:60 for the UG Courses from the academic year 2017-18, as it was approved in the 3rd Academic Council meeting dated on 22.03.2018.

(a) 40 marks are allotted for internal assessment – The Split up is given below:

(i) Two tests of summative nature each carry 20 marks whose average is taken.

(ii) For Assignments- 5 Marks

(iii) For Seminar- 5 Marks

(iv) Surprise objective Test- 5 Marks

(v) Attendance- 5 Marks

(b) 60 marks are allotted for external assessment the split up is given as below.

(i) Section- A: 5 out of 8 ; 5X4 Marks= 20 Marks

(ii) Section B: 5 Questions with Internal choice; 5X8M=40 Marks

- It is suggested by the Chairperson to replace assignments with online MOOCS and the fund must be met from the Exam Branch i.e., Rs. 25000/- for all the students to enroll into Spoken Tutorial anchored by IIT, Bombay with effect from the Academic Year 2020-21.

Resolution: Implementation of the allocation of internal and external assessment from the academic year 2017-18 has been ratified.

8. Ratification of introduction of certificate courses

Discussion : As per the resolutions made in the staff council meeting and approved in 5th AC Meeting dated 24.10.2019 certificate courses are mandatory for any Semester III to VI UG Courses from

2019-20 for by collecting a fees of Rs.150/- per candidate. The duration of the course will be of 45 hours with 3 credits.

- It is proposed to introduce skill oriented/ employable courses.
- It is also suggested to introduce shorthand course and to continue at least for 2 years for getting better results.

Resolution :The introduction of certificate courses from the Academic Year 2019-20 has been ratified.

9. Result Analysis for the last two out gone Autonomous batches (2015-18 & 2016-19)

Discussion : Result Analysis for the academic years 2015-18 and 2016-19 of two autonomous batches are placed before the GB meeting. The students of batch 2015-18 achieved 83% and 2016-19 batch achieved 81 % success rate.

- Distinctions - 145, I Class -299 , II Class – Nil, III Class - 5 out of 538 students appeared in 2015-18.
- Distinctions - 165, I Class -214 , II Class – Nil, III Class - 1 out of 472 students appeared in 2016-19.

Chairperson expressed his satisfaction about the success rate of the students of the both the years and suggested to maintain the quality of results.

10. Ratification of Academic Calendars of the academic years 2017-18, 2018-19 & 2019-20 for UG & PG Courses.

It is submitted to the GB for ratification of Academic Calendars for 2017-18 to 2019-20 for UG & PG Courses.

Discussion : The Chairperson and the members noted the academic calendars for 2017- 18 to 2019-20 for UG & PG Courses

Resolution : The Academic Calendars for the Academic Years 2017-18, 2018-19 and 2019-20 for UG & PG Courses have been ratified.

11.Ratification of Institutional Action plans for the Academic Years 2017-18, 2018-19 & approval for the Academic year 2019-20 for UG & PG Courses.

Discussion : The Institutional Action plans are submitted to the GB for ratification for UG & PG Courses.

Resolution :The Institutional Action plans for the Academic Years 2017-18, 2018-19 are ratified & Institutional Action plan for 2019-20 for UG & PG Courses are approved.

III ADMINISTRATIVE ASPECTS:

12. Ratification of appointment of Assistant Controller of Examinations for the 3 Consecutive years 2017-18, 2018-19 &2019-20.

Discussion : As per the resolutions made by the 4th Academic council meeting dated 31.10.2018 Dr. J.Vasundharamma, Lecturer in Botany and Dr.B.Parimala Devi, Lecturer in Commerce were nominated as Asst. Controller of Examinations.

Resolution : The Appointments of Asst. Controllers of Examinations are ratified by the GB.

13. Ratification of appointment of Convener and members of Finance Committee for the 3 consecutive Years i.e from 2017-18, 2018-19 & 2019-20.

Discussion : As per the suggestions made in GB Meeting-1 the Finance Committee was formed with the following members and submitted to the Governing Body for ratification. Dr.C.V.Rajeswari, Principal as Chairperson, Dr.K.Veerachari, Reader in Economics, Dr.K.Mahboob Basha, Lecturer in Commerce, Sri. S.Vijay Kumar, Superintendent, Imran Khan.P, CA Rajasekhar.S, CA nominated as members of Finance Committee

Resolution : The Appointments of Convener and members of Finance Committee for the 3 consecutive Years i.e from 2017-18,2018-19 & 2019-20 are ratified by the GB.

14. Ratification of reconstitution of members of Academic Council from 2017-18 to 2019-20.

Discussion : The Academic Council has been re constituted from 2017-18 to 2019-20 with the following members is submitted for ratification. Dr.C.V.Rajeswari, Principal as Chairperson, Prof. Venugopal Rao Dept. of Management , SK University, Anantapur & Dr.D.V.R Sai Gopal, Dept. of Virology, S.V.University, Tirupati, Prof. S.Jyothi, Dept. of Computerscience, SPMVV, Tirupathi as University Nominee, Sri T.G.Bharath, CEO, Sree Rayalaseema Hi- Strength Hypo Ltd, Kurnool as member industry, Sri. Buchanna, Auditor, Kurnool as member Commerce, Dr.Radhika, Gynecology, Kurnool as member medicine and Dr.M.Nagaraju, Rtd. Principal, GDC, Banaganapalli, Kurnool as member Education.

It is submitted to the GB for the appointment of members of Academic Council from 2017-18 to 2019-20.

Resolution : **The Appointments of Chairman, University Nominees and members of Academic Council of 2017-18, 2018-19 and 2019-20 are ratified.**

15. Ratification of appointment of coordinator and members of Academic Cell for 3 Consecutive years i.e from 2018-19, 2019-20 & 2020-21.

It is submitted the GB for ratification of appointment of Academic Cell members.

Discussion : The following staff members are nominated for Academic Cell from 2018-19 and submitted to the Governing Body for ratification. Smt. G.Indravathi, Lecturer in Biotechnology as Coordinator, Dr.B.Anusha, Lecturer in Chemistry, Dr.B.Parimala Devi, Lecturer in Commerce, Smt. P.Shajahan Begum, Lecturer in Zoology, Smt. Y.Sunitha, Lecturer in English and Sri. Masrath Khan, Contract Lecturer in computer science as members of Academic Council. Commissioner suggested the Academic Cell to visit the best Colleges and to share the information with the teachers by conducting meetings. Seminars must be given by students. Academic Cell has to fix Guest Lecturers, Seminars and workshops to be conducted in the College.

Resolution : The Appointments of Coordinator and members of Academic Cell for 3 Consecutive years i.e from 2018-19, 2019-20 & 2020-21 has been ratified.

IV. FINANCIAL ASPECTS:

16. Ratification of the expenditure incurred during the Academic years 2015-16, 2016-17, 2017-18 & 2018-19.

Year wise expenditure incurred from the Self fund and Examination fee accounts on reimbursement basis from UGC autonomy Grant.

1.2015-16: Rs.2612101-00

2.2016-17: Rs.1364374-00

3. 2017-18: Rs.4531143-00

4. 2018-19: Rs.2126644-00

Discussion : The Chairperson and the Members enquired about the funds available in Self fund & Examination fee accounts and whether the expenditure is audited

Resolution : The Finance committee resolutions towards the expenditure incurred during the academic years 2015-16, 2016-17, 2017-18 & 2018-19 have been ratified.

17. Ratification of expenditure incurred by Examination cell for the academic years 2017 -18 & 2018-19.

Expenditure incurred by Examination cell for the academic years 2017-18 & 2018-19 is submitted in the Governing Body Meeting.

Discussion: The chairman asked for expenditure and income details

Resolution: The expenditure incurred for the academic years 2017-18 & 2018-19 has been ratified.

18. Ratification of Utilization of the expenditure during the years 2015-16, 2016-17, 2017-18 & 2018-19, which has been utilized from Self fund and Examination fee accounts on reimbursement basis from UGC autonomy Grant

Discussion: The chairperson and members verified the audited UCs & Statements of expenditure and recommended to submit the same to UGC for reimbursement from Autonomy grant

Resolution : The Utilization of expenditure incurred during the Academic years 2015-16, 2016-17, 2017-18 & 2018-19 has been ratified.

19. Approval of Blue print for utilization of funds for the year 2019-20.

Discussion: Chairman enquired about opening balance and closing balance, Blue print for utilization of funds for the Academic year 2019-20 is submitted in the GB Meeting for approval.

Resolution : The Blue print for utilization of funds for the Academic year 2019-20 has been approved by the GB.

20. Ratification for the utilization of Accumulated Funds used for NAAC purpose for the Academic year 2019-20 for an amount of Rs.24 lakhs from accumulated funds.

Discussion : The Chairperson and members enquired about the expenditure.

Resolution : The utilization of Accumulated funds for NAAC purpose for the academic year 2019-20 has been ratified by the GB.

21: Approval of enhancement of honorarium for University Nominee and Subject Experts, Controller of Examinations, Chief Superintendent, Observers and Invigilators, Computer Operator/ Technical Assistant from the academic year 2019-20.

Discussion : The Chairperson enquired about honorarium of the above and gave permission for enhancement.

It is proposed to enhance the honorarium as follows.

- For University Nominees – Rs 1000/- to 2000/-
- For subject Experts - Rs.500/- to 1000/-
- For Controller of examinations-Rs.8000/- to 10000/- per Month
- For Chief Superintendent- Rs. 100/- to Rs.200/-
- For Observers- Rs.80/- to Rs.120/-
- For Invigilators Rs.80/- to Rs.100/-
- For Computer Operator- Rs.6000/- to Rs.8000/-

Resolution : The enhancement of honorarium as mentioned above from the academic year 2019-20 has been approved by the GB.

22. Approval of Proposal for enhancement of remuneration for evaluation of answer scripts from the academic year 2019-20

It is submitted to GB for approval from the academic Year 2019-20.

Discussion : Commissioner has suggested to maintain standards in papers setting and evaluation. The remuneration for evaluation has been enhanced Rs.10/- to Rs.12/- for all subjects and for foundation courses enhanced from Rs.5 /-to Rs.6/-. @ 20%.

Resolution : The enhancement of remuneration for valuation of answer scripts has been approved as mentioned above from the year 2019-20.

23. Approval of allotment of an amount of Rs.1 lakh as seed money for Research activities by the faculty and Students for the year 2019-20 from self finance fund.

Discussion :The Chairman and the members enquired about the Research Activities and utilization of seed money. The seed money will be utilized to meet the expenditure towards registration, accommodation, food and travel. According to the NAAC , the seed money is essential to facilitate the research activities in the College.

Resolution : An amount of Rs.1 Lakh as seed money from self finance fund for Research Activities for the year 2019-20 has been approved.

V – OTHER ASPECTS:

24. The Chairperson/Commissioner suggested for the improvement of Ranking of NIRF by the teacher and students to be below 200.

Discussion: The chairman suggested the following strategy for effective translation of quality in college

- Proposed to collect funds from the Alumni.
- Performances of the guest faculty must be reviewed based on the competencies and replace the guest faculty with the most competent

teacher available in the market. It is suggested to follow stringent procedure while recruiting Guest Faculty for both PG and UG.

- To Increase the usage of Virtual and Digital Class Rooms.
- To strengthen placement Cell and be in regular touch with HRs of software , Chemical and Pharma Industries at least 20% of outgoing students must get jobs.
- Proposed to have 20 additional classrooms.

To introduce shorthand Certificate course from the next Academic Year 2020-21.

25. Fixation of Date and Venue for Next Governing Body Meeting.

It is submitted to GB for fixing of date, time and Venue for next GB Meeting-3.

Discussion : Chairperson has suggested to conduct next GB meeting in the last week of March 2020.

Resolution : It is resolved to conduct of next GB Meeting in the last week of March/April 2020 in the College.



**Chairperson of the Governing Body Meeting &
Commissioner of Collegiate Education,
AP, Vijawada**