

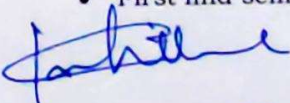
Minutes of the staff meeting held in the
IQAC conference hall on 03-07-2019

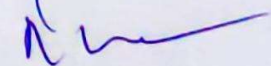
A staff meeting was held on 3rd July 2019 in IQAC Conference Hall and discussed the following issues related to academic and non-academic matters.

Agenda:


1. Admissions
2. Time table
3. Distribution of class work
4. Teaching diaries and notes
5. Attendance
6. Virtual and digital classes
7. Minor works
8. Arrangement of guest faculty
9. Library; book binding works
10. Seminar and workshops
11. Anti-ragging
12. Bridge Course
13. Academic Calendar

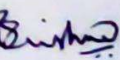
- Lecturers are instructed to follow the timetable strictly and follow academic calendar to complete the syllabus as per the schedule.
- Online attendance should be used for student's attendance.
- Lecturers are instructed to make use of virtual and digital classrooms.
- Renovation and minor works will be done after the release or sanction of funds.
- Arrangement of guest faculty can only be done when there is sanction post or depending on the workload.
- Anti-ragging committee was formed, a meeting was held with students under the guidance of a Judge as a resource person. Anti-ragging committee should have vigilance on students.
- Bridge course should be conducted in all subjects.
- Lecturers are instructed to follow the academic calendar and inform the same to the students.
- Teachers should strive to get A+ grade in the NAAC.
- Seminars, Workshops, Community centric activities and observation of important days should be conducted by every department.
- First mid semester exams will be held from July 25th , 2019 .

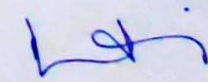
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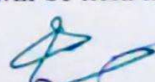
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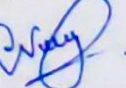
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Action taken Report 02-08-2019

- Department of Political Science has organised a Two-Day Seminar on 30th and 31st July, 2019.
- On 1st August Vanam Manam Programme was conducted and planted saplings in the campus.
- Proposals for Seminars and Workshops are prepared by English and Economics departments.



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Minutes of the staff meeting held in the
IQAC Conference Hall on 12-08-2019

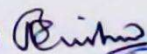
A staff meeting was held on 12th August 2019 in IQAC Conference Hall and discussed the following issues:

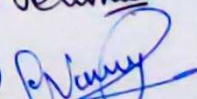
- To introduce job-oriented programmes from next academic year. Apprenticeship based programmes need to be started.
- To evaluate the mid sem-1 papers and conduct remedial classes for the slow learners.
- To work on field projects and internship programmes.
- To prepare LMS lessons at least one lesson per lecturer.
- To plan on student exchange and faculty exchange programmes.
- Faculty are requested to check the dates of MoUs and need to get fresh or renewal of MoUs.
- Faculty are requested to concentrate on Linkages and Consultancy.
- Faculty are requested to apply for State Best Teacher Awards.


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
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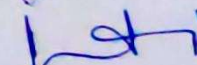
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Action taken Report : September 06-09-2019

- Dr.D.Narayana Rao and Dr.T.M.A.Niveditha received State Best Teacher Awards for the academic year 2019-20.
- New computer-based programmes are planned to introduce in departments of Computer Science and Commerce next academic year.
- Honours Programmes are proposed to introduce from the academic year 20-21
- Students and faculty actively participated in Fit India Movement Program was organised on 29th August, 2019. Yoga and meditation programmes are conducted.



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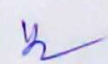
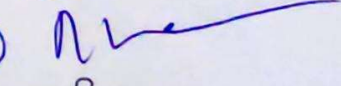


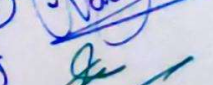
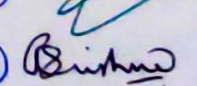
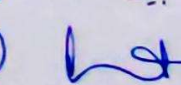
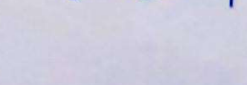
Minutes of the staff meeting held in the
IQAC Conference Hall on 16-10-2019

A meeting was held on 16th October, 2019 and the following resolutions are made:

- All the coordinators of Best Practices are instructed to perform the activities regularly. The best practices should be recorded in systematic procedure with all required evidences. A well-maintained record may fetch good grades during academic audit.
- The staff council has decided to introduce BMS program in Maritime logistics as three-year degree course, apprenticeship based from the academic year 20-21.
- The funds which have been allocated under NIRF and RUSA are to be spent judiciously for various purposes. Proposal for 3 crores for new additional class rooms, construction of 1st floor for library digitalization, purchase of computers was placed under NIRF scheme.
- In view of upcoming semester examinations to be held from 29-09-2019 all the faculty must complete the syllabus in time. Extra classes need to be taken to train the slow learners.
- All the class counsellors are need to see that all the students have applied for the examinations and distribute the hall tickets.

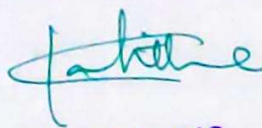
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Action taken Report : 13-11-2019

- Semester examinations for final year students have been successfully completed. Semester -1& 3 examinations are going on.
- Proposal for 5 crores under RUSA 2.0 component-8 "**Enhancing quality and excellence in teaching and research in select Autonomous colleges**" have been placed.
- Construction of new additional class rooms and enhancement of department facilities are placed under hard component.
- Career Counselling Centre, Innovation & Incubation Centre, teacher & student exchange programmes, LMS centre and mentoring other institutions are the items placed under this scheme.



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Minutes of the staff meeting held in the
IQAC Conference Hall on 14-11-2019

To organise meeting with LSC in order to introduce BMS Maritime Logistics.

To improve the activities and conduct student seminars & guest lectures.

To organise blood donation camp and create awareness on this to the students.

Faculty are requested to apply for various schemes to conduct seminars and workshops.

Gender based programmes to be organised.

Awareness on ethics and human values should be created among students.


Faculty are requested to do online refresher courses and also encourage students to participate in MOOCs online courses.

Faculty are instructed to assign project works to the semester-6 students. Also encourage students to apply for the filed projects to attend in summer.

All the faculty members must concentrate on research work and publish papers in peer reviewed/ UGC journals.

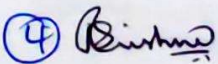


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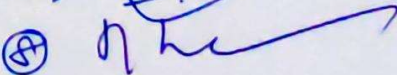
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Action taken Report 20-02-2020

- A meeting with LSC (Logistic Skill Council of India) was held on 13-12-2019 and decided to introduce BMS Maritime Logistics Programme recommended by MHRD and CCE, AP. MoU was signed on 19-02-2020 with the participation of Prof.S.Ganesan and Prof. Gayathri Harish from LSC, Chennai, India.
- Mega Blood Donation Camp was conducted on 4th December, 2019.
- Conducted **"ELL Software Hands on practice workshop"** in association with Cambridge University Press on 30th December, 2019. G.Srinivasa Rao from Cambridge University Press has acted as Resource Person. 2 lecture sessions on how to use the ELL software followed by hands on practice have been taught during the workshop. 60 faculties from English department have been benefited from 4 districts - Visakhapatnam, Vizianagaram, Srikakulam and East Godavari with this workshop.
- Conducted one day Orientation Programme on implementation of RRC to coordinators with Master Trainers of Zone I on 4th January, 2020.
- Organized **38th Annual Conference of the Andhra Pradesh Economic Association** on 8th and 9th February, 2020. Dr.D.Narayana Rao acted as local Organizing Secretary of this year for APEA. Prof.L.K.Mohan Rao, Chairman, AP Economic Association; Prof.K.C.Reddy, Chancellor, Rajiv Gandhi University of Knowledge Technologies, A.P and Prof.P.Desvasena Naidu, Dept. of Economics, S.V.University, Tirupati attended as distinguished chief guests.



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Minutes of the staff meeting held in the
IQAC conference hall on 14-04-2020

- To discuss various issues related to academic and to take certain resolutions during the Pandemic. As per the G.O. RC 202 given by the Health Medical and Family Welfare Department dated 18th March 2020, The Staff Council decided to go for the lockdown from 19th March to 31st March.
- By the time of lockdown practical exams for all classes of 2nd, 4th and 6th semester completed. All Covid-19 related circulars have been circulated through WhatsApp groups to the students.
- It has been proposed to follow the instructions of UGC and engage students through various ICT lesson platforms such as Swayam, MOOCs, e-PG Pathshala ,Swayam Prabha , YouTube , LMS and so on.
- Lockdown is extended up to 14 April due the increase in the rate of Covid-19.
- IQAC proposed to engage students through online platforms such as Zoom app, Google meet, Youtube lessons or communicating notes through Whatsapp.
- To conduct classes to the students of 2,4 and 6 semester under "Bharath Padhe online" and day wise report should be uploaded in the CCE website.
- To make students participate in creating awareness among the public through poster presentation, videos and other means by maintaining social distancing.
- To introduce various market-oriented programs from 2020-21 academic year in Computer Science, Commerce, Physics, Chemistry and Economics.
- To keep proposals for UGC NSQF, DST FIST and DBT star college schemes.
- To conduct webinars and quiz programmes.

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Action taken Report 31-05-2020

- New Programmes are proposed for the Academic year 2020-21:
 1. B.Sc Mathematics, Statistics and Computer Science
 2. B.Sc Physics Hons
 3. B.Sc Chemistry Hons
 4. B.A Economics Hons
 5. B.Com Computer Applications
 6. B.Com Accounting and Taxation
- Online classes are conducted through online platforms for 2,4 &6 Semesters. Also notes and assessment are assigned to keep students engaged during lockdown.
- Conducted online Quiz competitions by the departments of Zoology, Sanskrit, Telugu, Computer Science, Commerce and Environmental Science.
- Conducted awareness programmes on COVID-19 through e-posters prepared by the students of DrVSK GDC(A), VSP.
- Conducted National Level multidisciplinary webinar on **"IMPACT OF COVID-19 ON INDIAN ECONOMY- SOME CHALLENGING ISSUES"** on 23rd May, 2020 by the departments of Economics, Commerce, English & Zoology.
- Proposal for DST FIST programme have been placed.



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