Meeting

23-8-21

The CPDC met under the chairmanship of Dr. Ch. Nagamani, Principal of the college on 23-8-21

The minutes of the previous meeting were approved.

Action taken report

1. Proposals for reduction of intake and new courses were submitted online.

2. All the staff members are using OTLP app effectively and the workdone statements ~~we~~ are being uploaded on HOI login Every month

3. ~~50~~ More than 80% of the faculty are using G-Suite. Prefinal Exams were conducted ~~the~~ online successfully through G-suite and Techmint

4. In view of I Sem Exams all the guest faculty are attending college from 11th August.

Afterwards, the following agenda was discussed.

1. Academic Inspection
2. RUSA Equipment installation
3. Principals superannuation

The committee discussed

the items of the agenda in detail.

1. The chairperson informed the Committee that Depth inspection was carried out by RJD office team consisting of Sri P.V.R. Koteswara Rao, Supdt, Sri V.V.N. Murthy, Senior Assistant, Sri A.S. Chandra Sekhar Reddy, Junior Asst and Sri A. Durga Prasad, junior asst. She added that the team thoroughly verified the records and made many valuable suggestions so as to improve documentation culture in future. She Expressed hope that RJD will visit the college in the next 2 or 3 days. The committee resolved to note down the observations of the team and follow their advice.

2. Dr. G. Sailaja, RUSA Coordinator presented the details of Equipment received by the college on 17-8-21.

Item Description	quantity
1. H P windows 10 professional AMD Micro PC Model	50
2. G/p bus LCD, infrared optical interactive panels	04
3. Nuya feeder	20

4. Numeric 10.0 KVA UPS model — 02

5. AHUJA Analog 24 VPA Mixer Model — 01

6. AHUJA Microphone model — 01

7. AHUJA Powered 24V PA Mixer model — 01

The committee discussed the best possible location for installation of UPS and computers. It is resolved to install UPS in the room with grills attached to computer lab as there is ample space and cross ventilation. As the electrician advised to install it within a week or 10 days, lest the batteries can discharge, it is resolved to take up the work immediately. As there is no other source available it is resolved to utilize self finance fund and recoup the amount as and when renovation amount is released.

The chairperson informed the members that the commissioner assured to provide computer tables under renovation, it is resolved to keep the installation of computeraide. Apart fromt the specificationfor computer lab have yet tobe received from CCE.

The total Expenditure for electrical work for computer lab and UPS will be approximately 90000/- as per the Estimate drawn by the electrician. As the Principal is retiring from service on 31-8-21, cheque payment can't be made. Hence it is resolved to ~~take~~ ~~out~~ up only UPS installation work at present.

3. The President of the committee informed the members that she has sent proposal for FAC on 2-8-21 and is doing followup with the concerned officers of CCE and hoped that the orders will come soon so that she could handover the charge in time. She thanked the committee members for their continued support during her tenure.

Ch. Naga 23.8.21
PRINCIPAL & PRESIDENT

Signatures of the members Present

1. Ch. veera Raghava swamy
Vice President
2. G. Janardan Guptha
Secretary
3. Dr. D. Seshagiri Rao
Educationist
4. S. Mythili
Special Invitee
5. K. Narayana Rao
Businessman
6. S. Lakshmikantham
Teacher Member — S. [illegible]
7. Dr. P. Saibabu
Teacher Member — [illegible]
8. [redacted] Sk. Jareena Begam
Teacher Member
9. Dr. G. Sailaja
Teacher Member — [illegible]
10. Ch. Sundar Singh
Teacher Member
11. P. Amitha
Alumni Representative — P. Amitha.

Meeting 24-7-2021

The CPDC met under The Chairmanship of Dr. Ch. Nagamani, Principal of the College on 24-7-21.

The minutes of the previous meeting were approved.
Action taken report.
1. LMS videos were shown to students on regular basis.
2. More than 150 students registered for online courses like spoken tutorials and were awarded certificates.

3. Certificate course in Gandhian Philosophy was conducted.

4. Parents meeting were conducted separately for the I-year students of various courses.

5. Department of Commerce, Political Science and Telugu organized national webinars.

6. The Principal contacted the EE of APEWID to expedite the tender process for civil works under RUSA

Afterwards the following agenda was placed on the table for discussion
1. Proposals under rationalization
2. OTLP

3. Admission campaign.
4. Dynamic website & G-Suite account

I. In view of rationalization, the members resolved to make the following proposals.

1. To submit proposal for reduction of sanctioned intake for the existing B.A section from 60 seats to 30 seats.

2. To submit proposal for reduction of sanctioned intake for the existing B.Com (general) section from 60 seats to 30 seats.

3. To propose converting the existing B.Sc (MPC) and B.Sc (BZ) programmes from Telugu medium to English medium.

4. To propose introduction of B.A programme with the combination of Political science, Economics and Social work with an intake of 30 seats from the academic year 2021-22.

5. To propose introduction of P.G programme i.e M.Com with an intake of 30 seats from the academic year 2021-22.

II All staff members should upload classroom videos including virtual practicals video on OTLP app. The members ~~of~~ felt that all the members should ~~be res~~ take ~~the~~ issue seriously and upload ~~accurate~~ provide accurate data without any deviation.

III Admissions for the year 2021-22

Resolved to contact intermediate passouts of neighbouring colleges over phone and motivate them to take admission in the college. Resolved to follow the instructions of the commissioner to conduct induction programme in a more systematic manner, To give wide publicity through flyers and brochures.

IV The chairperson informed ~~the~~ staff that the college website has been upgraded to dynamic website on 7-6-2021 and got approval for google workspace on 10-6-2021. the college and staff got google workspace for Educational fundamentals (GSuite)/mail Ids on 17.6.21. The Principal and ~~staff~~ CPDC appreciated S. Vijaya, JKC mentor for her sincere efforts and coordination in completing the process.

V The CPDC committee reviewed the guest faculty issue. As all of ~~them~~ ~~come~~ commute from surrounding villages, ~~it~~ ~~is~~ They dont have transport facility due to 2nd wave of COVID-19 sit it resolved to allow them to work from home for the next 2 weeks.

Ch. Naga 24.7.21
PRINCIPAL & PRESIDENT

1. Ch. Veeraraghava Swamy
2. G. Janardan Gupta
3. Dr. D. Seshagiri Rao
4. Smt S. Mythili
5. K. Narayana Rao
6. S. Lakshmikantham S. [illegible]
7. Ch. Sundar Singh
8. Smt Sk. Jareena Begam
9. Dr. P. Saibabu [illegible]
10. Dr. K. S. V. Ranga Rao
11. Dr. G. Sailaja [illegible]
12. P. Amitha P. Amitha

Meeting

08-02-21

The CPDC met under the chairmanship of Dr. ch. Nagamani Principal of the college at 4.00 PM on 8-2-21.

The minutes of the previous meeting were approved.

Action Taken Report

1. The chairperson brought to the notice of the committee the efforts made by ~~her~~ her in seeking permission to utilize accumulated fund. As the permission is not granted due to rule position, the college found itself in financial crisis. only after the II & III year students paid fees, the attenders were paid salaries for ~~the~~ 2 months.

2. As for electrical dues, the college has to rely on self financial fund which is also going to dry. Again representation was ~~so~~ forwarded to CCE for funds for payment of arrears. ~~The said of the students~~ Came not yet ~~effort~~

Afterwards, the following agenda was discussed.

1. Action plan for improving student strength in II phase online admissions

2. conduct of I year classes.
3. Biometric for faculty and students
4. Usage of LMS

5. Monthly News Letter.
6. online courses.
7. certificate courses
8. Parents Meeting.
9. National webinars
10. Any other

① The committee reviewed The I phase admission status which is as follows

Given web options	allotted	reported
22	22	22
15	16	15
22	22	22
31	32	31
24	24	24
10	10	10
		123

The group incharges will be instructed to contact students who have not yet registered due to communication gap and take The responsibility of guiding them to register and give web options in the second phase.

2. The academic coordinator (Sri sundar singh) informed the committee that group wise orientation was conducted for I year students on 25-1-2021 and classwork commenced from 27-1-21.

3. Biometric attendance coordinator

Smt. Sk. Jareena reviewed the attendance status and briefed the efforts being taken by the committee to ensure marking of regular biometric attendance for faculty and students.

4. The committee appreciated the efforts made by the college in designing newsletter for the month of January 21.

5. The secretary suggested that the faculty should encourage the students to do online courses.

6. Dr. K.S.V. Ranga Rao stated that the addon course on "Gandhian Philosophy" will be conducted this year too.

7. Parents meeting will be conducted for I year students groupwise.

8. In view of COVID-19 pandemic all colleges are conducting national webinars on various relevant topics. The departments of Political science, commerce and telugu came forward to organise national webinars in Feb last week or march tentatively.

9. In view of retirement of D.V.S. Lakshmi, Physical

Director Smt. Sk. Jareena Beg was nominated as teacher member in her place.

10. In view of the administrative sanction for an amount of Rs 140 lakhs for construction works (Proceedings of the State Project Director, RUSA dated 22.7.20) it is resolved to follow up APEWIDC authorities to take up civil works.

Ch. Nagen 08-02-25
PRINCIPAL & PRESIDENT

Signature of the members present

1. CH. Veeraraghavaswamy, Vice President
2. G. Janardan Guptha, Secretary
3. Dr. D. Seshagiri Rao, Educationist
4. Smt. S. Mythili, Special Invitee
5. K. Narayana Rao, Businessman
6. S. Lakshmikantham, Lecturer in Commerce — S. Lakshmi [illegible]
7. Ch. Sundar Singh, Lecturer in Physics — Ch. Sundar Singh
8. Smt. Sk. Jareena Begam, Lecturer in Telugu
9. Dr. P. Saibabu, Lec in Pol. Sci — [illegible]
10. Dr. K. S. V. Ranga Rao, Lec in Pol. Sci
11. P. Amitha, Alumni Representative — P. Amitha
12. Dr. Siljai — Siljai G

C.P.D.C.

Meeting

9-10-2020

The CPDC met under the chairmanship of Dr. ch. Nagamani, Principal of the College at 11.00 am.

The minutes of the Previous meeting were approved.

Action taken Report

- college annual day was celebrated on 1-3-2020. The committee expressed deepest appreciation to JCE, Palakol and LIONS club for sponsoring the prizes.

- Kishoree vikas was organised successfully.
- The field visit planned by department of physics was deferred due to practical examination.
- Remedial classes and study hours were conducted.

Agenda

1. online teaching & activities
2. Guest faculty renewal
3. Sanitization of campus
4. Nonavailability of funds to pay monthly wages to attender, sweepers & scavenger.
5. Electricity dues.
6. RUSA Grant

The members discussed the agenda in detail.

Minutes of the meeting:

1. The IQAC coordinator gave a brief account of the academic

activites

> online classes by all staff members
> online quiz programmes
> virtual meetings
> National webinar on 'COVID 19 and its Impact on Human Relations'
(organised on 12-8-2020)

> LMS content preparation by Sk Jareena Begum and Dr. R. Sridevi in Telugu & Hindi subjects respectively

> celebration of mother language day and teachers Day through Zoom

2. The Principal brought to the notice of the committee the delay being made in the renewal of guest faculty. The secretary advised to ~~take~~ continue the services of the guest faculty after careful evaluation and assessment of their teaching skill

3. The chairperson congratulated the Examination Committee for conducting semester Exams successfully. She informed the committee that the campus was sanitized with the help of municipal authorities.

4. The chairperson brought to the notice of the committee

about the dismal financial condition of the college. She stated the the funds have gone dry including CPDC and the sweeper, attender and scavenger have not been paid due to the shortage of funds. It is felt that a representation should be submitted to CCE seeking permission to utilize accumulated special fee for the purpose.

4. The college has pending Electricity bills. It is felt that at least half of the dues should be paid from self-finance and should be recouped as soon as the budget is sanctioned.

The meeting concluded with a note of thanks.

5. Consequent of administrative sanction of Grant of 140 lakhs for RUSA, it is resolved to contact APWEIDC authorities.

Ch. Naga
9-10-20.
PRINCIPAL & PRESIDENT

Signatures of the members Present

1. Ch. Veera Raghavaswamy, Vice Pre — Ch.VeeraRaghavaswamy
2. G. Janardan Gupta, Secretary — Gjanardhana Gupta
3. Dr D. Seshagiri Rao, Educationist — D. [illegible]
4. Smt. Sreythi, Special Invitee
5. K. Narayana Rao, Businessman — K Narayana Rao
6. [illegible]
7. S. Lakshmikanthamma, Lecturer — S. Lakshmi [illegible]
8. Ch. Sundar Singh, Lecturer — Ch Sundar Singh

Dr. K.S.V. Ranga Rao - Lecturer

Dr. P. Sai Babu, Lecturer [illegible]

P. Amitha, Alumnus ~~[illegible]~~ P. Amitha

P. Krishna [illegible]