



SIVA SIVANI DEGREE COLLEGE

(Affiliated to Osmania University)

UG Block Vensai Projects, Kompally, Secunderabad, Telangana - 500100.



Cycle-1 NAAC Accreditation 2023

Criteria 5 – Student Support and Progression

5.1 Student Support

5.1.4: The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

- 1. Implementation of guidelines of statutory/regulatory bodies*
- 2. Organisation wide awareness and undertakings on policies with zero tolerance*
- 3. Mechanisms for submission of online/offline students' grievances*
- 4. Timely redressal of the grievances through appropriate committees*

Submitted to



National Assessment and Accreditation Council



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
(Affiliated to Osmania University)

Counselling Committee



Mamatha
PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
(Affiliated to Osmania University)

Counselling Committee

**CONSOLIDATED REPORT FROM THE ACADEMIC
YEAR 2018-19 TO 2022-23**

SNO	Academic Year	No. Of Grievances Received	No. Of Grievances Resolved
1	2022-23	NIL	NIL
2	2021-22	NIL	NIL
3	2020-21	NIL	NIL
4	2019-20	NIL	NIL
5	2018-19	NIL	NIL

Mamathap

PRINCIPAL

PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



Mamathap
PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
(Affiliated to Osmania University)

**SUMMARY OF ISSUES REPORTED AND ACTION
TAKEN
ACADEMIC YEAR 2022-2023**



Mamathap
PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)

SIVA SIVANI DEGREE COLLEGE

(Affiliated to Osmania University)

Counselling Committee

SUMMARY OF ISSUES REPORTED AND ACTION TAKEN

ACADEMIC YEAR 2022-2023

SNO	ISSUES REPORTED	REPORT DATE	ACTION TAKEN	CLOSING DATE
1	NIL	---	NIL	---

Mamathap

PRINCIPAL

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Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



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Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)

SIVA SIVANI DEGREE COLLEGE

(Affiliated to Osmania University)

CONSTITUTION OF COUNCELLING COMMITTEE

ACADEMIC YEAR 2022-23

The Counselling Policy at Siva Sivani Degree College aims to drive environmental solutions towards a sustainable future. Our Goal is Zero harm and operate sustainably without harm to the communities and the environment in which we operate. It is important to create and implement initiatives with the future students to create awareness and put them on a sustainable path.

Campus rules:

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- All the students are required to wear their ID cards while they are in the campus
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- Monitoring through Person and Surveillance Camera to prevent any kind of misconduct during the college hours.
- The student should reach college in time and attend all the lectures as per the timetable and also complete the other assignments and workshops assigned per schedule.



Mamatha

ChairPerson

Counselling committee

PRINCIPAL

**Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100**



Mamatha
PRINCIPAL
**Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100**



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
(Affiliated to Osmania University)

Date: 19-9-2022

CIRCULAR

It is here by informed to all the Counselling committee members to attend the meeting on 21-9-2022 at 10.00A.M .today in seminar hall.

Agenda of the meeting

- Planning to counsel at the time of admission.
- Planning to discuss about the Counselling committee rules with seniors.
- Awareness about the existence of counselling committee.

Mamathap

Chairperson

Counselling committee

PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



Copy to

- All committee members
- The chair person
- File



Mamathap
PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
(Affiliated to Osmania University)

Minutes of meeting of Councelling Committee held on 21-9-2022

Time-10.00A.M

Venue : Seminar hall

The following members attended the meeting of Counselling Committee

sl.no	Name of the Committee Member	Designation	Position
1	Mrs. P. Mamatha	Principal	Chairperson
2	Mrs. P. Vanaja	HOD, Dept. of Management	Convener
3	Mrs. Sharon Ann	HOD, Dept. of English	Co-Ordinator
4	Mrs. D. Anjana	HOD, Dept. of Commerce	Member
5	Mrs. C. Sirisha	Faculty	Member
6	Mrs. B. Sirisha	Faculty	Member
7	Ms. Joyce Ambrose	Faculty	Member
8	Mrs. Jakkani Kruthi	Faculty	Member
9	Ms. Geddam Madhuri	Faculty	Member
10	Shreya	Student Representative	Member
11	Ashwitha	Student Representative	Member



Mamatha
PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)

SIVA SIVANI DEGREE COLLEGE

(Affiliated to Osmania University)

Counselling students in college is a crucial aspect of their academic and personal development. It requires a thoughtful and empathetic approach.

Here are steps you can take to effectively counsel students in a college setting:

1. **Developing Rapport:** Faculty should plan programs like SADHANA, SPOORTHI ,WEEKEND ACTIVITIES to establish a welcoming and comfortable environment for students. Build a trusting relationship by being approachable and non-judgemental Show empathy and understanding to create a safe space for open communication.

2. **Active Listening:** Committee members along with student representatives plan to Practice active listening to understand the student's concerns and emotions. Give your full attention, make eye contact, and use verbal and non-verbal cues to show engagement. Avoid interrupting and allow the student to express themselves fully.

3. **Assessment:** Committee members with their student representative Assess the student's academic, personal, and social situation. Identify specific issues or challenges they may be facing. Gather relevant information to provide informed guidance.

4. **Goal Setting:** Collaboratively set realistic and achievable goals with the student. Break down long-term goals into smaller, manageable steps. Ensure that goals align with the student's values and aspirations Offer information about available resources, support services, and academic programs. Educate students on policies, procedures, and opportunities within the college. Help them understand the consequences of their choices and actions.

5. **Problem-Solving:** Guide students in analysing problems and exploring potential solutions. Encourage critical thinking and decision-making skills. Discuss the pros and cons of different options. Assist students in exploring their interests, skills, and values. Provide information about potential career paths and academic majors. Connect them with career counselling services for further exploration.



Manoj
PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
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**SUMMARY OF ISSUES REPORTED AND ACTION
TAKEN
ACADEMIC YEAR 2021-2022**



Mamatha
PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)

SIVA SIVANI DEGREE COLLEGE

(Affiliated to Osmania University)

Counselling Committee

SUMMARY OF ISSUES REPORTED AND ACTION TAKEN

ACADEMIC YEAR 2021-2022

SNO	ISSUES REPORTED	REPORT DATE	ACTION TAKEN	CLOSING DATE
1	NIL	---	NIL	---

Mamatha

PRINCIPAL

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Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



Mamatha
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Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



CONSTITUTION OF COUNCELLING COMMITTEE

ACADEMIC YEAR 2021-22

The Councelling Policy at Siva Sivani Degree College aims to drive environmental solutions towards a sustainable future. Our Goal is Zero harm and operate sustainably without harm to the communities and the environment in which we operate. It is important to create and implement initiatives with the future students to create awareness and put them on a sustainable path.

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- Monitoring through Person and Surveillance Camera to prevent any kind of misconduct during the college hours.
- The student should reach college in time and attend all the lectures as per the timetable and also complete the other assignments and workshops assigned per schedule.

Mamatha

ChairPerson

Counselling committee



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Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dt)-500100



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Kompally, Medchal-Malkajgiri (Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
(Affiliated to Osmania University)

Date : 16-10-2022

CIRCULAR

It is here by informed to all the Counselling committee members to attend the meeting on 18-10-2022 at 10.00A.M .today in seminar hall.

Agenda of the meeting

- Planning to counsel at the time of admission.
- Planning to discuss about the Counselling committee rules with seniors.
- Awareness about the existence of Counselling committee.

Manathap

Chairperson

Counselling committee

PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dt)-500100

Copy to

- All committee members
- The chair person
- File



Manathap

PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)

SIVA SIVANI DEGREE COLLEGE

(Affiliated to Osmania University)

Minutes of meeting of Counselling Committee held on 18-10-2022

Time-10.00A.M

Venue : Seminar hall

The following members attended the meeting of Counselling Committee

sl.no	Name of the Committee Member	Designation	Position
1	Mrs. P. Mamatha	Principal	Chairperson
2	Mrs. P. Vanaja	Faculty	Convener
3	Mrs. D. Anjana	Faculty	Member
4	Mrs. Mayuri Odela	Faculty	Member
5	Mrs.K Suhasini	Faculty	member
6	Ms. K vaishnavi	Faculty	Member
7	Mrs.T Srivalli	Faculty	Member
8	Mrs. P Sudha rani	Faculty	Member
9	Uduthalu chandu	Student Representative	Member
10	G. kalayan goud	Student Representative	Member



Mahapatra
PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)

SIVA SIVANI DEGREE COLLEGE

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Counselling students in college is a crucial aspect of their academic and personal development. It requires a thoughtful and empathetic approach.

Here are steps you can take to effectively counsel students in a college setting:

- 1. Developing Rapport:** Faculty should plan programs like SADHANA, SPOORTHI ,WEEKEND ACTIVITIES to establish a welcoming and comfortable environment for students. Build a trusting relationship by being approachable and non-judgemental Show empathy and understanding to create a safe space for open communication.
- 2. Active Listening:** Committee members along with student representatives plan to Practice active listening to understand the student's concerns and emotions. Give your full attention, make eye contact, and use verbal and non-verbal cues to show engagement. Avoid interrupting and allow the student to express themselves fully.
- 3. Assessment:** Committee members with their student representative Assess the student's academic, personal, and social situation. Identify specific issues or challenges they may be facing. Gather relevant information to provide informed guidance.
- 4. Goal Setting:** Collaboratively set realistic and achievable goals with the student. Break down long-term goals into smaller, manageable steps. Ensure that goals align with the student's values and aspirations Offer information about available resources, support services, and academic programs. Educate students on policies, procedures, and opportunities within the college. Help them understand the consequences of their choices and actions.
- 5. Problem-Solving:** Guide students in analysing problems and exploring potential solutions. Encourage critical thinking and decision-making skills. Discuss the pros and cons of different options. Assist students in exploring their interests, skills, and values. Provide information about potential career paths and academic majors. Connect them with career counselling services for further exploration.



Mahatma
PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)

SIVA SIVANI DEGREE COLLEGE

(Affiliated to Osmania University)

6. Time Management and Study Skills:

Offer guidance on effective time management and study strategies. Help students develop organizational skills to balance academic and personal responsibilities. Discuss techniques for handling stress and managing workload

Recognize when a student's needs go beyond your expertise and refer them to appropriate resources. Collaborate with other professionals, such as mental health counsellors, career advisors, or academic support services.

Schedule follow-up meetings to track progress and reassess goals. Provide ongoing support and encouragement. Adjust counselling strategies based on changes in the student's situation.

7. Maintain Confidentiality:

Respect the confidentiality of the information shared by the student. Clearly communicate the limits of confidentiality and when it may need to be breached for the student's safety.

Stay informed about current issues and trends in counselling.

As each student is unique will follow the above strategies to maintain healthy atmosphere among the seniors and juniors. we will provide guidance to the students through personal counselling to the student by inviting mentors and counsellors to deliver their orientation.

Chairperson

Counselling committee



PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dt)-500100

PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)

SIVA SIVANI DEGREE COLLEGE

(Affiliated to Osmania University)

**SUMMARY OF ISSUES REPORTED AND ACTION
TAKEN
ACADEMIC YEAR 2020-2021**



Mamatha
PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
(Affiliated to Osmania University)

Counselling Committee

SUMMARY OF ISSUES REPORTED AND ACTION TAKEN

ACADEMIC YEAR 2020-2021

SNO	ISSUES REPORTED	REPORT DATE	ACTION TAKEN	CLOSING DATE
1	NIL	---	NIL	---

Mamathap

PRINCIPAL

PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



Mamathap

PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)

SIVA SIVANI DEGREE COLLEGE

(Affiliated to Osmania University)

CONSTITUTION OF WOMEN EMPOWERMENT COMMITTEE

ACADEMIC YEAR 2020-21

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Chairperson

Counselling committee



PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dt)-500100



PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)

SIVA SIVANI DEGREE COLLEGE

(Affiliated to Osmania University)

The following are the members of Counselling Committee

sl. no	Name of the Committee Member	Designation	Position
1	Mrs. P. Mamatha	Principal	Chairperson
2	Mrs. P. Vanaja	Faculty	Convener
3	Mrs. D. Anjana	Faculty	Member
4	Mrs. Mayuri Odela	Faculty	Member
5	Mrs.K Suhasini	Faculty	member
6	Ms. K vaishnavi	Faculty	Member
7	Mrs.T Srivalli	Faculty	Member
8	Mrs. P Sudha rani	Faculty	Member
9	Uduthalu chandu	Student Representative	Member
10	G. kalayan goud	Student Representative	Member

Mamatha P

Chairperson

Counselling committee

PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dt)-500100

Mamatha P
PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dt)-500100





S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
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**SUMMARY OF ISSUES REPORTED AND ACTION
TAKEN
ACADEMIC YEAR 2019-2020**



Mamatha
PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)

SIVA SIVANI DEGREE COLLEGE

(Affiliated to Osmania University)

Counselling Committee

SUMMARY OF ISSUES REPORTED AND ACTION TAKEN

ACADEMIC YEAR 2019-2020

SNO	ISSUES REPORTED	REPORT DATE	ACTION TAKEN	CLOSING DATE
1	NIL	---	NIL	---

Mamathap

PRINCIPAL

PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dt)-500100



Mamathap

PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
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CONSTITUTION OF COUNCELLING COMMITTEE

ACADEMIC YEAR 2019-20

The Counselling Policy at Siva Sivani Degree College aims to drive environmental solutions towards a sustainable future. Our Goal is Zero harm and operate sustainably without harm to the communities and the environment in which we operate. It is important to create and implement initiatives with the future students to create awareness and put them on a sustainable path.

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Mamathap

Chairperson

Counselling Committee

PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(D1)-500100



Mamathap
PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(D1)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
(Affiliated to Osmania University)

Date : 11-2-2020

CIRCULAR

It is here by informed to all the Counselling committee members to attend the meeting 13-2-2020 at 10.00A.M .today in seminar hall.

Agenda of the meeting

- Planning to counsel at the time of admission.
- Planning to discuss about the Counselling committee rules with seniors.
- Awareness about the existence of Counselling committee.



Copy to

- All committee members
- The chair person
- File

Mamathap
Chairperson

Counselling Committee

PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dt)-500100



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PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
(Affiliated to Osmania University)

Minutes of meeting of Councelling Committee held on 13-2-2020

Time-10.00A.M

Venue : Seminar hall

The following members attended the meeting of Counselling Committee

sl.no	Name of the Committee Member	Designation	Position
1	Mrs. P. Mamatha	Principal	Chairperson
2	Mrs. P. Vanaja	Faculty	Convener
3	Mrs. D. Anjana	Faculty	Member
4	Mrs. Mary Leena	Faculty	Member
5	Mrs. K Suhasini	Faculty	member
6	Mrs.Rani Jaju	Faculty	Member
7	Mrs. A Kavya	Faculty	Member
8	Mrs.P Shyamala	Faculty	Member
9	Karishma	Student Representative	Member
10	Varalaxmi	Student Representative	Member



Mamatha
PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkejgiri(Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
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S. P. Sampathy's Siva Sivani Educational Society (2906/97)

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6. Time Management and Study Skills:

Offer guidance on effective time management and study strategies. Help students develop organizational skills to balance academic and personal responsibilities. Discuss techniques for handling stress and managing workload

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Stay informed about current issues and trends in counselling.

As each student is unique will follow the above strategies to maintain healthy atmosphere among the seniors and juniors. we will provide guidance to the students through personal counselling to the student by inviting mentors and counsellors to deliver their orientation.

Mamathap

Chairperson

Counselling Committee

PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(DT)-500100



Mamathap
PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(DT)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
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**SUMMARY OF ISSUES REPORTED AND ACTION
TAKEN
ACADEMIC YEAR 2018-2019**



Mamatha
PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Melkajgiri (Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)

SIVA SIVANI DEGREE COLLEGE

(Affiliated to Osmania University)

Counselling Committed

SUMMARY OF ISSUES REPORTED AND ACTION TAKEN ACADEMIC YEAR 2018-2019

SNO	ISSUES REPORTED	REPORT DATE	ACTION TAKEN	CLOSING DATE
1	NIL	---	NIL	---



Mamathap
PRINCIPAL
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S. P. Sampathy's Siva Sivani Educational Society (2906/97)

SIVA SIVANI DEGREE COLLEGE

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CONSTITUTION OF COUNCELLING COMMITTEE

ACADEMIC YEAR 2018-19

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Chairperson

Counselling committee

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S. P. Sampathy's Siva Sivani Educational Society (2906/97)

SIVA SIVANI DEGREE COLLEGE

(Affiliated to Osmania University)

Date : 26-7-2018

CIRCULAR

It is here by informed to all the COUNSELLING committee members to attend the meeting on 28-7-2018 at 10.00A.M .today in seminar hall.

Agenda of the meeting

- Planning to counsel at the time of admission.
- Planning to discuss about the Counselling committee rules with seniors.
- Awareness about the existence of Counselling committee.

Mamathap

Chairperson

Counselling committee



PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100

Copy to

- All committee members
- The chair person
- File



Mamathap
PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
(Affiliated to Osmania University)

Minutes of meeting of Councelling Committee held on 28-7-2018

Time-10.00A.M

Venue : Seminar hall

The following members attended the meeting of Counselling Committee

sl.no	Name of the Committee Member	Designation	Position
1	Mrs. P. Mamatha	Principal	Chairperson
2	Mrs. P. Vanaja	Faculty	Convener
3	Mrs. D. Anjana	Faculty	Member
4	Mrs. Mary Leena	Faculty	Member
5	Mrs. Safina Tarannum	Faculty	member
6	Mrs.K Sandhya	Faculty	Member
7	Ms. K vaishnavi	Faculty	Member
8	Mrs. B Chitkala	Faculty	Member
9	Anjali	Student Representative	Member
10	Shwetha	Student Representative	Member



Mamatha
PRINCIPAL
Siva Sivani Degree College
Kompally, Madchal-Maikaigiri(Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)

SIVA SIVANI DEGREE COLLEGE

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Counselling students in college is a crucial aspect of their academic and personal development. It requires a thoughtful and empathetic approach.

Here are steps you can take to effectively counsel students in a college setting:

1. **Developing Rapport:** Faculty should plan programs like SADHANA, SPOORTHI ,WEEKEND ACTIVITIES to establish a welcoming and comfortable environment for students. Build a trusting relationship by being approachable and non-judgemental Show empathy and understanding to create a safe space for open communication.

2. **Active Listening:** Committee members along with student representatives plan to Practice active listening to understand the student's concerns and emotions. Give your full attention, make eye contact, and use verbal and non-verbal cues to show engagement. Avoid interrupting and allow the student to express themselves fully.

3. **Assessment:** Committee members with their student representative Assess the student's academic, personal, and social situation. Identify specific issues or challenges they may be facing. Gather relevant information to provide informed guidance.

4. **Goal Setting:**
Collaboratively set realistic and achievable goals with the student. Break down long-term goals into smaller, manageable steps. Ensure that goals align with the student's values and aspirations
Offer information about available resources, support services, and academic programs. Educate students on policies, procedures, and opportunities within the college. Help them understand the consequences of their choices and actions.

5. **Problem-Solving:**
Guide students in analysing problems and exploring potential solutions. Encourage critical thinking and decision-making skills. Discuss the pros and cons of different options.
Assist students in exploring their interests, skills, and values. Provide information about potential career paths and academic majors. Connect them with career counselling services for further exploration.




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6. Time Management and Study Skills:

Offer guidance on effective time management and study strategies. Help students develop organizational skills to balance academic and personal responsibilities. Discuss techniques for handling stress and managing workload

Recognize when a student's needs go beyond your expertise and refer them to appropriate resources. Collaborate with other professionals, such as mental health counsellors, career advisors, or academic support services.

Schedule follow-up meetings to track progress and reassess goals. Provide ongoing support and encouragement. Adjust counselling strategies based on changes in the student's situation.

7. Maintain Confidentiality:

Respect the confidentiality of the information shared by the student. Clearly communicate the limits of confidentiality and when it may need to be breached for the student's safety.

Stay informed about current issues and trends in counselling.

As each student is unique will follow the above strategies to maintain healthy atmosphere among the seniors and juniors. we will provide guidance to the students through personal counselling to the student by inviting mentors and counsellors to deliver their orientation.



Mamatha
Chairperson

Counselling committee

PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



Mamatha
PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
(Affiliated to Osmania University)

Disciplinary and Attendance Committee

**Timely redressal of the grievances through appropriate
committees**



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M. S. S. S.
PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
(Affiliated to Osmania University)

Disciplinary and Attendance Committee

Consolidated Report from 2018-19 To 2022-2023

Academic year

SNO	Academic Year	No.of Grievances Received	No.of Grievances Resolved
1	2022-23	NIL	NIL
2	2021-22	NIL	NIL
3	2020-21	NIL	NIL
4	2019-20	NIL	NIL
5	2018-19	NIL	NIL



Mamathap

Principal

PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



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Mobile: - +91-9247048112 Website: ssdc.ac.in

Mamathap
PRINCIPAL
Siva Sivani Degree College
Kompally Medchal-Malkajgiri(Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)

SIVA SIVANI DEGREE COLLEGE

(Affiliated to Osmania University)

Disciplinary and Attendance Committee

Issues Reported and Action Taken

2022-23



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Mamatha
PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)

SIVA SIVANI DEGREE COLLEGE

(Affiliated to Osmania University)

Disciplinary and Attendance Committee

Summary of Issues reported and action taken

Academic Year 2022-23

SNO	Issues Reported	Reporting date	Action taken	Closing date
1	NIL	---	NIL	---



Mamatha

Principal

PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



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Mobile: - +91-9247048112. Website: ssdc.ac.in

Mamatha
PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)

SIVA SIVANI DEGREE COLLEGE

(Affiliated to Osmania University)

CONSTITUTION OF DISCIPLINARY AND ATTENDANCE COMMITTEE

ACADEMIC YEAR 2022-23

Discipline policy of Siva Sivani Degree College aims at making the students aware about the college set rules and regulations laid by the institution followed by Disciplinary and Attendance actions against any misconduct.

Objectives:

- The discipline committee aims to maintain discipline, dignity, decorum, and rapport of the institute. Controlling the students through rules laid by the institute and channelize them into positive and creative directions through various personality, character, and promotion of manners in class.
- To scrutinize and prevent any in Disciplinary and Attendance activities – lack of attendance, punctuality, misbehaving with staff or fellow students.
- To prevent wilful destruction of college property
- Causing disruption in any manner and creating ill will on grounds of religious or communal ground

Practices:

- Attendance: The student should fulfil the minimum required attendance percentage, failing of which he/she shall not be eligible to appear for the examinations.
- A minimal of 75% of attendance is required as prescribed the management

Campus rules:

- To uphold the decorum a prescribed dress code is to be observed by the students which requires, that they be formally dressed on campus.
- All the students are required to wear their ID cards while they are in the campus
- The students are not permitted to leave early from the college without prior permission from the concerned authorities.
- Monitoring through Person and Surveillance Camera to prevent any kind of misconduct during the college hours.
- The student should reach college in time and attend all the lectures as per the timetable and also complete the other assignments and workshops assigned per schedule.



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Mobile: - +91-9247048112. Website: ssdc.ac.in

Mamatha
PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
(Affiliated to Osmania University)

- Strict Disciplinary and Attendance action will be taken against students violating any of the given terms/conditions laid by the management
- To ensure that should help in maintaining the building and the campus of the institute clean and tidy and maintain overall ambience.

The Discipline policy of SSDC is designed to bring in moral and ethical values of wellbeing to learners, and every educator in the Institute strives hard to bring in the core human values in the process of learning.

Mamathap

Chairperson

Disciplinary and Attendance committee



PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dt)-500100



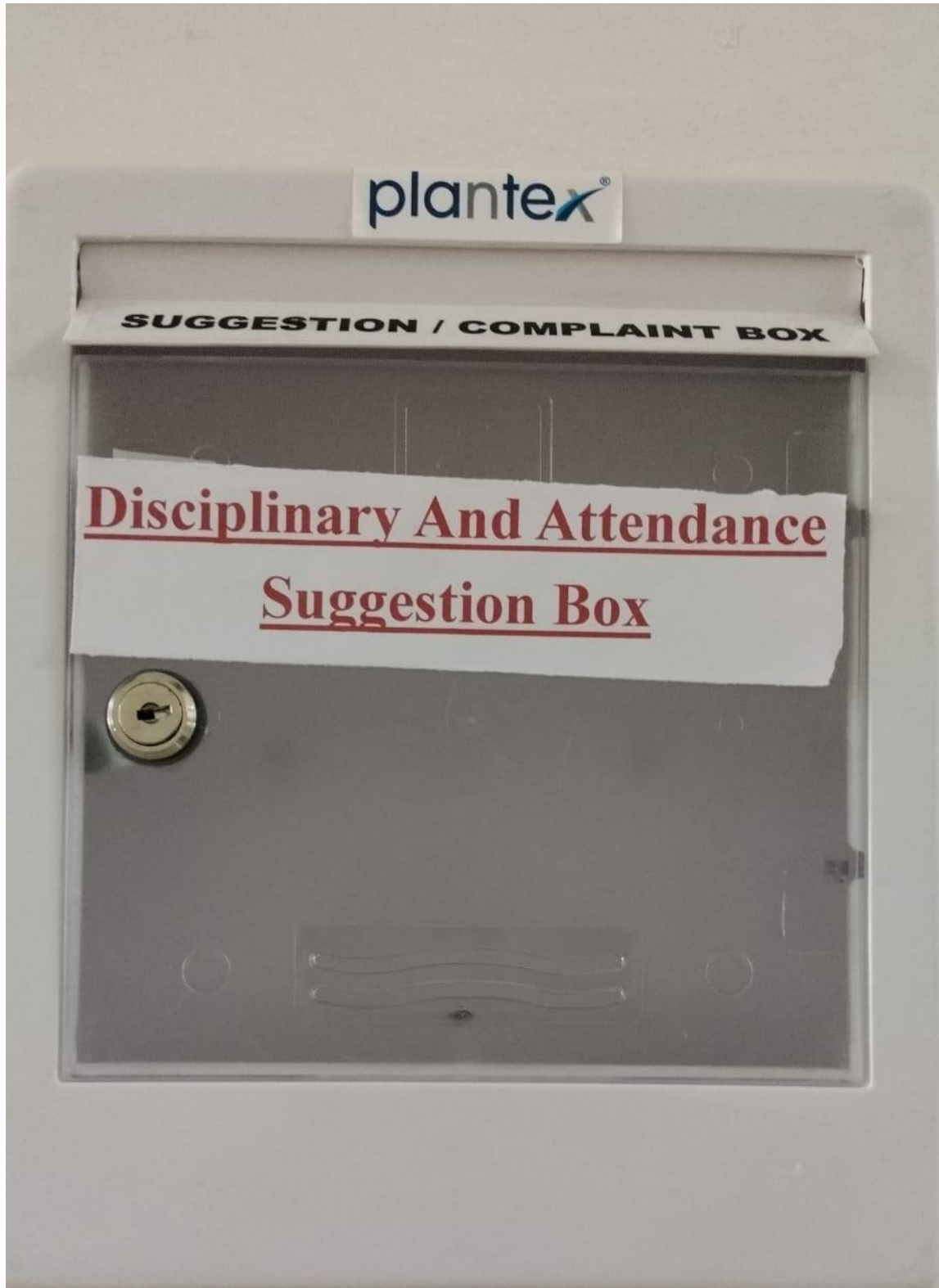
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Mamathap
PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
(Affiliated to Osmania University)



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Namathap
PRINCIPAL
Siva Sivani Degree College
Kompally, Secunderabad, Telangana (Dr) 500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
(Affiliated to Osmania University)

Date :11-10-2022

CIRCULAR

It is here by informed that all the disciplinary_ committee members are requested to meet on 13-10-2022 at 11:00 AM today in the seminar hall.

Agenda points:

1. To confirm the minutes of the meeting held on 13-10-2022
2. To discuss different issues that is related to Disciplinary and Attendance committee meeting including
3. To brief the board about the upcoming activities Disciplinary and Attendance Committee.
4. Any other matters with the permission of the chair person.

Mamathap

Chairperson

Disciplinary and Attendance Committee

PRINCIPAL

Siva Sivani Degree College

Kompally, Medchal-Malkajgiri(Dt)-500100



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Mobile: - +91-9247048112. Website: ssdc.ac.in

Mamathap
PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)

SIVA SIVANI DEGREE COLLEGE

(Affiliated to Osmania University)

Minutes of meeting of Internal Complaints Committee Held On 13-10-2022

Time : 10.00 AM

Venue: seminar hall

The following members attended the meeting of internal complaints committee:

Sno	Name of the Committee Member	Designation	Position
1	Smt. P. Mamatha	Principal	Chairperson
2	Sri. Ananda Reddy Y	Vice Principal	Convener
3	Mrs. P. Vanaja	HOD/ Management	Member
4	Mrs. V. Sandhya Rani	Faculty	Member
5	Mr. G. Viswa Dev	Faculty	Member
6	Mrs. Safina Tarannum	Faculty	Member
7	Mrs. G. Dhana Lakshmi	Faculty	Member
8	Mrs. T. Srivalli	Faculty	Member
9	Vivek Garrepally(201220407044)	Student	Student Representative
10	Martin Philip(2012406004)	Student	Student Representative



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Mamatha
PRINCIPAL
Siva Sivani Degree College
Kompally, Secunderabad (D.O. 500 100)



S. P. Sampathy's Siva Sivani Educational Society (2906/97)

SIVA SIVANI DEGREE COLLEGE

(Affiliated to Osmania University)

POINTS DISCUSSED

To Establish and maintain discipline in a college environment it is essential to create a conducive learning atmosphere. Here are the few rules we should follow to maintain discipline in a college:

Code of Conduct:

- We have to Develop a comprehensive code of conduct outlining expected behaviour for students, faculty, and staff.
- We have to Clearly communicate the code of conduct to all members of the college community.

Attendance Policy:

- We have to enforce a strict attendance policy to ensure students attend classes regularly.
- Specify consequences for excessive absenteeism. Call the parent and enquire if you observe excessive
- Dress code to every student is compulsory including trimmed hair and beard
-

Respect for Others:

- Faculty should emphasize the importance of treating everyone with respect and ensure to prohibit bullying, harassment, or any form of discrimination.
- Clearly communicate to the student if you observe any consequences
- Clearly define and penalize plagiarism, cheating, and other forms of academic dishonesty.

Cell Phone Usage:

Encourage students to use phones responsibly and minimize disruptions.

Noise Control:

- Faculty should enforce rules regarding noise levels in common areas, libraries, and study spaces.
- Establish quiet hours to promote a conducive learning environment.

Security Measures:

- Faculty should Implement security measures to ensure the safety of students
- Clearly communicate to the student if any emergency procedures and evacuation plans.



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Mobile: - +91-9247048112. Website: ssdc.ac.in

M. Mallesh
PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (DU)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
(Affiliated to Osmania University)

Library Etiquette:

- Faculty should establish rules for the use of the library, including quiet zones and proper handling of books and resources by planning one hour twice a week
-

Environmental Responsibility:

- Faculty should appoint student co-ordinators to promote environmental responsibility by encouraging recycling and maintaining cleanliness program like "BEST OUT OF WASTE" in the college as week end Activity.

Technology Usage:

- Faculty should appoint student co ordinators and ensure that they follow the guidelines for the use of technology in classrooms and labs.
- Specify consequences for unauthorized use or misuse of college-owned technology will be redressed by faculty

Feedback Mechanism:

- Faculty Co-Ordinators establish a system for students and staff to provide feedback on discipline-related issues in the suggestion box provided in college premises.
- Use feedback to continually improve and adapt Disciplinary and Attendance policies.

As these rules were followed , communicated effectively, and enforced to be fair and consistent. Additionally, periodic reviews and updated rules followed and made necessary to address changing needs and circumstances within the college community.

Mamathap

Chairperson

Disciplinary and Attendance Committee

PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



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Mamathap
PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
(Affiliated to Osmania University)

Disciplinary and Attendance Committee
Issues Reported and Action Taken
2021-22



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Mamatha
PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
(Affiliated to Osmania University)

Disciplinary and Attendance Committee

Summary of Issues reported and action taken

Academic Year 2021-22

SNO	Issues Reported	Reporting date	Action taken	Closing date
1	NIL	---	NIL	---

Mamatha

Principal
PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



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Mamatha
PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



CONSTITUTION OF DISCIPLINARY AND ATTENDANCE COMMITTEE

ACADEMIC YEAR 2021-22

Discipline policy of Siva Sivani Degree College aims at making the students aware about the college set rules and regulations laid by the institution followed by Disciplinary and Attendance actions against any misconduct.

Objectives:

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Practices:

- Attendance: The student should fulfil the minimum required attendance percentage, failing of which he/she shall not be eligible to appear for the examinations.
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- Monitoring through Person and Surveillance Camera to prevent any kind of misconduct during the college hours.
- The student should reach college in time and attend all the lectures as per the timetable and also complete the other assignments and workshops assigned per schedule.





S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
(Affiliated to Osmania University)

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- To ensure that should help in maintaining the building and the campus of the institute clean and tidy and maintain overall ambience.

The Discipline policy of SSDC is designed to bring in moral and ethical values of wellbeing to learners, and every educator in the Institute strives hard to bring in the core human values in the process of learning.

Mamathap

Chairperson

Disciplinary and Attendance committee
PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



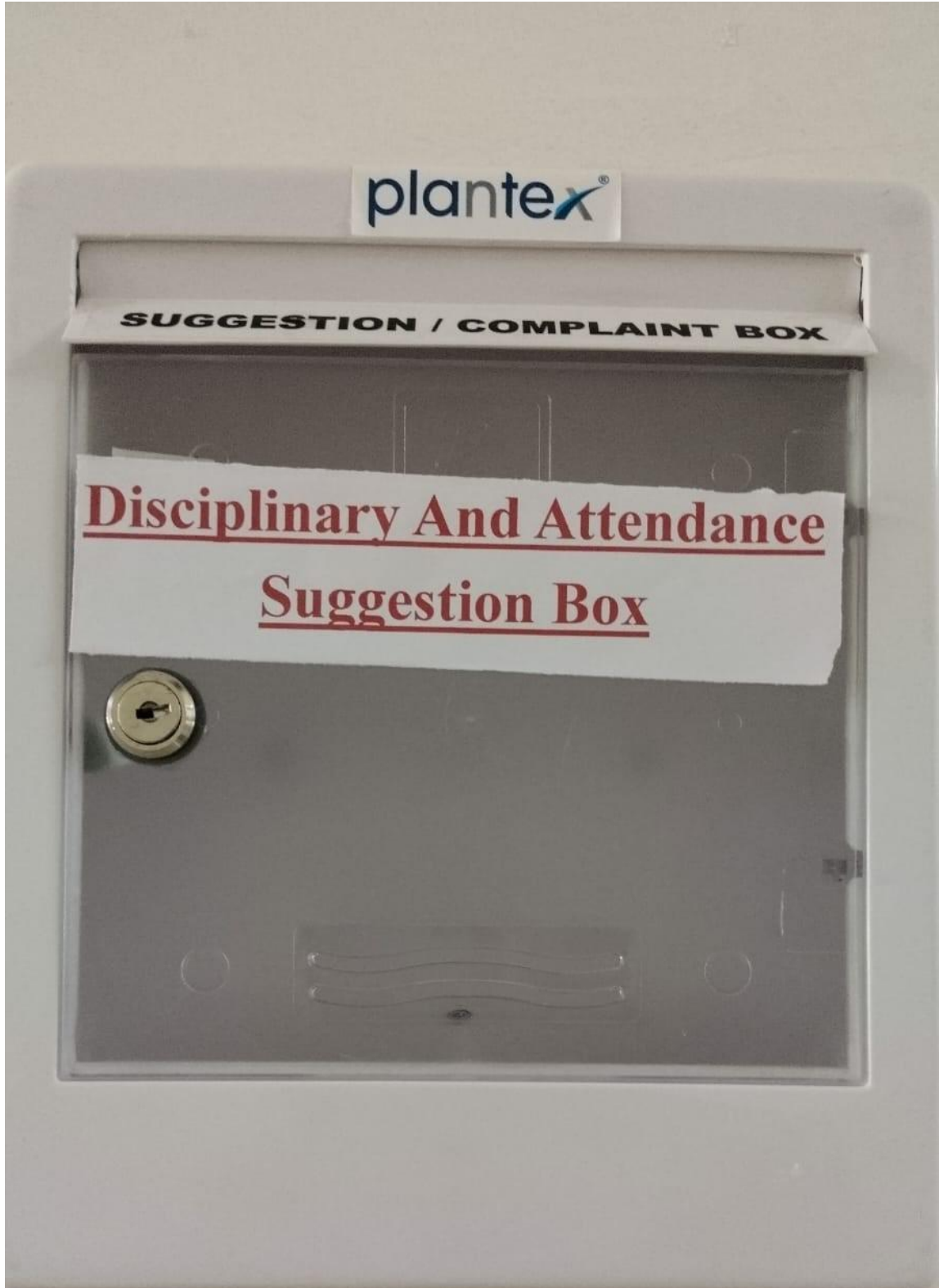
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Mobile: - +91-9247048112 Website: ssdc.ac.in

Mamathap
PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



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Mobile: - +91-9247048112. Website: ssdc.ac.in

Manoj
PRINCIPAL
Siva Sivani Degree College
Kompally Medchal-Malkajgiri(Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)

SIVA SIVANI DEGREE COLLEGE

(Affiliated to Osmania University)

Date : 6-1-2022

CIRCULAR

It is here by informed that all the disciplinary committee members are requested to meet on 8-1-2022 at 11:00 AM today in the seminar hall.

Agenda points:

1. To confirm the minutes of the meeting held on 8-1-2022
2. To discuss different issues that is related to Disciplinary and Attendance committee meeting including
3. To brief the board about the upcoming activities Disciplinary and Attendance Committee.
4. Any other matters with the permission of the chair person.



Mamathap

Chairperson

Disciplinary and Attendance Committee

PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500133



NH - 44, Kompally, Secunderabad - 500 100. Telangana, INDIA

Mobile: - +91-9247048112. Website: ssdc.ac.in

Mamathap
PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500133



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
(Affiliated to Osmania University)

Minutes of meeting of Internal Complaints Committee Held On

Time : 10.00 AM

Venue: seminar hall

The following members attended the meeting of internal complaints committee:

Sn o	Name of the Committee Member	Designation	Position
1	Smt. P. Mamatha	Principal	Chairperson
2	Sri. Y. Ananda Reddy	Vice Principal	Convener
3	Mrs. Rani Jaju	Faculty	Member
4	Mr. G Venkateswarlu	Faculty	Member
5	Mrs. Safina Tarannum	Faculty	Member
6	Mr. V Sai Prasad	Faculty	Member
7	Ms. Aneesha	Faculty	Member
8	Mrs. Siva lakshmi	Faculty	Member
9	B.Poojitha (201220407047)	Student	Student Representati ve
10	Rahul Reddy Vadde(201220406013)	Student	Student Representati ve



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Mamatha
PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



POINTS DISCUSSED

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Here are the few rules we should be follow to maintain discipline in a college:

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Respect for Others:

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- Establish quiet hours to promote a conducive learning environment.

Security Measures:

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- Clearly communicate to the student if any emergency procedures and evacuation plans.





S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
(Affiliated to Osmania University)

Library Etiquette:

- Faculty should establish rules for the use of the library, including quiet zones and proper handling of books and resources by planning one hour twice a week

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Technology Usage:

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Feedback Mechanism:

- Faculty Co-Ordinators establish a system for students and staff to provide feedback on discipline-related issues in the suggestion box provided in college premises.
- Use feedback to continually improve and adapt Disciplinary and Attendance policies.

As these rules were followed , communicated effectively, and enforced to be fair and consistent. Additionally, periodic reviews and updated rules followed and made necessary to address changing needs and circumstances within the college community.

Mamathap

Chairperson

Disciplinary and Attendance Committee

PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



44, Kompally, Secunderabad – 500 100, Telangana, INDIA
Mobile: - +91-9247048112. Website: ssdc.ac.in

Mamathap
PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)

SIVA SIVANI DEGREE COLLEGE

(Affiliated to Osmania University)

Disciplinary and Attendance Committee

Issues Reported and Action Taken

2020-21



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Mobile: - +91-9247048112. Website: ssdc.ac.in

Mamalep
PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
(Affiliated to Osmania University)

Disciplinary and Attendance Committee

Summary of Issues reported and action taken

Academic Year 2020-21

SNO	Isseues Reported	Reporting date	Action taken	Closing date
1	NIL	---	NIL	---

Mamathap

Principal

PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Maikajgiri(Dt)-500100



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Mobile: - +91-9247048112 Website: ssdc.ac.in

Mamathap
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SIVA SIVANI DEGREE COLLEGE

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CONSTITUTION OF DISCIPLINARY AND ATTENDANCE COMMITTEE

ACADEMIC YEAR 2020-21

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- To prevent wilful destruction of college property
- Causing disruption in any manner and creating ill will on grounds of religious or communal ground

Practices:

- Attendance: The student should fulfil the minimum required attendance percentage, failing of which he/she shall not be eligible to appear for the examinations.
- A minimal of 75% of attendance is required as prescribed the management

Campus rules:

- To uphold the decorum a prescribed dress code is to be observed by the students which requires, that they be formally dressed on campus.
- All the students are required to wear their ID cards while they are in the campus
- The students are not permitted to leave early from the college without prior permission from the concerned authorities.
- Monitoring through Person and Surveillance Camera to prevent any kind of misconduct during the college hours.
- The student should reach college in time and attend all the lectures as per the timetable and also complete the other assignments and workshops assigned per schedule.



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Mamata
PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
(Affiliated to Osmania University)

- Strict Disciplinary and Attendance action will be taken against students violating any of the given terms/conditions laid by the management
- To ensure that should help in maintaining the building and the campus of the institute clean and tidy and maintain overall ambience.

The Discipline policy of SSDC is designed to bring in moral and ethical values of wellbeing to learners, and every educator in the Institute strives hard to bring in the core human values in the process of learning.



Mamatha
Chairperson

Disciplinary and Attendance committee

PRINCIPAL

Siva Sivani Degree College
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dt)-500100



NH - 44, Kompally, Secunderabad - 500 100, Telangana, INDIA
Mobile: - +91-92-47048112. Website: ssdc.ac.in

Mamatha
PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)

SIVA SIVANI DEGREE COLLEGE

(Affiliated to Osmania University)

The following members attended the meeting of internal complaints committee:

Sno	Name of the Committee Member	Designation	Position
1	Smt. P. Mamatha	Principal	Chairperson
2	Sri. Ananda Reddy Y	Vice Principal	Convener
3	Mrs.S. Madhavi	Faculty	Member
4	Mr. A Sanjay	Faculty	Member
5	Mrs. P Vanaja	Faculty	Member
6	Mr. M Raju	Faculty	Member
7	Mrs.K Suhasini	Faculty	Member
8	Mrs.B Chitkala	Faculty	Member
9	Mr. G Uma Mahesh	Faculty	Member
10	Jyotsna	Student	Student Representative
11	Keerthi	Student	Student Representative



Mamatha

Chairperson

Disciplinary and Attendance committee

Siva Sivani Degree College

Kompally, Medchal-Malkajgiri(Dt)-500 100

NH - 44, Kompally, Secunderabad - 500 100, Telangana, INDIA

Mobile: - +91-9247048112.

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Mamatha
PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500 100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)

SIVA SIVANI DEGREE COLLEGE

(Affiliated to Osmania University)

Disciplinary and Attendance Committee
Issues Reported and Action Taken
2019-20



NH - 44, Kompally, Secunderabad - 500 100, Telangana, INDIA

Mobile: - +91-9247048112.

Website: ssdc.ac

Manabala
PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Maikajiri(Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
(Affiliated to Osmania University)

Disciplinary and Attendance Committee

Summary of Issues reported and action taken

Academic Year 2019-20

SNO	Isseues Reported	Reporting date	Action taken	Closing date
1	NIL	---	NIL	---



Mamathap
Principal
PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (DT)-500100



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Mamathap
PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (DT)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)

SIVA SIVANI DEGREE COLLEGE

(Affiliated to Osmania University)

CONSTITUTION OF DISCIPLINARY AND ATTENDANCE COMMITTEE

ACADEMIC YEAR 2019-20

Discipline policy of Siva Sivani Degree College aims at making the students aware about the college set rules and regulations laid by the institution followed by Disciplinary and Attendance actions against any misconduct.

Objectives:

- The discipline committee aims to maintain discipline, dignity, decorum, and rapport of the institute. Controlling the students through rules laid by the institute and channelize them into positive and creative directions through various personality, character, and promotion of manners in class.
- To scrutinize and prevent any inDisciplinary and Attendance activities – lack of attendance, punctuality, misbehaving with staff or fellow students.
- To prevent wilful destruction of college property
- Causing disruption in any manner and creating ill will on grounds of religious or communal ground

Practices:

- Attendance: The student should fulfil the minimum required attendance percentage, failing of which he/she shall not be eligible to appear for the examinations.
- A minimal of 75% of attendance is required as prescribed the management

Campus rules:

- To uphold the decorum a prescribed dress code is to be observed by the students which requires, that they be formally dressed on campus.
- All the students are required to wear their ID cards while they are in the campus
- The students are not permitted to leave early from the college without prior permission from the concerned authorities.
- Monitoring through Person and Surveillance Camera to prevent any kind of misconduct during the college hours.



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Mamatha
PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
(Affiliated to Osmania University)

- The student should reach college in time and attend all the lectures as per the timetable and also complete the other assignments and workshops assigned per schedule.
- Strict Disciplinary and Attendance action will be taken against students violating any of the given terms/conditions laid by the management
- To ensure that should help in maintaining the building and the campus of the institute clean and tidy and maintain overall ambience.

The Discipline policy of SSDC is designed to bring in moral and ethical values of wellbeing to learners, and every educator in the Institute strives hard to bring in the core human values in the process of learning.



Mamathap
Chair person

Disciplinary and Attendance committee
PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dt)-500100



NH - 44, Kompally, Secunderabad - 500 100, Telangana, INDIA
Mobile: - +91-9247048112 Website: ssdc.ac.in

Mamathap
PRINCIPAL
Siva Sivani Degree College
Kompally Medchal-Malkajgiri (Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
(Affiliated to Osmania University)



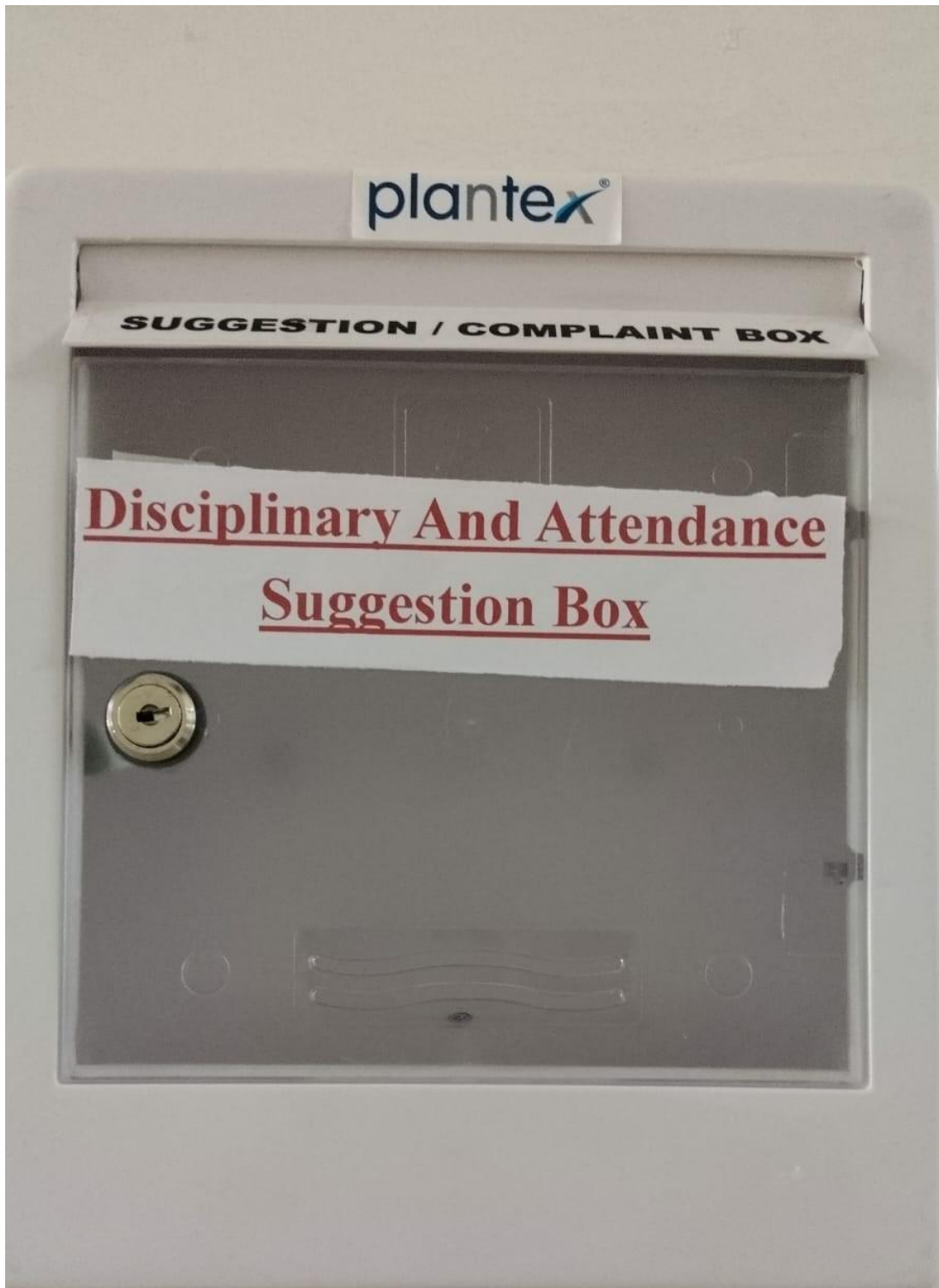
Giving counselling to the students who reported late the college



Mamdi
PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
(Affiliated to Osmania University)



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Mobile: - +91-9247048112

Website: ssdc.ac.in

Namaste
Principals
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
(Affiliated to Osmania University)

Date:4-1-2020

CIRCULAR

It is here by informed that all the disciplinary committee members are requested to meet on 6-1-2020 at 11:00 AM today in the seminar hall.

Agenda points:

1. To confirm the minutes of the meeting held on 6-1-2020
2. To discuss different issues that is related to Disciplinary and Attendance committee meeting including
3. To brief the board about the upcoming activities Disciplinary and Attendance Committee.
4. Any other matters with the permission of the chair person.



Mamatha
Chairperson

Disciplinary and Attendance Committee
PRINCIPAL
Siva Sivani Degree College
Kompally Medchal-Malkajgiri(Dt)-500100



NH - 44, Kompally, Secunderabad - 500 100, Telangana, INDIA
Mobile: - +91-9247048112 Website: ssdc.ac.in

Mamatha
PRINCIPAL
Siva Sivani Degree College
Kompally Medchal-Malkajgiri(Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
(Affiliated to Osmania University)

Minutes of meeting of Internal Complaints Committee Held On

Time : 10.00 AM

Venue: seminar hall

The following members attended the meeting of internal complaints committee:

Sno	Name of the Committee Member	Designation	Position
1	Smt. P. Mamatha	Principal	Chairperson
2	Sri. Ananda Reddy Y	Vice Principal	Convener
3	Mrs. D Anjana	Faculty	Member
4	Mr. K V N Vasu Deva Rao	Faculty	Member
5	Mr. Kesav Giri	Faculty	Member
6	Mrs. A Srivani	Faculty	Member
7	Ms. G Mounika	Faculty	Member
8	Mrs. S Vijaya	Faculty	Member
9	R. Pallavi vaikhunte	Student	Student Representative
10	M. Supriya goud	Student	Student Representative



Mamatha P
PRINCIPAL



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
(Affiliated to Osmania University)

POINTS DISCUSSED

To Establish and maintain discipline in a college environment it is essential to create a conducive learning atmosphere

Here are the few rules we should be follow to maintain discipline in a college:

Code of Conduct:

- We have to Develop a comprehensive code of conduct outlining expected behaviour for students, faculty, and staff.
- We have to Clearly communicate the code of conduct to all members of the college community.

Attendance Policy:

- We have to enforce a strict attendance policy to ensure students attend classes regularly.
- Specify consequences for excessive absenteeism. Call the parent and enquire if you observe excessive
- Dress code to every student is compulsory including trimmed hair and beard
-

Respect for Others:

- Faculty should emphasize the importance of treating everyone with respect and ensure to prohibit bullying, harassment, or any form of discrimination.

Clearly communicate to the student if you observe any consequences

- Clearly define and penalize plagiarism, cheating, and other forms of academic dishonesty.

Cell Phone Usage:

Encourage students to use phones responsibly and minimize disruptions.

Noise Control:

- Faculty should enforce rules regarding noise levels in common areas, libraries, and study spaces.
- Establish quiet hours to promote a conducive learning environment.

Security Measures:

- Faculty should Implement security measures to ensure the safety of students
- Clearly communicate to the student if any emergency procedures and evacuation plans.



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Mobile: - +91-9247048112. Website: ssdc.ac.in

Manappa
PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
(Affiliated to Osmania University)

Library Etiquette:

- Faculty should establish rules for the use of the library, including quiet zones and proper handling of books and resources by planning one hour twice a week

Environmental Responsibility:

- Faculty should appoint student co-ordinators to promote environmental responsibility by encouraging recycling and maintaining cleanliness program like "BEST OUT OF WASTE" in the college as week end Activity.

Technology Usage:

- Faculty should appoint student co ordinators and ensure that they follow the guidelines for the use of technology in classrooms and labs.
- Specify consequences for unauthorized use or misuse of college-owned technology will be redressed by faculty

Feedback Mechanism:

- Faculty Co-Ordinators establish a system for students and staff to provide feedback on discipline-related issues in the suggestion box provided in college premises.
- Use feedback to continually improve and adapt Disciplinary and Attendance policies.

As these rules were followed , communicated effectively, and enforced to be fair and consistent. Additionally, periodic reviews and updated rules followed and made necessary to address changing needs and circumstances within the college community.



Mamathap

Chairperson

Disciplinary and Attendance Committee

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



NH - 44, Kompally, Secunderabad - 500 100, Telangana, INDIA
Mobile: - +91-9247048112 Website: ssdc.ac.in

Mamathap
PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
(Affiliated to Osmania University)

Disciplinary and Attendance Committee
Issues Reported and Action Taken
2018-19



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Mamathap
PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Maikalgiri (D)-500100



Disciplinary and Attendance Committee

Summary of Issues reported and action taken

Academic Year 2018-19

SNO	Isseues Reported	Reporting date	Action taken	Closing date
1	NIL	---	NIL	---



Mamathap

Principal

PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100





S. P. Sampathy's Siva Sivani Educational Society (2906/97)

SIVA SIVANI DEGREE COLLEGE

(Affiliated to Osmania University)

CONSTITUTION OF DISCIPLINARY AND ATTENDANCE COMMITTEE

ACADEMIC YEAR 2018-19

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Objectives:

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Campus rules:

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Mahalingam
PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)

SIVA SIVANI DEGREE COLLEGE

(Affiliated to Osmania University)

- Strict Disciplinary and Attendance action will be taken against students violating any of the given terms/conditions laid by the management
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Mamatha

Chairperson

Disciplinary and Attendance committee
PRINCIPAL

Siva Sivani Degree College
Kompally Medchal-Malkajgiri(Dt)-500100



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Mamatha
PRINCIPAL

Siva Sivani Degree College
Kompally Medchal-Malkajgiri(Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
(Affiliated to Osmania University)



Making students to maintain full uniform



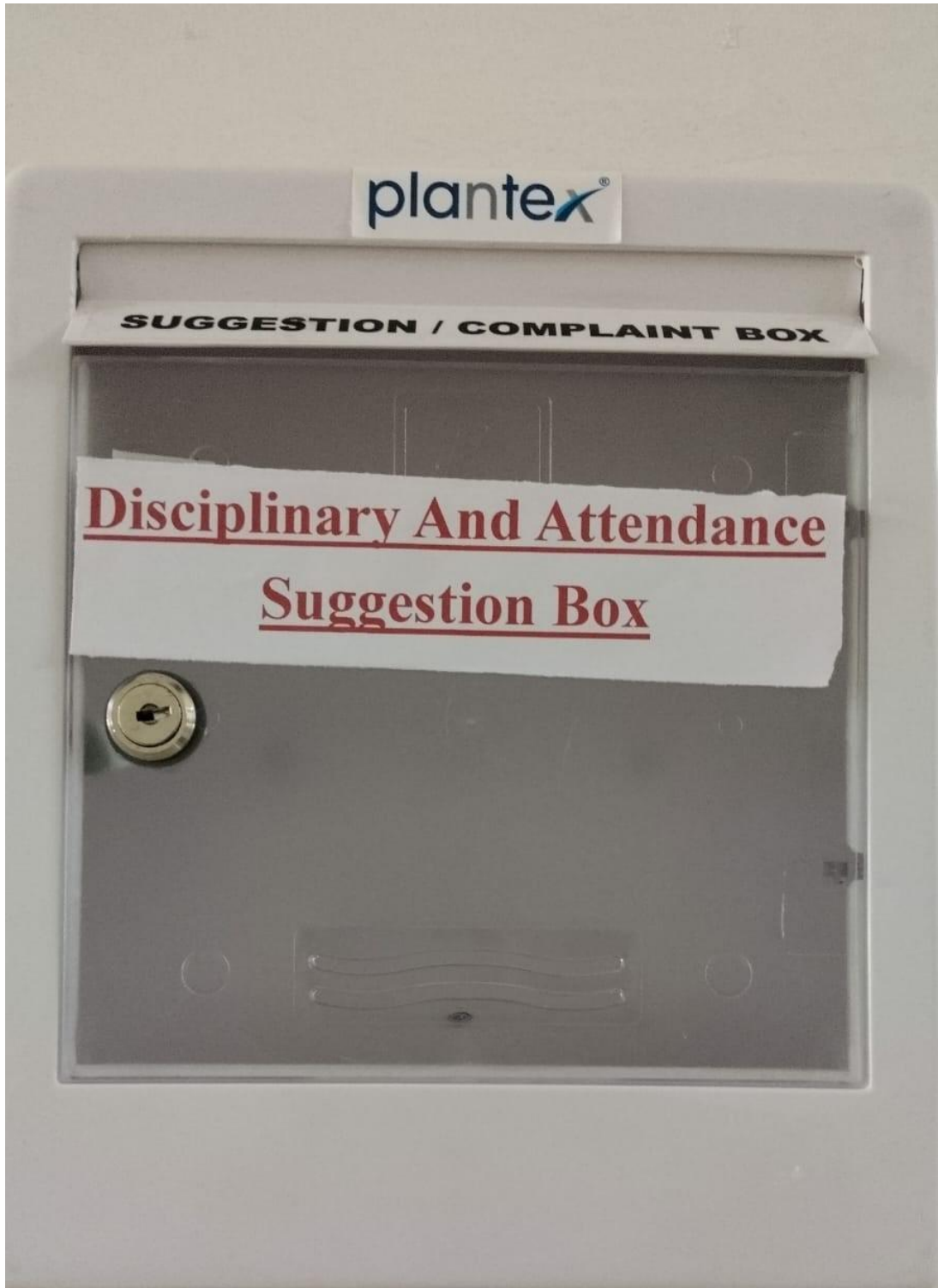
Mamatha
PRINCIPAL

Siva Sivani Degree College

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S. P. Sampathy's Siva Sivani Educational Society (2906/97)
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Manoj
PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
(Affiliated to Osmania University)

Date:11-7-2019

CIRCULAR

It is here by informed that all the disciplinary committee members are requested to meet on 13-7-2019 at 11:00 AM today in the seminar hall.

Agenda points:

1. To confirm the minutes of the meeting held on 13-7-2019
2. To discuss different issues that is related to Disciplinary and Attendance committee meeting including
3. To brief the board about the upcoming activities Disciplinary and Attendance Committee.
4. Any other matters with the permission of the chair person.



Mamathap

Chairperson

Disciplinary and Attendance Committee
PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)

SIVA SIVANI DEGREE COLLEGE

(Affiliated to Osmania University)

Minutes of meeting of Internal Complaints Committee Held On 13-7-2019

Time : 11.00 AM

Venue: seminar hall

The following members attended the meeting of internal complaints committee:

Sno	Name of the Committee Member	Designation	Position
1	Smt. P. Mamatha	Principal	Chairperson
2	Sri. Ananda Reddy Y	Vice Principal	Convener
3	Mrs. D Anjana	Faculty	Member
4	Mr. G Viswa Dev	Faculty	Member
5	Mrs. K Suhasini	Faculty	Member
6	Mr. Paturi Maruthi Sharath	Faculty	Member
7	Mrs. Jaya sree	Faculty	Member
8	Mr. S Purna Chandra Rao	Faculty	Member
9	Vamshi	Student	Student Representative
10	Rohith	Student	Student Representative



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Mobile: - +91-9247048112. Website: ssdc.ac.in

Mamatha
PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
(Affiliated to Osmania University)

POINTS DISCUSSED

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Noise Control:

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Security Measures:

- Faculty should Implement security measures to ensure the safety of students

Clearly communicate to the student if any emergency procedures and evacuation plans.



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Mobile: - +91-9247048112. Website: ssdc.ac.in

Mamatha
PRINCIPAL

Siva Sivani Degree College
Kompally Medchal-Maikajiri(Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
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Library Etiquette:

- Faculty should establish rules for the use of the library, including quiet zones and proper handling of books and resources by planning one hour twice a week

Environmental Responsibility:

- Faculty should appoint student co-ordinators to promote environmental responsibility by encouraging recycling and maintaining cleanliness program like "BEST OUT OF WASTE" in the college as week end Activity.

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- Use feedback to continually improve and adapt Disciplinary and Attendance policies.

As these rules were followed , communicated effectively, and enforced to be fair and consistent. Additionally, periodic reviews and updated rules followed and made necessary to address changing needs and circumstances within the college community.



Mamathap

Chairperson
PRINCIPAL

Disciplinary and Attendance Committee
Kompally, Medchal-Malkajgiri(DT)-500100



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Mamathap
PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(DT)



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
(Affiliated to Osmania University)

Placements and Readiness Committee



NH – 44, Kompally, Secunderabad – 500 100. Telangana, INDIA
Mobile: - +91-9247048112. Website: ssdc.ac.in

Manatop
PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dist)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)

SIVA SIVANI DEGREE COLLEGE

(Affiliated to Osmania University)

Placements and Career Readiness Committee

Consolidated report from 2022-23 to 2018-19

Academic Year

SNO	ACADEMIC YEAR	No. of Grievance Received	No. of Grievance Resolved
1	2022-23	NIL	NIL
2	2021-22	NIL	NIL
3	2020-21	NIL	NIL
4	2019-20	NIL	NIL
5	2019-18	NIL	NIL



Mamathap
Principal
PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dt)-500100



Mamathap
Principal
PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
(Affiliated to Osmania University)

**PLACEMENTS AND CAREER READINESS
COMMITTEE**

**ISSEUES REPORTED AND ACTION TAKEN
2022-23**



NH - 44, Kompally, Secunderabad - 500 100, Telangana, INDIA
Mobile: - +91-9247048112. Website: ssdc.ac.in

Mamatha
PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
(Affiliated to Osmania University)

Placements and Career Readiness Committee

Summary of issues reported and action taken

Academic Year 2022-23

SNO	Issues Reported	Reporting date	Action Taken	Closing date
1	NIL	----	NIL	----



Mamathap
Principal
PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



Mamathap
PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



CONSTITUTION OF PLACEMENTS AND CAREER READINESS COMMITTEE

ACADEMIC YEAR 2022-23

Placement readiness policy at Siva Sivani refers to the preparation stage before a student attends a placement. To ensure this, the student undertakes the basic awareness checks in addition to have a virtual employability programme available to him/her and access the student before attending a final interview.

Process:

1. The rolling placement process start at the academic session every year. The placement process will have the flexibility to accommodate the needs of the recruiting organization. It comprises of the following steps:
2. Recruiting companies inform the placement cell about their requirements, role and description, eligibility norms and the remuneration package being offered
3. These details will be shared with the students through the placement committee. Students will be able to decide about participating in the companies' recruitment process depending upon their stream of study, interest suitability specialization and career interest.
4. Students go through the training and the process through various assessments which include personal/online assessment, case study, group discussion, multiple rounds of interview. These are conducted at our campus or at other premises chosen by the placement cell.
5. After this, the pre placement talk for the final interview – the process commences where by students not only understand the criterion, but also the administrative system and functioning of their organizations.





S. P. Sampathy's Siva Sivani Educational Society (2906/97)
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6. Assessing students on skills that are important for the industry and suggesting on improvement plans, usually helps with better placements.

It is now a common practice of Siva Sivani Campus recruiters to conduct test in their specified areas to gauge student's ability. And have successfully placed thousands of students in reputed MNC's and Corporate companies after the proper planning and execution of these Placement Training Sessions.

Mamathap
chairperson

Placements and Career Readiness committee

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



Mamathap
PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
(Affiliated to Osmania University)

Date:29-8-2022

CIRCULAR

It is here by informed that all the Placements and Career Readinesss committee members are requested to meet on 31-8-2022 at 11:00 AM today in the seminar hall.

AGENDA:

- It is planned to organize a lecture on Placements and Career Readinesss students.
- Discussion on steps to create awareness about Placements and Career Readinesss committee among the students.



Mamathap
chairperson

Placements and Career Readinesss committee
PRINCIPAL
Siva Sivani Degree College
Kompally,Medchal-Malkajgiri(Dt)-500100



Mamathap
PRINCIPAL
Siva Sivani Degree College
Kompally,Medchal-Malkajgiri(Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)

SIVA SIVANI DEGREE COLLEGE

(Affiliated to Osmania University)

Minutes of meeting of Placements and Career Readiness Committee Held On 31-8-2022

Time : 10.00 AM

Venue: seminar hall

The following members attended the meeting of Placements and Career Readiness committee:

sl.no	Name of the Committee Member	Designation	Position
1	Mrs. P. Mamatha	Principal	Chairperson
2	Mrs. Dr. G. Hema	Placements Director	Convener
3	Mrs. Mary Leena	Head, CRT	Co-Ordinator
4	Mrs. Sharon Ann	HOD, Dept. of English	Member
5	Mr. P. Kesavgi	Faculty	Member
6	Mr. G. Uma Mahesh	Faculty	Member
7	Mr. K. Lakshman Rao	Faculty	Member
8	Mr. Paila Krishna Reddy	Faculty	Member
9	Mr. Rajanikant Rai	Faculty	Member
10	Mrs. Gangu Ramya	Lab Faculty	Member
11	Mrs. V. Srilatha	Lab Faculty	Member
12	Mr. Ajendher Singh	Office Admin - Placements	Member
13	Swamanjali	Student Representative	Member
14	Dheeraj	Student Representative	Member



NH - 44, Kompally, Secunderabad - 500 100, Telangana, INDIA
Mobile: - +91-92470-48112. Website: ssdc.ac.in

Mamatha
PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (DY)-500100



Points discussed and the resolutions made in the meeting are presented below:

Maximizing recruitment in college-level placements requires a strategic approach that involves collaboration between the college, students, and potential employers.

Here are steps to improve and maximize recruitment in college placements:

- 1. Industry Collaboration:** Placement officer Fosters strong ties with industry partners through collaborations, Internships, and Industry-academia forums and Invite industry professionals to share insights and experiences with students.
- 2. Curriculum Alignment:** Placement officer with the help of faculty co-ordinators Align the curriculum with industry requirements to ensure that students are equipped with the skills and knowledge sought by employers. Regularly update courses to stay current with industry trends
- 3.Skill Development Programs:** Faculty co-ordinators with the help of student representatives conduct skill development programs like VERBAL COMMUNICATION, GROUPDISCUSSIONS, JAM, DEBATE, MOCK INTERVIEWS, ESSAY WRITING, that focus on both technical and soft skills and provide workshops, ON APTITUDE TECHNICAL RELATED PROJECTS will be assigned to students to improve their technical skills, seminars, and training sessions to enhance students' employability.
- 3. Career Counselling Services:** Placement officer with the help of faculty co-ordinators conducts comprehensive career counselling services to guide students in making informed decisions about their career paths. Provide information about various industries, job profiles, and skill requirements by creating whatsapp groups.
- 4. Mock Interviews and Resume Workshops:** Faculty co-ordinators with the help of faculty and placement officer conducts mock interviews and resume-building workshops to prepare students for the recruitment process. Provide constructive feedback to help them improve their interview and application skill Organize networking events, job fairs, and industry meet-ups where students can interact with potential employers, learn about job opportunities, and build professional connections.





5. Internship Opportunities: Faculty committee members with the help of student representative and placement officer, facilitate internship opportunities for students with local businesses and industry partners. Internships provide practical experience and increase students' chances of being noticed by recruiters

6. Placement Cells: Placement officer, committee co-ordinators,
Strengthen the college's placement cell by having dedicated staff members focused on building relationships with employers, arranging recruitment drives, and assisting students with the placement process. Collaborate with industry experts to design and conduct specialized training programs tailored to the specific needs of certain sectors or industries.

7. Alumni Engagement:
Engage with alumni who are successful in their respective fields. Alumni can provide valuable insights, mentorship, and may even offer job opportunities within their organizations.

8. Soft Skills Development:
Emphasize the development of soft skills, including communication, teamwork, problem-solving, and leadership. These skills are often as crucial as technical skills in the workplace.

9. Online Presence:
Establish a strong online presence for the college, including an updated website, social media profiles, and an active presence on professional networking platforms. Showcase student achievements and success stories.

10. Customized Training Programs:
Offer customized training programs in collaboration with companies that are recruiting from the college. This ensures that students are well-prepared for the specific requirements of those companies.

11. Industry Advisory Boards:
Form industry advisory boards with representatives from different sectors to provide guidance on curriculum development, industry trends, and skill requirements.





S. P. Sampathy's Siva Sivani Educational Society (2906/97)

SIVA SIVANI DEGREE COLLEGE

(Affiliated to Osmania University)

12. Continuous Feedback Loop:

Establish a continuous feedback loop with recruiters to understand their expectations, gather insights into recruitment trends, and make necessary adjustments to the college's approach.

Organize regular campus recruitment drives, allowing multiple companies to visit the campus and interact with potential candidates.

Measuring Placement Success: Organize regular campus recruitment drives, allowing multiple companies to visit the campus and interact with potential candidates. Establish key performance indicators (KPIs) to measure the success of placements, including placement rates, average salaries, and post-employment satisfaction of graduates.

By implementing these steps, we can enhance their placement programs and increase the likelihood of students securing desirable positions in their chosen fields. Continuous evaluation and adaptation to changing industry dynamics are essential for sustained success in maximizing recruitment.

chairperson

Placements and Career Readiness committee
PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dt)-500100



PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
(Affiliated to Osmania University)

**PLACEMENTS AND CAREER READINESS
COMMITTEE**

**ISSUES REPORTED AND ACTION TAKEN
2021-2022**



NH - 44, Kompally, Secunderabad - 500 100, Telangana, INDIA
Mobile: - +91-9247048112. Website: ssdc.ac.in

Mahesh
PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Maikajgiri (Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
(Affiliated to Osmania University)

Placements and Career Readiness Committee

Summary of issues reported and action taken
Academic Year 2021-22

SNO	Issues Reported	Reporting date	Action Taken	Closing date
1	NIL	---	NIL	---

Mamathap
Principal
PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dt)-500100



Mamathap
PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)

SIVA SIVANI DEGREE COLLEGE

(Affiliated to Osmania University)

CONSTITUTION OF PLACEMENTS AND CAREER READINESS COMMITTEE

ACADEMIC YEAR 2021-22

Placement readiness policy at Siva Sivani refers to the preparation stage before a student attends a placement. To ensure this, the student undertakes the basic awareness checks in addition to have a virtual employability programme available to him/her and access the student before attending a final interview.

Process

- The rolling placement process start at the academic session every year. The placement process will have the flexibility to accommodate the needs of the recruiting organization. It comprises of the following steps:
- Recruiting companies inform the placement cell about their requirements, role and description, eligibility norms and the remuneration package being offered
- These details will be shared with the students through the placement committee. Students will be able to decide about participating in the companies' recruitment process depending upon their stream of study, interest suitability specialization and career interest.
- Students go through the training and the process through various assessments which include personal/online assessment, case study, group discussion, multiple rounds of interview. These are conducted at our campus or at other premises chosen by the placement cell.
- After this, the pre placement talk for the final interview – the process commences where by students not only understand the criterion, but also the administrative system and functioning of their organizations.



NH – 44, Kompally, Secunderabad – 500 100, Telangana, INDIA
Mobile: - +91-9247048112. Website: ssdc.ac.in

Mamatha
PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Maikajgiri(Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
(Affiliated to Osmania University)

- Assessing students on skills that are important for the industry and suggesting on improvement plans, usually helps with better placements.

It is now a common practice of Siva Sivani Campus recruiters to conduct test in their specified areas to gauge student's ability. And have successfully placed thousands of students in reputed MNC's and Corporate companies after the proper planning and execution of these Placement Training Sessions.

Mamathap
chairperson

Placements and Career Readiness committee

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Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dt)-500100



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Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
(Affiliated to Osmania University)

Date: 16-10-2021

CIRCULAR

It is here by informed that all the Placements and Career Readiness committee members are requested to meet on 18-10-2021 at 11:00 AM today in the seminar hall.

AGENDA:

- It is planned to organize a lecture on Placements and Career Readiness students.
- Discussion on steps to create awareness about Placements and Career Readiness committee among the students.



M. Sampathy
chairperson

Placements and Career Readiness committee
PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



M. Sampathy
PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)

SIVA SIVANI DEGREE COLLEGE

(Affiliated to Osmania University)

Minutes of meeting of Placements and Career Readiness Committee Held On

Time : 10.00 AM

Venue: seminar hall

The following members attended the meeting of Placements and Career Readiness committee:

sl.no	Name of the Committee Member	Designation	Position
1	Mrs. P. Mamatha	Principal	Chairperson
2	Mrs. Dr. G. Hema	Placements Director	Convener
3	Mrs. Mary Leena	Head, CRT	Co-Ordinator
4	Mrs. Sharon Ann	HOD, Dept. of English	Member
5	Mr. P. Kesavgiri	Faculty	Member
6	Mr. G. Uma Mahesh	Faculty	Member
7	Mr. K. Lakshman Rao	Faculty	Member
8	Mr. Paila Krishna Reddy	Faculty	Member
9	Mr. Rajanikant Rai	Faculty	Member
10	Mrs. Gangu Ramya	Lab Faculty	Member
11	Mrs. V. Srilatha	Lab Faculty	Member
12	Mr. Ajendher Singh	Office Admin - Placements	Member
13	Swarnanjali	Student Representative	Member
14	Dheeraj	Student Representative	Member



NH - 44, Kompally, Secunderabad - 500 100, Telangana, INDIA
Mobile: - +91-9247048112. Website: ssdc.ac.in

Mamatha
PRINCIPAL

Siva Sivani Degree College
Kompally, Moolchal-Malkajgiri(Dr)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
(Affiliated to Osmania University)

Points discussed and the resolutions made in the meeting are presented below:

Maximizing recruitment in college-level placements requires a strategic approach that involves collaboration between the college, students, and potential employers.

Here are steps to improve and maximize recruitment in college placements:

- 1. Industry Collaboration:** Placement officer Fosters strong ties with industry partners through collaborations, Internships, and Industry-academia forums and Invite industry professionals to share insights and experiences with students.
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- 4. Mock Interviews and Resume Workshops:** Faculty co-ordinators with the help of faculty and placement officer conducts mock interviews and resume-building workshops to prepare students for the recruitment process. Provide constructive feedback to help them improve their interview and application skill Organize networking events, job fairs, and industry meet-ups where students can interact with potential employers, learn about job opportunities, and build professional connections.



NH – 44, Kompally, Secunderabad – 500 100, Telangana, INDIA
Mobile: - +91-9247048112. Website: ssdc.ac.in

Mamatha
PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
(Affiliated to Osmania University)

5. Internship Opportunities: Faculty committee members with the help of student representative and placement officer, facilitate internship opportunities for students with local businesses and industry partners. Internships provide practical experience and increase students' chances of being noticed by recruiters

6. Placement Cells: Placement officer, committee co-ordinators
Strengthen the college's placement cell by having dedicated staff members focused on building relationships with employers, arranging recruitment drives, and assisting students with the placement process. Collaborate with industry experts to design and conduct specialized training programs tailored to the specific needs of certain sectors or industries.

7. Alumni Engagement:
Engage with alumni who are successful in their respective fields. Alumni can provide valuable insights, mentorship, and may even offer job opportunities within their organizations.

8. Soft Skills Development:
Emphasize the development of soft skills, including communication, teamwork, problem-solving, and leadership. These skills are often as crucial as technical skills in the workplace.

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Establish a strong online presence for the college, including an updated website, social media profiles, and an active presence on professional networking platforms. Showcase student achievements and success stories.

10. Customized Training Programs:
Offer customized training programs in collaboration with companies that are recruiting from the college. This ensures that students are well-prepared for the specific requirements of those companies.

11. Industry Advisory Boards:
Form industry advisory boards with representatives from different sectors to provide guidance on curriculum development, industry trends, and skill requirements.

12. Continuous Feedback Loop:
Establish a continuous feedback loop with recruiters to understand their expectations, gather insights into recruitment trends, and make necessary adjustments to the college's approach.



NH - 44, Kompally, Secunderabad - 500 100, Telangana, INDIA
Mobile: - +91-9247048112. Website: ssdc.ac.in

Mamata
PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
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Organize regular campus recruitment drives, allowing multiple companies to visit the campus and interact with potential candidates.

Measuring Placement Success: Organize regular campus recruitment drives, allowing multiple companies to visit the campus and interact with potential candidates. Establish key performance indicators (KPIs) to measure the success of placements, including placement rates, average salaries, and post-employment satisfaction of graduates.

By implementing these steps, we can enhance their placement programs and increase the likelihood of students securing desirable positions in their chosen fields. Continuous evaluation and adaptation to changing industry dynamics are essential for sustained success in maximizing recruitment.

Mamathap
chairperson

Placements and Career Readiness committee
PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dr)-500100



Mamathap
PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dr)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
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**PLACEMENTS AND CAREER READINESS
COMMITTEE**

**ISSUES REPORTED AND ACTION TAKEN
2020-21**



NH - 44, Kompally, Secunderabad - 500 100, Telangana, INDIA
Mobile: - +91-9247048112. Website: ssdc.ac.in

Mamath P
PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dr)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)

SIVA SIVANI DEGREE COLLEGE

(Affiliated to Osmania University)

Placements and Career Readiness Committee

Summary of issues reported and action taken

Academic Year 2020-21

SNO	Issues Reported	Reporting date	Action Taken	Closing date
1	NIL	—	NIL	—



Mamatha
Principal
PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dt)-500100



Mamatha
PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dt)-500100



CONSTITUTION OF PLACEMENTS AND CAREER READINESS COMMITTEE

ACADEMIC YEAR 2020-21

Placement readiness policy at Siva Sivani refers to the preparation stage before a student attends a placement. To ensure this, the student undertakes the basic awareness checks in addition to have a virtual employability programme available to him/her and access the student before attending a final interview.

Process

- The rolling placement process start at the academic session every year. The placement process will have the flexibility to accommodate the needs of the recruiting organization. It comprises of the following steps:
- Recruiting companies inform the placement cell about their requirements, role and description, eligibility norms and the remuneration package being offered
- These details will be shared with the students through the placement committee. Students will be able to decide about participating in the companies' recruitment process depending upon their stream of study, interest suitability specialization and career interest.
- Students go through the training and the process through various assessments which include personal/online assessment, case study, group discussion, multiple rounds of interview. These are conducted at our campus or at other premises chosen by the placement cell.
- After this, the pre placement talk for the final interview – the process commences where by students not only understand the criterion, but also the administrative system and functioning of their organizations.
- Assessing students on skills that are important for the industry and suggesting on improvement plans, usually helps with better placements.

It is now a common practice of Siva Sivani Campus recruiters to conduct test in their specified areas to gauge student's ability. And have successfully placed thousands of students in reputed MNC's and Corporate companies after the proper planning and execution of these Placement Training Sessions.

chairperson

Placements and Career Readiness committee

PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100

NH – 44, Kompally, Secunderabad – 500 100, Telangana, INDIA
Mobile: - +91-9247048112. Website: ssdc.ac.in





S. P. Sampathy's Siva Sivani Educational Society (2906/97)

SIVA SIVANI DEGREE COLLEGE

(Affiliated to Osmania University)

The following are the members of Placements and Career Readiness committee:

Sno.	Name of the Committee Member	Designation	Position
1	Mrs. P. Mamatha	Principal	Chairperson
2	Mrs. D. Anjana	Faculty	Convener
3	Mrs. B. Madhavi Latha	Faculty	Member
4	Mrs. Rani Jaju	Faculty	Member
5	Mrs. Thangi Aruna Rani	Faculty	Member
6	Mrs. B Chitkala	Faculty	Member
7	Mrs. A Kavya	Faculty	Member
8	Uduthalu chandu	Student Representative	Member
9	G. kalayan goud	Student Representative	Member

Mamatha
chairperson

Placements and Career Readiness committee

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dt)-500100



Mamatha
PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dt)-500100

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Mobile: - +91-9247048112. Website: ssdc.ac.in



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
(Affiliated to Osmania University)

**PLACEMENTS AND CAREER READINESS
COMMITTEE**

**ISSUES REPORTED AND ACTION TAKEN
2019-20**



NH – 44, Kompally, Secunderabad – 500 100. Telangana, INDIA
Mobile: - +91-9247048112. Website: ssdc.ac.in

Mamatha
PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Maikajgiri (Dt)-500100



Placements and Career Readiness Committee

Summary of issues reported and action taken

Academic Year 2019-20

SNO	Issues Reported	Reporting date	Action Taken	Closing date
1	NIL	—	NIL	—



Mamathap
Principal
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



Mamathap
Principal
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



CONSTITUTION OF PLACEMENTS AND CAREER READINESS COMMITTEE

ACADEMIC YEAR 2019-20

Placement readiness policy at Siva Sivani refers to the preparation stage before a student attends a placement. To ensure this, the student undertakes the basic awareness checks in addition to have a virtual employability programme available to him/her and access the student before attending a final interview.

Process

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- Students go through the training and the process through various assessments which include personal/online assessment, case study, group discussion, multiple rounds of interview. These are conducted at our campus or at other premises chosen by the placement cell.
- After this, the pre placement talk for the final interview – the process commences where by students not only understand the criterion, but also the administrative system and functioning of their organizations.





S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
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- Assessing students on skills that are important for the industry and suggesting on improvement plans, usually helps with better placements.

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Mamathap
chairperson

Placements and Career Readiness committee
PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dt)-500100



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PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
(Affiliated to Osmania University)

Date: 26-12-2019

CIRCULAR

It is here by informed that all the Placements and Career Readiness committee members are requested to meet on 28-12-2019 at 11:00 AM today in the seminar hall.

AGENDA:

- It is planned to organize a lecture on Placements and Career Readiness students.
- Discussion on steps to create awareness about Placements and Career Readiness committee among the students.

Mamathap
chairperson

Placements and Career Readiness committee
PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



Klomatap
PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)

SIVA SIVANI DEGREE COLLEGE

(Affiliated to Osmania University)

Minutes of meeting of Placements and Career Readiness Committee Held On

28-12-2019

Time : 10.00 AM

Venue: seminar hall

The following members attended the meeting of Placements and Career Readiness committee:

Sno.	Name of the Committee Member	Designation	Position
1	Mrs. P. Mamatha	Principal	Chairperson
2	Mrs. D. Anjana	Faculty	Convener
3	Mrs. B. Madhavi Latha	Faculty	Member
4	Mrs. Mary Madhavi	Faculty	Member
5	Mrs. K Suhasini	Faculty	Member
6	Mrs. Safina Tarannum	Faculty	Member
7	Mrs. Mayuri Odela	Faculty	Member
8	Karishma	Student Representative	Member
9	Varalaxmi	Student Representative	Member



NH - 44, Kompally, Secunderabad - 500 100, Telangana, INDIA
Mobile: - +91-9247048112. Website: ssdc.ac.in

Mamatha
PRINCIPAL

Siva Sivani Degree College
Kompally, Madana-Malkajgiri(Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
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Points discussed and the resolutions made in the meeting are presented below:

Maximizing recruitment in college-level placements requires a strategic approach that involves collaboration between the college, students, and potential employers.

Here are steps to improve and maximize recruitment in college placements:

- 1. Industry Collaboration:** Placement officer Fosters strong ties with industry partners through collaborations, Internships, and Industry-academia forums and Invite industry professionals to share insights and experiences with students.
- 2. Curriculum Alignment:** Placement officer with the help of faculty co-ordinators Align the curriculum with industry requirements to ensure that students are equipped with the skills and knowledge sought by employers. Regularly update courses to stay current with industry trends
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Mamatha
Principal

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dist)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
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5. Internship Opportunities: Faculty committee members with the help of student representative and placement officer, facilitate internship opportunities for students with local businesses and industry partners. Internships provide practical experience and increase students' chances of being noticed by recruiters

6. Placement Cells: Placement officer, committee co-ordinators, Strengthen the college's placement cell by having dedicated staff members focused on building relationships with employers, arranging recruitment drives, and assisting students with the placement process. Collaborate with industry experts to design and conduct specialized training programs tailored to the specific needs of certain sectors or industries.

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Engage with alumni who are successful in their respective fields. Alumni can provide valuable insights, mentorship, and may even offer job opportunities within their organizations.

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Emphasize the development of soft skills, including communication, teamwork, problem-solving, and leadership. These skills are often as crucial as technical skills in the workplace.

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Establish a strong online presence for the college, including an updated website, social media profiles, and an active presence on professional networking platforms. Showcase student achievements and success stories.

10. Customized Training Programs:
Offer customized training programs in collaboration with companies that are recruiting from the college. This ensures that students are well-prepared for the specific requirements of those companies.

11. Industry Advisory Boards:
Form industry advisory boards with representatives from different sectors to provide guidance on curriculum development, industry trends, and skill requirements.

12. Continuous Feedback Loop:
Establish a continuous feedback loop with recruiters to understand their expectations, gather insights into recruitment trends, and make necessary adjustments to the college's approach.



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Mametta
PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dt)-500100



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SIVA SIVANI DEGREE COLLEGE

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Organize regular campus recruitment drives, allowing multiple companies to visit the campus and interact with potential candidates.

Measuring Placement Success: Organize regular campus recruitment drives, allowing multiple companies to visit the campus and interact with potential candidates. Establish key performance indicators (KPIs) to measure the success of placements, including placement rates, average salaries, and post-employment satisfaction of graduates.

By implementing these steps, we can enhance their placement programs and increase the likelihood of students securing desirable positions in their chosen fields. Continuous evaluation and adaptation to changing industry dynamics are essential for sustained success in maximizing recruitment.

Mamathap
chairperson

Placements and Career Readiness committee
PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



Mamathap
PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
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**PLACEMENTS AND CAREER READINESS
COMMITTEE**

**ISSUES REPORTED AND ACTION TAKEN
2018-19**



NH - 44, Kompally, Secunderabad - 500 100, Telangana, INDIA
Mobile: - +91-9247048112. Website: ssdc.ac.in

Mamatha
PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dt)-500100



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Placements and Career Readiness Committee

Summary of issues reported and action taken

Academic Year 2018-19

SNO	Issues Reported	Reporting date	Action Taken	Closing date
1	NIL	---	NIL	---



Mamathap
Principal
PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Maikalgiri(DI)-500100



Mamathap
PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Maikalgiri(DI)-500100



CONSTITUTION OF PLACEMENTS AND CAREER READINESS COMMITTEE

ACADEMIC YEAR 2018-19

Placement readiness policy at Siva Sivani refers to the preparation stage before a student attends a placement. To ensure this, the student undertakes the basic awareness checks in addition to have a virtual employability programme available to him/her and access the student before attending a final interview.

Process

- The rolling placement process start at the academic session every year. The placement process will have the flexibility to accommodate the needs of the recruiting organization. It comprises of the following steps:
- Recruiting companies inform the placement cell about their requirements, role and description, eligibility norms and the remuneration package being offered
- These details will be shared with the students through the placement committee. Students will be able to decide about participating in the companies' recruitment process depending upon their stream of study, interest suitability specialization and career interest.
- Students go through the training and the process through various assessments which include personal/online assessment, case study, group discussion, multiple rounds of interview. These are conducted at our campus or at other premises chosen by the placement cell.
- After this, the pre placement talk for the final interview – the process commences where by students not only understand the criterion, but also the administrative system and functioning of their organizations.





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- Assessing students on skills that are important for the industry and suggesting on improvement plans, usually helps with better placements.

It is now a common practice of Siva Sivani Campus recruiters to conduct test in their specified areas to gauge student's ability. And have successfully placed thousands of students in reputed MNC's and Corporate companies after the proper planning and execution of these Placement Training Sessions.

Mamatha
chairperson

Placements and Career Readiness committee

PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



Mamatha
PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)

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Date :16-7-2018

CIRCULAR

It is here by informed that all the Placements and Career Readiness committee members are requested to meet on 17-8-2018 at 11:00 AM today in the seminar hall.

AGENDA:

- It is planned to organize a lecture on Placements and Career Readiness students.
- Discussion on steps to create awareness about Placements and Career Readiness committee among the students.



Mamathap
chairperson

Placements and Career Readiness committee

PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



Mamathap
PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



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SIVA SIVANI DEGREE COLLEGE

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Minutes of meeting of Placements and Career Readiness Committee Held On 17-8-2018

Time : 10.00 AM

Venue: seminar hall

The following members attended the meeting of Placements and Career Readiness committee:

Sno.	Name of the Committee Member	Designation	Position
1	Mrs. P. Mamatha	Principal	Chairperson
2	Mrs. D. Anjana	Faculty	Convener
3	Mrs. B. Madhavi Latha	Faculty	Member
4	Mrs. Lavanya V L	Faculty	Member
5	Mrs. G Dhana Lakshmi	Faculty	Member
6	Mrs. Mayuri Odela	Faculty	Member
7	Mrs. Celistina Mary	Faculty	Member
8	Anjali	Faculty	Member
9	Shwetha	Faculty	Member



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Mobile: - +91-9247048112. Website: ssdc.ac.in

Mamatha
PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dt)-500100



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Points discussed and the resolutions made in the meeting are presented below:

Maximizing recruitment in college-level placements requires a strategic approach that involves collaboration between the college, students, and potential employers.

Here are steps to improve and maximize recruitment in college placements:

- 1. Industry Collaboration:** Placement officer Fosters strong ties with industry partners through collaborations, Internships, and Industry-academia forums and Invite industry professionals to share insights and experiences with students.
- 2. Curriculum Alignment:** Placement officer with the help of faculty co-ordinators Align the curriculum with industry requirements to ensure that students are equipped with the skills and knowledge sought by employers. Regularly update courses to stay current with industry trends
- 3. Skill Development Programs:** Faculty co-ordinators with the help of student representatives conduct skill development programs like VERBAL COMMUNICATION, GROUPDISCUSSIONS, JAM, DEBATE, MOCK INTERVIEWS, ESSAY WRITING, that focus on both technical and soft skills and provide workshops, ON APTITUDE TECHNICAL RELATED PROJECTS will be to assigned to students to improve their technical skills, seminars, and training sessions to enhance students' employability.
- 3. Career Counselling Services:** Placement officer with the help of faculty co-ordinators conducts comprehensive career counselling services to guide students in making informed decisions about their career paths. Provide information about various industries, job profiles, and skill requirements by creating whatsapp groups.
- 4. Mock Interviews and Resume Workshops:** Faculty co-ordinators with the help of faculty and placement officer conducts mock interviews and resume-building workshops to prepare students for the recruitment process. Provide constructive feedback to help them improve their interview and application skill Organize networking events, job fairs, and industry meet-ups where students can interact with potential employers, learn about job opportunities, and build professional connections.



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Naveed
PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(D0)-600100



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5. Internship Opportunities: Faculty committee members with the help of student representative and placement officer, facilitate internship opportunities for students with local businesses and industry partners. Internships provide practical experience and increase students' chances of being noticed by recruiters.

6. Placement Cells: Placement officer, committee co-ordinators,
Strengthen the college's placement cell by having dedicated staff members focused on building relationships with employers, arranging recruitment drives, and assisting students with the placement process. Collaborate with industry experts to design and conduct specialized training programs tailored to the specific needs of certain sectors or industries.

7. Alumni Engagement:
Engage with alumni who are successful in their respective fields. Alumni can provide valuable insights, mentorship, and may even offer job opportunities within their organizations.

8. Soft Skills Development:
Emphasize the development of soft skills, including communication, teamwork, problem-solving, and leadership. These skills are often as crucial as technical skills in the workplace.

9. Online Presence:
Establish a strong online presence for the college, including an updated website, social media profiles, and an active presence on professional networking platforms. Showcase student achievements and success stories.

10. Customized Training Programs:
Offer customized training programs in collaboration with companies that are recruiting from the college. This ensures that students are well-prepared for the specific requirements of those companies.

11. Industry Advisory Boards:
Form industry advisory boards with representatives from different sectors to provide guidance on curriculum development, industry trends, and skill requirements.



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Mobile: - +91-9247048112. Website: ssdc.ac.in

Mamatha
PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dist-500100)



12. Continuous Feedback Loop:

Establish a continuous feedback loop with recruiters to understand their expectations, gather insights into recruitment trends, and make necessary adjustments to the college's approach.

Organize regular campus recruitment drives, allowing multiple companies to visit the campus and interact with potential candidates.

Measuring Placement Success: Organize regular campus recruitment drives, allowing multiple companies to visit the campus and interact with potential candidates. Establish key performance indicators (KPIs) to measure the success of placements, including placement rates, average salaries, and post-employment satisfaction of graduates.

By implementing these steps, we can enhance their placement programs and increase the likelihood of students securing desirable positions in their chosen fields. Continuous evaluation and adaptation to changing industry dynamics are essential for sustained success in maximizing recruitment.



M. Suresh

chairperson

Placements and Career Readiness committee

PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dt)-500100

M. Suresh

PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)

SIVA SIVANI DEGREE COLLEGE

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Women Empowerment Committee

**Timely redressal of the grievances through appropriate
committees**



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Mobile: - +91-9247048112.

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PRINCIPAL

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Women Empowerment Committee

CONSOLIDATED REPORT FROM THE ACADEMIC

YEAR 2018-19 TO 2022-23

SNO	Academic Year	No. Of Grievances Received	No. Of Grievances Resolved
1	2022-23	NIL	NIL
2	2021-22	NIL	NIL
3	2020-21	NIL	NIL
4	2019-20	NIL	NIL
5	2018-19	NIL	NIL

Mamathap

PRINCIPAL

PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



NH - 41, Kompally, Secunderabad - 500 100, Telangana, INDIA
Mobile: - +91-9247048112 Website: ssdc.ac.in

Mamathap
PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



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**SUMMARY OF ISSUES REPORTED AND ACTION
TAKEN
ACADEMIC YEAR 2022-2023**



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Mobile: - +91-9247048112.

Website: ssdc.ac.in

Manoj
PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Maikajgiri (Dt)-500100



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SIVA SIVANI DEGREE COLLEGE

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Women Empowerment Committee

SUMMARY OF ISSUES REPORTED AND ACTION TAKEN

ACADEMIC YEAR 2022-2023

SNO	ISSUES REPORTED	REPORT DATE	ACTION TAKEN	CLOSING DATE
1	NIL	---	NIL	---

Mamathap

PRINCIPAL

PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Maikajgiri(Dt)-500100



NH - 44, Kompally, Secunderabad - 500 100, Telangana, INDIA
Mobile: - +91-9247048112 Website: ssdc.ac.in

Mamathap
PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Maikajgiri(Dt)-500100



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SIVA SIVANI DEGREE COLLEGE

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CONSTITUTION OF WOMEN EMPOWERMENT COMMITTEE

ACADEMIC YEAR 2022-23

This Policy at Siva Sivani Degree College is implemented with an aim to promote Gender Equality and enhance understanding of issues relating to women and to make the college campus a safe place for the student. To also create awareness on various issues and problems of women and in particular regarding Gender discrimination.

Objectives:

- To highlight the importance of Female Centric Work, more employability status is created and given to the women in the campus.
- To organize seminars, workshops relating to women safety and over all personality development.
- To conduct practical activities for the students to develop self-confidence.
- To prevent any kind of abuse and harassment, The Grievance Redressal Cell actively monitors and takes necessary steps to ensure the safety of girls/Women in the campus.
- It strives to provide platforms for women to share their experience and views with regard to their status and challenges in the society and suggest ways to improve and empower themselves.

Women Empowerment Cell is active in the college to empower girl student/women employees to enhance, understanding of issues related to women and to make the campus a safe place to work. The ratio of women work force states the policy envisaged vision.



Mamatha

Chairperson

Women Empowerment Committee

PRINCIPAL

**Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100**



NH - 44, Kompally, Secunderabad - 500 100, Telangana, INDIA
Mobile: - +91-9247048112. Website: ssdc.ac.in

Mamatha
PRINCIPAL

**Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100**



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confidence, build resilience, and contribute to a more fulfilling and balanced life for women.



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Nawetta
PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
(Affiliated to Osmania University)

Date : 24-8-2022

CIRCULAR

It is here by informed to all the Women Empowerment committee members to attend the meeting on 26-8-2022 at 10.00A.M .today in seminar hall.

Agenda of the meeting

1. To confirm the minutes of the meeting held on 26-8-2022
2. To discuss preventive measures that are related to women empowerment Committee
3. To brief the board about the upcoming activities of women empowerment committee
4. Few preventive measures will be designed to make the students (freshers) comfortable

Mamathap
Chairperson

Women Empowerment Committee

PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100

Copy to

- All committee members
- The chair person
- File



NH -4, Kompally, Secunderabad - 500 100, Telangana, INDIA
Mobile: - +91-9247048112. Website: ssdc.ac.in

Mamathap
PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
(Affiliated to Osmania University)

Minutes of meeting of Women Empowerment Committee held on 26-8-2022

Time-10.00A.M

Venue : Seminar hall

The following members attended the meeting of Women Empowerment Committee

sl.no	Name of the Committee Member	Designation	Position
1	Mrs. P. Mamatha	Principal	Chairperson
2	Mrs. P. Vanaja	HOD, Dept. of Management	Convener
3	Mrs. Sharon Ann	HOD, Dept. of English	Co-Ordinator
4	Mrs. D. Anjana	HOD, Dept. of Commerce	Member
5	Mrs. C. Sirisha	Faculty	Member
6	Mrs. B. Sirisha	Faculty	Member
7	Ms. Joyce Ambrose	Faculty	Member
8	Mrs. Jakkani Kruthi	Faculty	Member
9	Ms. Geddam Madhuri	Faculty	Member
10	Shreya	Student Representative	Member
11	Ashwitha	Student Representative	Member



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Mobile: - +91-9247048112. Website: ssdc.ac.in

Mamatha P
PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dt)-500100



POINTS DISCUSSED TO PROMOTE WOMEN EMPOWERMENT IN THE COLLEGE

Promoting women empowerment in college involves creating an environment that supports gender equality, encourages women to pursue their goals, and provides them with the resources and opportunities needed for personal and academic growth.

Here are steps to promote women empowerment in college:

- 1. Awareness Programs:** Faculty should conduct awareness programs to educate students, about the importance of gender equality and women's empowerment.
- 2. Equal Opportunity Policies:** Faculty should ensure to implement and enforce policies that ensure equal opportunities for women in academic activities
- 3. Mentorship Programs:** Establish mentorship programs connecting female students with successful women in academia, industry, or other fields to provide guidance and support and conduct activities to students and faculty on the EVE OF INTERNATIONAL WOMEN DAY (8TH MARCH)
- 4. Gender-Sensitive Curriculum:** Ensure that the curriculum is gender-sensitive, inclusive, and free from gender stereotypes, promoting diverse perspectives and experiences by conducting meetings with Principal
- 5. Skill Development Workshops:** Organize workshops and training programs that focus on developing skills relevant to academic success and future career opportunities for women.
- 6. Networking Events:** Facilitate networking events, seminars, and conferences that bring together successful women from various fields to inspire and connect with college students.
- 7. Celebrate Women's Achievements:** Recognize and celebrate the achievements of women within the college community to inspire others and showcase the diverse contributions of women.





S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
(Affiliated to Osmania University)

8.Regular Evaluation: Regularly evaluate the effectiveness of initiatives and policies aimed at promoting women empowerment and make adjustments based on feedback and outcomes.

If we implement these steps, we can contribute an inclusive and empowering environment for women, fostering their academic and personal success. It requires ongoing commitment, collaboration, and a focus on continuous improvement.

Mamathap
Chairperson

Women Empowerment Committee

PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



NH - 44, Kompally, Secunderabad - 500 100, Telangana, INDIA
Mobile: - +91-9247048112. Website: ssdc.ac.in

Mamathap
PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



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**SUMMARY OF ISSUES REPORTED AND ACTION
TAKEN
ACADEMIC YEAR 2021-2022**



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Mametta
PRINCIPAL

Siva Sivani Degree College
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SIVA SIVANI DEGREE COLLEGE
(Affiliated to Osmania University)

Women Empowerment Committee

SUMMARY OF ISSUES REPORTED AND ACTION TAKEN

ACADEMIC YEAR 2021-2022

SNO	ISSUES REPORTED	REPORT DATE	ACTION TAKEN	CLOSING DATE
1	NIL	---	NIL	---

Mamathap

PRINCIPAL

PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dt)-500100



NH - 44, Kompally, Secunderabad - 500 100, Telangana, INDIA
Mobile: - +91-9247048112. Website: ssdc.ac.in

Mamathap
PRINCIPAL

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CONSTITUTION OF WOMEN EMPOWERMENT COMMITTEE

ACADEMIC YEAR 2021-22

This Policy at Siva Sivani Degree College is implemented with an aim to promote Gender Equality and enhance understanding of issues relating to women and to make the college campus a safe place for the student. To also create awareness on various issues and problems of women and in particular regarding Gender discrimination.

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Women Empowerment Cell is active in the college to empower girl student/women employees to enhance, understanding of issues related to women and to make the campus a safe place to work. The ratio of women work force states the policy envisaged vision.



Mamathap

Chairperson

Women Empowerment Committee
PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dt)-500100





S. P. Sampathy's Siva Sivani Educational Society (2906/97)
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Meeting on Women Empowerment



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Mobile: - +91-9247048112, Website: ssdc.ac.in

Manoj
PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (D) - 500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
(Affiliated to Osmania University)

Date : 24-8-2022

CIRCULAR

It is here by informed to all the Women Empowerment committee members to attend the meeting on 26-8-2022 at 10.00 A.M today in seminar hall.

Agenda of the meeting

1. To confirm the minutes of the meeting held on 26-8-2022
2. To discuss preventive measures that are related to women empowerment Committee
3. To brief the board about the upcoming activities of women empowerment committee
4. Few preventive measures will be designed to make the students (freshers) comfortable

Manatop
Chairperson



Women Empowerment Committee

PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dt)-500100

Copy to

- All committee members
- The chair person
- File



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S. P. Sampathy's Siva Sivani Educational Society (2906/97)

SIVA SIVANI DEGREE COLLEGE

(Affiliated to Osmania University)

Minutes of meeting of Women Empowerment Committee held on 26-8-2022

Time-10.00A.M

Venue: Seminar hall

The following members attended the meeting of Women Empowerment Committee

sl.no	Name of the Committee Member	Designation	Position
1	Mrs. P. Mamatha	Principal	Chairperson
2	Mrs. P. Vanaja	Faculty	Convener
3	Mrs. D. Anjana	Faculty	Member
4	Mrs. Mayuri Odela	Faculty	Member
5	Mrs.K Suhasini	Faculty	member
6	Ms. K vaishnavi	Faculty	Member
7	Mrs.T Srivalli	Faculty	Member
8	Mrs. P Sudha rani	Faculty	Member
9	Uduthalu chandu	Student Representative	Member
10	G. kalayan goud	Student Representative	Member



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Mobile: - +91-9247048112. Website: ssdc.ac.in

Mamatha
PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(D)-500100



POINTS DISCUSSED TO PROMOTE WOMEN EMPOWERMENT IN THE COLLEGE

Promoting women empowerment in college involves creating an environment that supports gender equality, encourages women to pursue their goals, and provides them with the resources and opportunities needed for personal and academic growth.

Here are steps to promote women empowerment in college:

- 1. Awareness Programs:** Faculty should conduct awareness programs to educate students, about the importance of gender equality and women's empowerment.
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- 3. Mentorship Programs:** Establish mentorship programs connecting female students with successful women in academia, industry, or other fields to provide guidance and support and conduct activities to students and faculty on the EVE OF INTERNATIONAL WOMEN DAY (8TH MARCH)
- 4. Gender-Sensitive Curriculum:** Ensure that the curriculum is gender-sensitive, inclusive, and free from gender stereotypes, promoting diverse perspectives and experiences by conducting meetings with Principal
- 5. Skill Development Workshops:** Organize workshops and training programs that focus on developing skills relevant to academic success and future career opportunities for women.
- 6. Networking Events:** Facilitate networking events, seminars, and conferences that bring together successful women from various fields to inspire and connect with college students.
- 7. Celebrate Women's Achievements:** Recognize and celebrate the achievements of women within the college community to inspire others and showcase the diverse contributions of women.





S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
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8.Regular Evaluation: Regularly evaluate the effectiveness of initiatives and policies aimed at promoting women empowerment and make adjustments based on feedback and outcomes.

If we implement these steps, we can contribute an inclusive and empowering environment for women, fostering their academic and personal success. It requires ongoing commitment, collaboration, and a focus on continuous improvement.

Manathap

Chairperson



Women Empowerment Committee

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Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



NH - 44, Kompally, Secunderabad - 500 100, Telungana, INDIA
Mobile: - +91-9247048112. Website: ssdc.ac.in

Manathap
PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
(Affiliated to Osmania University)

**SUMMARY OF ISSUES REPORTED AND ACTION
TAKEN
ACADEMIC YEAR 2020-2021**



NH - 44, Kompally, Secunderabad - 500 100, Telangana, INDIA
Mobile: - +91-9247048112. Website: ssdc.ac.in

Mamata
PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dist-500100)



Women Empowerment Committee

SUMMARY OF ISSUES REPORTED AND ACTION TAKEN

ACADEMIC YEAR 2020-2021

SNO	ISSUES REPORTED	REPORT DATE	ACTION TAKEN	CLOSING DATE
1	NIL	---	NIL	---

Mamatha

PRINCIPAL

PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



Mamatha
PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
(Affiliated to Osmania University)

CONSTITUTION OF WOMEN EMPOWERMENT COMMITTEE

ACADEMIC YEAR 2020-21

This Policy at Siva Sivani Degree College is implemented with an aim to promote Gender Equality and enhance understanding of issues relating to women and to make the college campus a safe place for the student. To also create awareness on various issues and problems of women and in particular regarding Gender discrimination.

Objectives:

- To highlight the importance of Female Centric Work, more employability status is created and given to the women in the campus.
- To organize seminars, workshops relating to women safety and over all personality development.
- To conduct practical activities for the students to develop self-confidence.
- To prevent any kind of abuse and harassment, The Grievance Redressal Cell actively monitors and takes necessary steps to ensure the safety of girls/Women in the campus.
- It strives to provide platforms for women to share their experience and views with regard to their status and challenges in the society and suggest ways to improve and empower themselves.

Women Empowerment Cell is active in the college to empower girl student/women employees to enhance, understanding of issues related to women and to make the campus a safe place to work. The ratio of women work force states the policy envisaged vision.



Mamatha
Chairperson

Women Empowerment Committee
PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



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Mamatha
PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
(Affiliated to Osmania University)

The following members attended the meeting of Women Empowerment Committee

Sl. no	Name of the Committee Member	Designation	Position
1	Mrs. P. Mamatha	Principal	Chairperson
2	Mrs. P. Vanaja	Faculty	Convener
3	Mrs. D. Anjana	Faculty	Member
4	Mrs. Mayuri Odela	Faculty	Member
5	Mrs. K. Suhasini	Faculty	member
6	Ms. K. Vaishnavi	Faculty	Member
7	Mrs. T. Srivalli	Faculty	Member
8	Mrs. P. Sudha rani	Faculty	Member
9	Uduthalu Chandu	Student Representative	Member
10	G. Kalayan Goud	Student Representative	Member



Mamatha
Chairperson

Women Empowerment Committee
PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dt)-500100



NH - 44, Kompally, Secunderabad - 500 100, Telangana, INDIA
Mobile: - +91-92470-48112. Website: ssdc.ac.in

Mamatha
PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
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**SUMMARY OF ISSUES REPORTED AND ACTION
TAKEN
ACADEMIC YEAR 2019-2020**



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Mametta
PRINCIPAL

Siva Sivani Degree College
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S. P. Sampathy's Siva Sivani Educational Society (2906/97)

SIVA SIVANI DEGREE COLLEGE

(Affiliated to Osmania University)

Women Empowerment Committee

SUMMARY OF ISSUES REPORTED AND ACTION TAKEN

ACADEMIC YEAR 2019-2020

SNO	ISSUES REPORTED	REPORT DATE	ACTION TAKEN	CLOSING DATE
1	NIL	---	NIL	---



Mamatha
PRINCIPAL

PRINCIPAL
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S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
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CONSTITUTION OF WOMEN EMPOWERMENT COMMITTEE

ACADEMIC YEAR 2019-20

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Mamathap
Chairperson

Women Empowerment Committee
PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



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Mamathap
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S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
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Women's Day Celebrations



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Mobile: - +91-9247048112. Website: ssdc.ac.in

Manappa
PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Maikalgiri (Dist)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)

SIVA SIVANI DEGREE COLLEGE

(Affiliated to Osmania University)

Date : 28-12-2019

CIRCULAR

It is here by informed to all the Women Empowerment committee members to attend the meeting on 30-12-2019 at 10.00A.M .today in seminar hall.

Agenda of the meeting

1. To confirm the minutes of the meeting held on 30-12-2019
2. To discuss preventive measures that are related to women empowerment Committee
3. To brief the board about the upcoming activities of women empowerment committee
4. Few preventive measures will be designed to make the students (freshers) comfortable

Mamathap

Chairperson

Women Empowerment Committee



Copy to

- All committee members
- The chair person
- File

PRINCIPAL
Siva Sivani Degree College
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Mamathap
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S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
(Affiliated to Osmania University)

Minutes of meeting of Women Empowerment Committee held on 30-12-2019

Time-10.00A.M

Venue : Seminar hall

The following members attended the meeting of Women Empowerment Committee

sl.no	Name of the Committee Member	Designation	Position
1	Mrs. P. Mamatha	Principal	Chairperson
2	Mrs. P. Vanaja	Faculty	Convener
3	Mrs. D. Anjana	Faculty	Member
4	Mrs. Mary Leena	Faculty	Member
5	Mrs. K Suhasini	Faculty	member
6	Mrs.Rani Jaju	Faculty	Member
7	Mrs. A Kavya	Faculty	Member
8	Mrs.P Shyamala	Faculty	Member
9	Karishma	Student Representative	Member
10	Varalaxmi	Student Representative	Member



NH - 44, Kompally, Secunderabad - 500 100, Telangana, INDIA
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Mamatha
PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Maikajiri(DT)-500100



POINTS DISCUSSED TO PROMOTE WOMEN EMPOWERMENT IN THE COLLEGE

Promoting women empowerment in college involves creating an environment that supports gender equality, encourages women to pursue their goals, and provides them with the resources and opportunities needed for personal and academic growth.

Here are steps to promote women empowerment in college:

- 1. Awareness Programs:** Faculty should conduct awareness programs to educate students, about the importance of gender equality and women's empowerment.
- 2. Equal Opportunity Policies:** Faculty should ensure to implement and enforce policies that ensure equal opportunities for women in academic activities
- 3. Mentorship Programs:** Establish mentorship programs connecting female students with successful women in academia, industry, or other fields to provide guidance and support and conduct activities to students and faculty on the EVE OF INTERNATIONAL WOMEN DAY (8TH MARCH)
- 4. Gender-Sensitive Curriculum:** Ensure that the curriculum is gender-sensitive, inclusive, and free from gender stereotypes, promoting diverse perspectives and experiences by conducting meetings with Principal
- 5. Skill Development Workshops:** Organize workshops and training programs that focus on developing skills relevant to academic success and future career opportunities for women.
- 6. Networking Events:** Facilitate networking events, seminars, and conferences that bring together successful women from various fields to inspire and connect with college students.





S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
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7. Celebrate Women's Achievements: Recognize and celebrate the achievements of women within the college community to inspire others and showcase the diverse contributions of women.

8. Regular Evaluation: Regularly evaluate the effectiveness of initiatives and policies aimed at promoting women empowerment and make adjustments based on feedback and outcomes.

If we implement these steps, we can contribute an inclusive and empowering environment for women, fostering their academic and personal success. It requires ongoing commitment, collaboration, and a focus on continuous improvement.

Manathap
Chairperson

Women Empowerment Committee

PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



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Manathap
PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
(Affiliated to Osmania University)

**SUMMARY OF ISSUES REPORTED AND ACTION
TAKEN
ACADEMIC YEAR 2018-2019**



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SIVA SIVANI DEGREE COLLEGE
(Affiliated to Osmania University)

Women Empowerment Committee

SUMMARY OF ISSUES REPORTED AND ACTION TAKEN

ACADEMIC YEAR 2018-2019

SNO	ISSUES REPORTED	REPORT DATE	ACTION TAKEN	CLOSING DATE
1	NIL	---	NIL	---

Mamathap
PRINCIPAL

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S. P. Sampathy's Siva Sivani Educational Society (2906/97)

SIVA SIVANI DEGREE COLLEGE

(Affiliated to Osmania University)

CONSTITUTION OF WOMEN EMPOWERMENT COMMITTEE

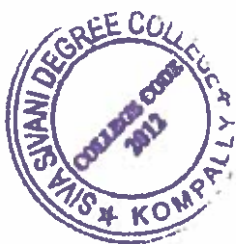
ACADEMIC YEAR 2018-19

This Policy at Siva Sivani Degree College is implemented with an aim to promote Gender Equality and enhance understanding of issues relating to women and to make the college campus a safe place for the student. To also create awareness on various issues and problems of women and in particular regarding Gender discrimination.

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Mamathap

ChairPerson

Women Empowerment committee

PRINCIPAL

Siva Sivani Degree College
Kompally, Medchal-Maikajgiri(Dt)-500100



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Mamathap
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S. P. Sampathy's Siva Sivani Educational Society (2906/97)

SIVA SIVANI DEGREE COLLEGE

(Affiliated to Osmania University)

Date :18-7-2019

CIRCULAR

It is here by informed to all the WOMEN EMPOWERMENT committee members to attend the meeting on 20-7-2019 at 10.00A.M .today in seminar hall.

Agenda of the meeting

1. To confirm the minutes of the meeting held on on 20-7-2019 To discuss preventive measures that are related to women empowerment Committee
2. To brief the board about the upcoming activities of women empowerment committee
3. Few preventive measures will be designed to make the students (freshers) comfortable

Mamathap
Chairperson

Women Empowerment Committee

PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100

Copy to

- All committee members
- The chair person
- File



NH - 44, Kompally, Secunderabad - 500 100, Telangana, INDIA
Mobile: - +91-9247048112 Website: ssdc.ac.in

Mamathap
PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri(Dt)-500100



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
(Affiliated to Osmania University)

Minutes of meeting of Women Empowerment Committee held on 20-7-2019

Time-10.00A.M

Venue : Seminar hall

The following members attended the meeting of Women Empowerment Committee

sl.no	Name of the Committee Member	Designation	Position
1	Mrs. P. Mamatha	Principal	Chairperson
2	Mrs. P. Vanaja	Faculty	Convener
3	Mrs. D. Anjana	Faculty	Member
4	Mrs. Mary Leena	Faculty	Member
5	Mrs. Safina Tarannum	Faculty	member
6	Mrs.K Sandhya	Faculty	Member
7	Ms. K vaishnavi	Faculty	Member
8	Mrs. B Chitkala	Faculty	Member
9	Anjali	Student Representative	Member
10	Shwetha	Student Representative	Member



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Mamatha
PRINCIPAL
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Kompally, Medchal-Malkajgiri(Dt)-500100



POINTS DISCUSSED TO PROMOTE WOMEN EMPOWERMENT IN THE COLLEGE

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- 4. Gender-Sensitive Curriculum:** Ensure that the curriculum is gender-sensitive, inclusive, and free from gender stereotypes, promoting diverse perspectives and experiences by conducting meetings with Principal
- 5. Skill Development Workshops:** Organize workshops and training programs that focus on developing skills relevant to academic success and future career opportunities for women.
- 6. Networking Events:** Facilitate networking events, seminars, and conferences that bring together successful women from various fields to inspire and connect with college students.
- 7. Celebrate Women's Achievements:** Recognize and celebrate the achievements of women within the college community to inspire others and showcase the diverse contributions of women.





S. P. Sampathy's Siva Sivani Educational Society (2906/97)
SIVA SIVANI DEGREE COLLEGE
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8.Regular Evaluation: Regularly evaluate the effectiveness of initiatives and policies aimed at promoting women empowerment and make adjustments based on feedback and outcomes.

If we implement these steps, we can contribute an inclusive and empowering environment for women, fostering their academic and personal success. It requires ongoing commitment, collaboration, and a focus on continuous improvement.

Chairperson
Women Empowerment Committee



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Mamatha
PRINCIPAL
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