



# SIVA SIVANI DEGREE COLLEGE

(Affiliated to Osmania University)

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



## Cycle-1 NAAC Accreditation 2023

### Criteria 6 - Governance, Leadership and Management

#### 6.1 Institutional Vision and Leadership

*6.1.1 The governance and leadership is in accordance with vision and mission of the institution and it is visible in various institutional practices such as decentralization and participation in the institutional governance*

Submitted to



**National Assessment and Accreditation Council**

# **Academic- Council-Meetings**



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

# SIVA SIVANI DEGREE COLLEGE

(Affiliated to Osmania University)

## Minutes of Academic Council Meeting conducted on 20th July 2022

### Agenda

1. Preparatory Classes
2. Counselling
3. Permission Register
4. Course Plan
5. International Yoga Day.
6. Departmental Meetings
7. Bridge Courses

### Members present

1. P. Mamatha
2. Y. Anand reddy
3. C. Santhosh Kumar
4. D Anjana
5. S. Madhavi
6. A Madhavi Latha
7. P. Vanaja
8. P. Srinivasa Rao
9. Sharon Ann
10. K Mary Leena
11. P. Kesavagiri
12. G.Venkateswarlu
13. P.M.Naidu
14. K Sreedhar
15. M. Raju
16. A Mary Madhavi
17. V. Sai Prasad
18. G. Viswa Dev
19. V. Sandhya Rani
20. Mayuri Odela
21. Safina Tarannum
22. maruthi Sharath
23. A Kavya
24. G. Dhana Lakshmi
25. K. Vaishnavi
26. K. Vijay Kumar
27. T. Srivalli
28. P. Sudha Rani
29. G. Uma Mahesh
30. A Srivani
31. M. Swathi
32. A Sirisha Devi
33. L. Manjula
34. K Adarsh Goud
35. Aneesha
36. Thangi Aruna Rani
37. Sagar
38. Siva Lakshmi
39. Vaidehi
40. Shravan
41. K. Shekar
42. K. Sudhakar Reddy
43. Swapna Reddy
44. Rama Devi
45. Blessy
46. P. Joseph
47. P. Nageswar
48. M. Krishna Mohan
49. G. Kishore
50. V. Prakash



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*Mamallap*  
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**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)

- |                      |                       |
|----------------------|-----------------------|
| 51. R. Nagaraju      | 70. Sridevi           |
| 52. K. Prakash       | 71. Jagadamba         |
| 53. Chitkala         | 72. Lakshman Rao      |
| 54. R Srikanth       | 73. M. Venkata Surya  |
| 55. Divya            | 74. Pavan Kumar       |
| 56. Ravi Kumar       | 75. B. Sirisha        |
| 57. V. Srilatha      | 76. Vedavathi         |
| 58. Amit Kumar       | 77. Praveena          |
| 59. A Lavanya        | 78. Ch. Shahithi      |
| 60. A Mamatha        | 79. B. Harika         |
| 61. P. Shiva Prasad  | 80. E. Shalini        |
| 62. N. Praveen Kumar | 81. Jaya sree         |
| 63. T. Ramya Sree    | 82. Ravali            |
| 64. Pallavi          | 83. Priyanka Singh    |
| 65. D. Srinivas      | 84. Om Prakash        |
| 66. Anusha           | 85. K.V.P. Jyothirmai |
| 67. Sheeba           | 86. Dr. G. Hema       |
| 68. Ankit            | 87. M. Anil           |
| 69. Patricia         |                       |

## Decisions are taken in the meeting held on 20th July 2022

1. Preparatory classes for first semester students will begin on 17<sup>th</sup> August 2022.
2. Counselling of B.com commerce, B.Sc. physical science, B.Sc. computer science, BBA management, Admission 2022 is scheduled for July 2022.
3. As proposed by the external auditor SSDC college is planning to maintain a permission register of students at college level, to monitor the absence of students. Draft of the register is available with Smt. Sarada (help desk)
4. Faculty members are expected to complete the course plan and get it approved by The Principal Madam Smt. Mamata, one week before the commencement of the classes.
5. Motivate students to participate in international yoga Day
6. Meetings will be conducted department wise
7. Bridge course of first year students of all streams will continue till 06<sup>th</sup> August 2022.



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Kompally, Medchal-Malkajgiri(DI)-500100



**Minutes of Academic Council Meeting conducted on 1<sup>st</sup> September 2022**

**Agenda**

1. First Internal Examination
2. Dussehra Celebrations

**Members Present**

- |                      |                       |
|----------------------|-----------------------|
| 1. P. Mamatha        | 28. P. Sudha Rani     |
| 2. Y. Anand reddy    | 29. G. Uma Mahesh     |
| 3. C. Santhosh Kumar | 30. A Srivani         |
| 4. D Anjana          | 31. M. Swathi         |
| 5. S. Madhavi        | 32. A Sirisha Devi    |
| 6. A Madhavi Latha   | 33. L. Manjula        |
| 7. P. Vanaja         | 34. K Adarsh Goud     |
| 8. P. Srinivasa Rao  | 35. Aneesha           |
| 9. Sharon Ann        | 36. Thangi Aruna Rani |
| 10. K Mary Leena     | 37. Sagar             |
| 11. P. Kesavagiri    | 38. Siva Lakshmi      |
| 12. G.Venkateswarlu  | 39. Vaidehi           |
| 13. P.M.Naidu        | 40. Shravan           |
| 14. K Sreedhar       | 41. K. Shekar         |
| 15. M. Raju          | 42. K. Sudhakar Reddy |
| 16. A Mary Madhavi   | 43. Swapna Reddy      |
| 17. V. Sai Prasad    | 44. Rama Devi         |
| 18. G. Viswa Dev     | 45. Blessy            |
| 19. V. Sandhya Rani  | 46. P. Joseph         |
| 20. Mayuri Odela     | 47. P. Nageswar       |
| 21. Safina Tarannum  | 48. M. Krishna Mohan  |
| 22. maruthi Sharath  | 49. G. Kishore        |
| 23. A Kavya          | 50. V. Prakash        |
| 24. G. Dhana Lakshmi | 51. R. Nagaraju       |
| 25. K. Vaishnavi     | 52. K. Prakash        |
| 26. K. Vijay Kumar   | 53. Chitkala          |
| 27. T. Srivalli      | 54. R Srikanth        |





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- |                      |                       |
|----------------------|-----------------------|
| 55. Divya            | 72. Lakshman Rao      |
| 56. Ravi Kumar       | 73. M. Venkata Surya  |
| 57. V. Srilatha      | 74. Pavan Kumar       |
| 58. Amit Kumar       | 75. B. Sirisha        |
| 59. A Lavanya        | 76. Vedavathi         |
| 60. A Mamatha        | 77. Praveena          |
| 61. P. Shiva Prasad  | 78. Ch. Shahithi      |
| 62. N. Praveen Kumar | 79. B. Harika         |
| 63. T. Ramya Sree    | 80. E. Shalini        |
| 64. Pallavi          | 81. Jaya sree         |
| 65. D. Srinivas      | 82. Ravali            |
| 66. Anusha           | 83. Priyanka Singh    |
| 67. Sheeba           | 84. Om Prakash        |
| 68. Ankit            | 85. K.V.P. Jyothirmai |
| 69. Patricia         | 86. Dr. G. Hema       |
| 70. Sridevi          | 87. M. Anil           |
| 71. Jagadamba        |                       |

**Decisions are taken in the meeting held on 1<sup>st</sup> September 2022**

1. First Internal Examination is scheduled on 14<sup>th</sup> and 15<sup>th</sup> October 2022. Question paper preparation and distributions are to be done in a strict manner. Marks should be given according to the content. Teachers should give a clear instruction about the pattern, marks distribution.
2. Dussehra Celebrations scheduled on 30<sup>th</sup> September 2022. This should invoke the spirit of harmony. Students have to know the reason behind in celebrating each and every festival. Each festival should recall a custom and a tradition.



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**Minutes of Academic Council Meeting conducted**  
**on 1<sup>st</sup> December 2022.**

**Agenda**

1. Second Internal Examination
2. Pre-finals Examination
3. Practical Examination
4. Orientation before theory examination

**Members Present**

- |                      |                       |
|----------------------|-----------------------|
| 1. P. Mamatha        | 25. K. Vaishnavi      |
| 2. Y. Anand reddy    | 26. K. Vijay Kumar    |
| 3. C. Santhosh Kumar | 27. T. Srivalli       |
| 4. D Anjana          | 28. P. Sudha Rani     |
| 5. S. Madhavi        | 29. G. Uma Mahesh     |
| 6. A Madhavi Latha   | 30. A Srivani         |
| 7. P. Vanaja         | 31. M. Swathi         |
| 8. P. Srinivasa Rao  | 32. A Sirisha Devi    |
| 9. Sharon Ann        | 33. L. Manjula        |
| 10. K Mary Leena     | 34. K Adarsh Goud     |
| 11. P. Kesavagiri    | 35. Aneesha           |
| 12. G. Venkateswarlu | 36. Thangi Aruna Rani |
| 13. P.M. Naidu       | 37. Sagar             |
| 14. K Sreedhar       | 38. Siva Lakshmi      |
| 15. M. Raju          | 39. Vaidehi           |
| 16. A Mary Madhavi   | 40. Shravan           |
| 17. V. Sai Prasad    | 41. K. Shekar         |
| 18. G. Viswa Dev     | 42. K. Sudhakar Reddy |
| 19. V. Sandhya Rani  | 43. Swapna Reddy      |
| 20. Mayuri Odela     | 44. Rama Devi         |
| 21. Safina Tarannum  | 45. Blessy            |
| 22. maruthi Sharath  | 46. P. Joseph         |
| 23. A Kavya          | 47. P. Nageswar       |
| 24. G. Dhana Lakshmi | 48. M. Krishna Mohan  |





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- |                      |                       |
|----------------------|-----------------------|
| 49. G. Kishore       | 65. Lakshman Rao      |
| 50. V. Prakash       | 66. M. Venkata Surya  |
| 51. R. Nagaraju      | 67. Pavan Kumar       |
| 52. K. Prakash       | 68. B. Sirisha        |
| 53. Chitkala         | 69. Vedavathi         |
| 54. R Srikanth       | 70. Praveena          |
| 55. Divya            | 71. Ch. Shahithi      |
| 56. Ravi Kumar       | 72. B. Harika         |
| 57. P. Shiva Prasad  | 73. Jaya sree         |
| 58. N. Praveen Kumar | 74. Ravali            |
| 59. T. Ramya Sree    | 75. Priyanka Singh    |
| 60. Pallavi          | 76. Om Prakash        |
| 61. D. Srinivas      | 77. K.V.P. Jyothirmai |
| 62. Anusha           | 78. Dr. G. Hema       |
| 63. Ankit            | 79. M. Anil           |
| 64. Jagadamba        |                       |

**Decisions are taken in the meeting held on 1<sup>st</sup> December 2022**

1. Second Internal Examination is scheduled on 8<sup>th</sup> and 9<sup>th</sup> December 2022. Principal instructed the head of the departments to give clear instructions about attendance. These marks from internal examination will be in uploaded in Osmania University Site. Teachers have to prepare question papers as early as possible. Questions should evaluate the student's logical way of thinking.
2. pre-final examination should be conducted before the theory exams. It should develop a confidence to write the main exam. Pre-finals are meant to help the students to be aware of the main exam pattern, marks distribution and main points to be included.
3. Practical Examination should be conducted from 20<sup>th</sup> December to 26<sup>th</sup> December 2022. It should be conducted in a strict manner so that the students will be able to know the seriousness of each examination.
4. Orientation class should be given to the students for developing them a confidence to face exams and to reduce the fear of writing exams. This class should mainly focus on students' mental health. Exams are meant to evaluate the students' progress, not meant for competition. Students should be motivated in this session.

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**SIVA SIVANI DEGREE COLLEGE**  
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**Minutes of Academic Council Meeting conducted on 11th January 2023.**

**Agenda**

1. Commencement of Classes for 4<sup>th</sup> and 6<sup>th</sup> Semester 2023
2. Republic Day Celebrations
3. Portion Completion before the first internal examination

**Members Present**

- |                      |                       |
|----------------------|-----------------------|
| 1. P. Mamatha        | 28. P. Sudha Rani     |
| 2. Y. Anand reddy    | 29. G. Uma Mahesh     |
| 3. C. Santhosh Kumar | 30. A Srivani         |
| 4. D Anjana          | 31. M. Swathi         |
| 5. S. Madhavi        | 32. A Sirisha Devi    |
| 6. A Madhavi Latha   | 33. L. Manjula        |
| 7. P. Vanaja         | 34. K Adarsh Goud     |
| 8. P. Srinivasa Rao  | 35. Aneesha           |
| 9. Sharon Ann        | 36. Thangi Aruna Rani |
| 10. K Mary Leena     | 37. Sagar             |
| 11. P. Kesavagiri    | 38. Siva Lakshmi      |
| 12. G.Venkateswarlu  | 39. Vaidehi           |
| 13. P.M.Naidu        | 40. Shravan           |
| 14. K Sreedhar       | 41. K. Shekar         |
| 15. M. Raju          | 42. K. Sudhakar Reddy |
| 16. A Mary Madhavi   | 43. Swapna Reddy      |
| 17. V. Sai Prasad    | 44. Rama Devi         |
| 18. G. Viswa Dev     | 45. Blessy            |
| 19. V. Sandhya Rani  | 46. P. Joseph         |
| 20. Mayuri Odela     | 47. P. Nageswar       |
| 21. Safina Tarannum  | 48. M. Krishna Mohan  |
| 22. maruthi Sharath  | 49. G. Kishore        |
| 23. A Kavya          | 50. V. Prakash        |
| 24. G. Dhana Lakshmi | 51. R. Nagaraju       |
| 25. K. Vaishnavi     | 52. K. Prakash        |
| 26. K. Vijay Kumar   | 53. Chitkala          |
| 27. T. Srivalli      | 54. R Srikanth        |

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- |                      |                       |
|----------------------|-----------------------|
| 55. Divya            | 72. Lakshman Rao      |
| 56. Ravi Kumar       | 73. M. Venkata Surya  |
| 57. V. Srilatha      | 74. Pavan Kumar       |
| 58. Amit Kumar       | 75. B. Sirisha        |
| 59. A Lavanya        | 76. Vedavathi         |
| 60. A Mamatha        | 77. Praveena          |
| 61. P. Shiva Prasad  | 78. Ch. Shahithi      |
| 62. N. Praveen Kumar | 79. B. Harika         |
| 63. T. Ramya Sree    | 80. E. Shalini        |
| 64. Pallavi          | 81. Jaya sree         |
| 65. D. Srinivas      | 82. Ravali            |
| 66. Anusha           | 83. Priyanka Singh    |
| 67. Sheeba           | 84. Om Prakash        |
| 68. Ankit            | 85. K.V.P. Jyothirmai |
| 69. Patricia         | 86. Dr. G. Hema       |
| 70. Sridevi          | 87. M. Anil           |
| 71. Jagadamba        |                       |

**Decisions are taken in the meeting held on 11<sup>th</sup> January 2023**

1. Commencement of classes for the semesters 4<sup>th</sup> and 6<sup>th</sup> semester are scheduled on 18<sup>th</sup> January 2023. The Principal instructed to start new syllabus without any fail. Make sure to mark attendance strictly. The heads are advised to instruct students not to take unnecessary leaves and attend classes regularly.
2. Republic Day Celebrations are scheduled on 26<sup>th</sup> January 2023. Faculties are asked to instruct students to perform different events that invoke the spirit of patriotism and democracy. It must contribute some moral values to the society.
3. Portions for first internal examination must be completed within 10<sup>th</sup> March. Teachers should instruct them about the examination pattern and marks distribution. Students have to get an idea of the portions.



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Minutes of Academic Council Meeting conducted on 7<sup>th</sup> March 2023.

Agenda

1. First Internal Assessment
2. Question Paper Preparation
3. Uploading of marks.

**Members Present**

- |                      |                       |
|----------------------|-----------------------|
| 1. P. Mamatha        | 27. T. Srivalli       |
| 2. Y. Anand reddy    | 28. P. Sudha Rani     |
| 3. C. Santhosh Kumar | 29. G. Uma Mahesh     |
| 4. D Anjana          | 30. A Srivani         |
| 5. S. Madhavi        | 31. M. Swathi         |
| 6. A Madhavi Latha   | 32. A Sirisha Devi    |
| 7. P. Vanaja         | 33. L. Manjula        |
| 8. P. Srinivasa Rao  | 34. K Adarsh Goud     |
| 9. Sharon Ann        | 35. Ancesha           |
| 10. K Mary Leena     | 36. Thangi Aruna Rani |
| 11. P. Kesavagiri    | 37. Sagar             |
| 12. G.Venkateswarlu  | 38. Siva Lakshmi      |
| 13. P.M.Naidu        | 39. Vaidehi           |
| 14. K Sreedhar       | 40. Shravan           |
| 15. M. Raju          | 41. K. Shekar         |
| 16. A Mary Madhavi   | 42. K. Sudhakar Reddy |
| 17. V. Sai Prasad    | 43. Swapna Reddy      |
| 18. G. Viswa Dev     | 44. Rama Devi         |
| 19. V. Sandhya Rani  | 45. Blessy            |
| 20. Mayuri Odela     | 46. P. Joseph         |
| 21. Safina Tarannum  | 47. P. Nageswar       |
| 22. maruthi Sharath  | 48. M. Krishna Mohan  |
| 23. A Kavya          | 49. G. Kishore        |
| 24. G. Dhana Lakshmi | 50. V. Prakash        |
| 25. K. Vaishnavi     | 51. R. Nagaraju       |
| 26. K. Vijay Kumar   | 52. K. Prakash        |





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|----------------------|-----------------------|
| 53. Chitkala         | 71. Jagadamba         |
| 54. R Srikanth       | 72. Lakshman Rao      |
| 55. Divya            | 73. M. Venkata Surya  |
| 56. Ravi Kumar       | 74. Pavan Kumar       |
| 57. V. Srilatha      | 75. B. Sirisha        |
| 58. Amit Kumar       | 76. Vedavathi         |
| 59. A Lavanya        | 77. Praveena          |
| 60. A Mamatha        | 78. Ch. Shahithi      |
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| 62. N. Praveen Kumar | 80. E. Shalini        |
| 63. T. Ramya Sree    | 81. Jaya sree         |
| 64. Pallavi          | 82. Ravali            |
| 65. D. Srinivas      | 83. Priyanka Singh    |
| 66. Anusha           | 84. Om Prakash        |
| 67. Sheeba           | 85. K.V.P. Jyothirmai |
| 68. Ankit            | 86. Dr. G. Hema       |
| 69. Patricia         | 87. M. Anil           |
| 70. Sridevi          |                       |

**Decisions are taken in the meeting held on 7<sup>th</sup> March 2023**

1. First Internal Assessment is scheduled on 16<sup>th</sup> and 17<sup>th</sup> March 2023. Total marks will be 15 marks.
2. Question Paper Preparation are to be done in a strict manner. Marks distribution must be done properly.
3. Uploading marks is mandatory for every faculty as per the Osmania University Rule.

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Minutes of Academic Council Meeting conducted on 17<sup>th</sup> May 2023.

Agenda

1. Second Internal Assessment
2. Orientation to students.
3. Commencement of theory exams

**Members Present**

- |                      |                       |
|----------------------|-----------------------|
| 1. P. Mamatha        | 27. T. Srivalli       |
| 2. Y. Anand reddy    | 28. P. Sudha Rani     |
| 3. C. Santhosh Kumar | 29. G. Uma Mahesh     |
| 4. D Anjana          | 30. A Srivani         |
| 5. S. Madhavi        | 31. M. Swathi         |
| 6. A Madhavi Latha   | 32. A Sirisha Devi    |
| 7. P. Vanaja         | 33. L. Manjula        |
| 8. P. Srinivasa Rao  | 34. K Adarsh Goud     |
| 9. Sharon Ann        | 35. Ancesha           |
| 10. K Mary Leena     | 36. Thangi Aruna Rani |
| 11. P. Kesavagiri    | 37. Sagar             |
| 12. G.Venkateswarlu  | 38. Siva Lakshmi      |
| 13. P.M.Naidu        | 39. Vaidehi           |
| 14. K Sreedhar       | 40. Shravan           |
| 15. M. Raju          | 41. K. Shekar         |
| 16. A Mary Madhavi   | 42. K. Sudhakar Reddy |
| 17. V. Sai Prasad    | 43. Swapna Reddy      |
| 18. G. Viswa Dev     | 44. Rama Devi         |
| 19. V. Sandhya Rani  | 45. Blessy            |
| 20. Mayuri Odela     | 46. P. Joseph         |
| 21. Safina Tarannum  | 47. P. Nageswar       |
| 22. maruthi Sharath  | 48. M. Krishna Mohan  |
| 23. A Kavya          | 49. G. Kishore        |
| 24. G. Dhana Lakshmi | 50. V. Prakash        |
| 25. K. Vaishnavi     | 51. R. Nagaraju       |
| 26. K. Vijay Kumar   | 52. K. Prakash        |





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|----------------------|-----------------------|
| 53. Chitkala         | 71. Jagadamba         |
| 54. R Srikanth       | 72. Lakshman Rao      |
| 55. Divya            | 73. M. Venkata Surya  |
| 56. Ravi Kumar       | 74. Pavan Kumar       |
| 57. V. Srilatha      | 75. B. Sirisha        |
| 58. Amit Kumar       | 76. Vedavathi         |
| 59. A Lavanya        | 77. Praveena          |
| 60. A Mamatha        | 78. Ch. Shahithi      |
| 61. P. Shiva Prasad  | 79. B. Harika         |
| 62. N. Praveen Kumar | 80. E. Shalini        |
| 63. T. Ramya Sree    | 81. Jaya sree         |
| 64. Pallavi          | 82. Ravali            |
| 65. D. Srinivas      | 83. Priyanka Singh    |
| 66. Anusha           | 84. Om Prakash        |
| 67. Sheeba           | 85. K.V.P. Jyothirmai |
| 68. Ankit            | 86. Dr. G. Hema       |
| 69. Patricia         | 87. M. Anil           |
| 70. Sridevi          |                       |

**Decisions are taken in the meeting held on 17<sup>th</sup> may 2023**

1. Second Internal Assessment is scheduled on 19<sup>th</sup> and 20<sup>th</sup> May 2023. Total marks will be 15 marks. Question Paper Preparation are to be done in a strict manner. Marks distribution must be done properly. Uploading marks is mandatory for every faculty as per the Osmania University Rule.
2. Before the commencement of semester examination, each and every faculty should give an awareness to the students regarding preparation, how to write exam well, regarding the word limit, marks distribution and how to prepare their mind before writing examination.
3. Main theory examination will commence on 30<sup>th</sup> May 2023. Before the exam, please assure the students to prepare and appear well for the examination.



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



**Minutes of Academic Council Meeting conducted 1st October 2021.**

**Agenda**

1. Commencement of Classes for 1<sup>st</sup>, 3<sup>rd</sup> and 5<sup>th</sup> Semester
2. Improve Online Learning Facilities
3. Virtual Teacher Training Programs.

**Members Present**

- |                            |                       |
|----------------------------|-----------------------|
| 1. P Mamatha               | 27. K Vijay Kumar     |
| 2. Y Ananada Reddy         | 28. T Srivalli        |
| 3. C Sathosh Kumar Reddy   | 29. P Sudha rani      |
| 4. K V N VasuDeva Rao      | 30. G UmaMahesh       |
| 5. D Anjana                | 31. A Srivani         |
| 6. S Madhavi               | 32. M Swathi          |
| 7. G Venkateswarlu         | 33. C Sirisha Devi    |
| 8. Bezawada Madhavi Latha  | 34. L Manjula         |
| 9. P M Naidu               | 35. Aneesha           |
| 10. Sridhar Kampelli       | 36. Thangi Aruna Rani |
| 11. Pagadala Kesava Giri   | 37. Sagar             |
| 12. M Raju                 | 38. Satish Reddy      |
| 13. A Sanjay               | 39. Siva lakshmi      |
| 14. A Mary Madhavi         | 40. Vaidehi           |
| 15. P Vanaja               | 41. Shravan           |
| 16. V Sai Prasad           | 42. K Shekar          |
| 17. P Srinivas Rao         | 43. K Sudhakar Reddy  |
| 18. G Viswa Dev            | 44. Swapna Reddy      |
| 19. Rani Jaju              | 45. Rama Devi         |
| 20. V Sandhya Rani         | 46. K Naveen raj      |
| 21. Mayuri Odela           | 47. M Sangamithra     |
| 22. Safina Tarannum        | 48. Blessy            |
| 23. Paturi Maruthi Sharath | 49. J Deepika         |
| 24. A Kavya                | 50. P Joseph          |
| 25. G Dhana Lakshmi        | 51. P Nageswar        |
| 26. K vaishnavi            | 52. M Krishna Mohan   |





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53. G Kishore  
54. V Prakash  
55. R Nagaraju  
56. K Prakash  
57. Chitkala  
58. R Srikanth  
59. Divya  
60. C Ravi Kumar

61. V Sri Latha  
62. Amit Kumar  
63. E Lavanya  
64. G Mamatha  
65. P Shiva Prasad  
66. N Praveen Kumar  
67. T Ramya Sree  
68. K Adarsh Goud

**Decisions are taken in the meeting held on 1<sup>st</sup> October 2021**

1. The first, third and fifth semester classes will commence on 1<sup>st</sup> October and 22<sup>nd</sup> October 2021. Each student should be given an orientation regarding their own specific course and goals. Teachers must create a friendly atmosphere in approaching students.
2. As we are in Covid days, Teachers must improve online learning facilities to the fullest. Teachers can utilize their own skills to cope up with the new teaching platform.
3. Virtual Teacher Training Programs should be organized to promote the usage of online platforms. It will make them efficient in teaching. It will help in promoting different applications in wide varieties.



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**Minutes of Academic Council Meeting conducted  
on 5<sup>th</sup> December 2021**

**Agenda**

1. Christmas Celebrations (Online)
2. First Internal and Second Internal Assessment
3. Question paper preparation
4. Commencement of Theory Exams

**Members Present**

- |                          |                       |
|--------------------------|-----------------------|
| 1. P Mamatha             | 23. Paturi Maruthi    |
| 2. Y Ananada Reddy       | Sharath               |
| 3. C Sathosh Kumar Reddy | 24. A Kavya           |
| 4. K V N VasuDeva Rao    | 25. G Dhana Lakshmi   |
| 5. D Anjana              | 26. K vaishnavi       |
| 6. S Madhavi             | 27. K Vijay Kumar     |
| 7. G Venkateswarlu       | 28. T Srivalli        |
| 8. Bezawada Madhavi      | 29. P Sudha rani      |
| Latha                    | 30. G UmaMahesh       |
| 9. P M Naidu             | 31. A Srivani         |
| 10. Sridhar Kampelli     | 32. M Swathi          |
| 11. Pagadala Kesava      | 33. C Sirisha Devi    |
| Giri                     | 34. L Manjula         |
| 12. M Raju               | 35. Aneesha           |
| 13. A Sanjay             | 36. Thangi Aruna Rani |
| 14. A Mary Madhavi       | 37. Sagar             |
| 15. P Vanaja             | 38. Satish Reddy      |
| 16. V Sai Prasad         | 39. Siva lakshmi      |
| 17. P Srinivas Rao       | 40. Vaidehi           |
| 18. G Viswa Dev          | 41. Shravan           |
| 19. Rani Jaju            | 42. K Shekar          |
| 20. V Sandhya Rani       | 43. K Sudhakar Reddy  |
| 21. Mayuri Odela         | 44. Swapna Reddy      |
| 22. Safina Tarannum      | 45. Rama Devi         |





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- |                     |                     |
|---------------------|---------------------|
| 46. K Naveen raj    | 58. R Srikanth      |
| 47. M Sangamithra   | 59. Divya           |
| 48. Blessy          | 60. C Ravi Kumar    |
| 49. J Deepika       | 61. V Sri Latha     |
| 50. P Joseph        | 62. Amit Kumar      |
| 51. P Nageswar      | 63. E Lavanya       |
| 52. M Krishna Mohan | 64. G Mamatha       |
| 53. G Kishore       | 65. P Shiva Prasad  |
| 54. V Prakash       | 66. N Praveen Kumar |
| 55. R Nagaraju      | 67. T Ramya Sree    |
| 56. K Prakash       | 68. K Adarsh Goud   |
| 57. Chitkala        |                     |

## Decisions are taken in the meeting held on 5<sup>th</sup> December 2021

1. Christmas Celebrations are scheduled to be through online. As per the covid guidelines, students are asked to join online.
2. First and Internal Examination are 13<sup>th</sup> December to 18<sup>th</sup> December 2022 and Second Internal Assessment are scheduled on 18<sup>th</sup> January to 22<sup>nd</sup> January 2022.
3. Question Paper Presentation are done to be strictly. Marks Distribution must be proper. Both internal marks average will be uploaded in Osmania University Site.



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**Minutes of Academic Council Meeting conducted 20th June 2019**

**Agenda**

1. Admissions of all streams
2. Students Counselling
3. Department wise meeting
4. Approval of semester course planning
- 5 Student's Performance of sem6
6. International Yoga day
7. Dasharopak (Activity)
8. Bridge Course for first-years
9. Beti Bachao Beti padav (skit)
- 10 Face painting
- 11 Independence Day

**Members Present**

1. P Mamatha
2. Y Ananada Reddy
3. C Santhosh Kumar Reddy
4. K V N VasuDeva Rao
5. A Anjana
6. S Madhavi
7. G Venkateswarlu
8. Bezawada Madhavi Latha
9. Mary Leena
10. P M Naidu
11. Sreedhar
12. Kesav Giri
13. M Raju
14. A Sanjay
15. Mary Madhavi
16. P Vanaja
17. K Suhasini
18. V Sai Prasad
19. P Srinivas Rao
20. G Viswa Dev
21. Rani Jaju
22. S Purna Chandra Rao
23. V Sandhya Rani
24. Mayuri Odela
25. Safina Tarannum
26. P Sainadh
27. Paturi Maruthi Sharath
28. A Kavya
29. P Laxmi Prasanna
30. Rachel Sunela
31. G Dhana Lakshmi
32. K vaishnavi
33. B Chitkala
34. K Vijay Kumar
35. P Shyamala
36. Pruthvi Raj
37. N Raju
38. K Ramesh
39. G Mounika
40. G Mahesh
41. T Srivalli
42. P Sudha rani
43. G UmaMahesh
44. A Srivani
45. K Asraf Ali
46. G DeepaMala





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47. M Swathi

50. L Manjula

48. C Sirisha Devi

51. Adarsh Goud

49. Rukmini Devi

52. S Vijaya

**Decisions taken in the meeting of the heads of the departments held  
on 20th June 2019**

- 1.College will reopen on 1st July 2019. Preparatory classes for first semesters need to be implemented.
2. Counselling of B.com commerce, B.Sc. physical science, B.Sc. computer science, BBA management, Admission 2018 is scheduled for June 2018. Members of the admission-related committees are requested to be available at Accounts Department Block 4 before 9am.
- 3.Services of Smt. Mamatha principal, shall be available to the college as academics
- 4.As proposed by the external auditor SSDC college is planning to maintain a permission register of students at college level, to monitor the absence of students. Draft of the register is available with Smt. Sarada (help desk)
- 5.Faculty members are expected to complete the course plan and get it approved by The Principal Madam Smt. Mamata, one week before the commencement of the classes.
6. Motivate students to participate in International yoga Day
7. Meetings will be conducted department wise
8. Sem - 6 students who failed in multiple subjects in University examinations should meet the principal with their parents and mentor before the commencement of the meeting.
- 9.Placement training of fifth semester B.Sc., B.Com., and BBA students is scheduled during 20<sup>th</sup> July 2018 – 21<sup>st</sup> July 2018.
- 10.Bridge course of first year students of all streams will continue till 06<sup>th</sup> August 2018.
11. To enhance the creativity among students "Dasharopak" activity was planned Mr.Keshav sir is the Co Ordinator date and timings will be intimated very soon.
12. To bring awareness towards importance of Girl's Education Mrs.Madhavilatha was assigned as an In-charge of programme
- 13." Word fails Art speaks" to prove these words our college is conducting Face painting competition. Mrs.Safina and Mrs. Vani is the co-ordinator.
14. Independence Day will be celebrated in the college campus at 8:00 am



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*Mamatha P*  
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**Minutes of Academic Council Meeting conducted 19th August 2019**  
**Agenda**

1. Updating of document
2. Improving university results
3. Assignments
4. Outcome based teaching learning
5. Internal and Practical
6. Crt programme
7. Training for crt programme
8. Attendance

**Members Present:**

1. P Mamatha
2. Y Ananada Reddy
3. C Santhosh Kumar Reddy
4. K V N VasuDeva Rao
5. A Anjana
6. S Madhavi
7. G Venkateswarlu
8. Bezawada Madhavi Latha
9. Mary Leena
10. P M Naidu
11. Sreedhar
12. Kesav Giri
13. M Raju
14. A Sanjay
15. Mary Madhavi
16. P Vanaja
17. K Suhasini
18. V Sai Prasad
19. P Srinivas Rao
20. G Viswa Dev
21. Rani Jaju
22. S Purna Chandra Rao
23. V Sandhya Rani
24. Mayuri Odela
25. Safina Tarannum
26. P Sainadh
27. Paturi Maruthi Sharath
28. A Kavya
29. P Laxmi Prasanna
30. Rachel Sunela
31. G Dhana Lakshmi
32. K vaishnavi
33. B Chitkala
34. K Vijay Kumar
35. P Shyamala
36. Pruthvi Raj
37. N Raju
38. K Ramesh
39. G Mounika
40. G Mahesh
41. T Srivalli
42. P Sudha rani
43. G UmaMahesh
44. A Srivani
45. K Asraf Ali
46. G DeepaMala
47. M Swathi
48. C Sirisha Devi
49. Rukmini Devi
50. L Manjula
51. Adarsh Goud
52. S Vijaya





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- Duly updated document comprising residential particulars of students from the individual departments must be submitted to the principal on or before date (Including the room number of students residing at college hostels). Names of the students stay outside without proper permission must be identified. Staff advisors are requested to contact parents of such students. Such students who have not produced written undertaking from their parents will be permitted to continue their stay only after producing the undertaking.
- As a part of consistent efforts for improving the University results, Subject faculty are requested to meet the parents of the students, who failed in the University examinations, immediately after the publication of results. Subject faculty are requested to meet parents of students with more than two backlogs till SEM IV (as per recently published results). However, staff advisor should ensure that results are made available to the parents, either through 'Whatsapp' or E-mail, for their reference.
- Assignments given to the students should be well-planned. Assignment questions should be planned in such a way that students are motivated to use the library facility. Class assignments given to the students should promote effective use of library hours.
- College is implementing Outcome Based Teaching Learning (OBTL) system. In connection with this, faculty members are requested to prepare module-wise question bank for the subjects, which they handle in the current semester, for the benefit of students. Pattern of mark distribution in the University questions may be followed. Question bank meets the requirements prescribed for OBTL system. Quality of the question banks should be ensured by a panel of internal experts. Question banks should be made available for the reference of students.
- For internal examinations, questions from the question bank shall be included so that students will thoroughly study answers of all questions in the question bank. Staff members are encouraged to conduct module tests to improve the performance of the students in University examination.
- Faculty members are requested to prepare manuals of for the laboratory courses, which they handle in the current semester, ensure that minimum of 125 experiments out of 200 experiments in the syllabus, as prescribed by the University, are covered during the delivery of laboratory courses. Remaining experiments may be offered to interested students, who have no backlogs, during the hours meant for OBTL.
- Staff advisors are requested to inform students in advance that they should complete the registration formalities by remitting the college' fees on or before 07<sup>th</sup> September 2018.



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- To ensure attainment of course outcome, it has been decided to assign a relative weightage to the marks scored in internal examinations. The maximum marks of the internal examinations shall be as follows.
  - First internal examinations: 20 marks
  - Second internal examinations: 20 marks
  - This can be followed with effect from next semester onwards
  - Council decided to conduct 1st internal examinations on 26<sup>th</sup> August and 27<sup>th</sup> August 2019 respectively.
  - Make sure to follow the portion.
- As per the current system followed in the timetable there are 48 periods in a week. However, as per university norms, there shall be only 36 hours per week. Hence it has been decided to utilize the extra 6 periods as furnished below from the coming semester onwards.
  - **First year students:** students will have one period of CRT (campus recruitment training)
  - **Second year Students:** Placement training (one period), Certification programs in C/C++ will also be announced within in short period of time
  - **Third year students:** placement tips and training in addition to that CRT programmes will be design to improve LSRW skills ,
- Management decided to implement attendance for all semesters period wise attendance need to be updated by all the faculty and assign assignments to the children during the working days.75% of attendance are mandatory for every child
- Faculty members are requested to prepare question bank based on OBTL scheme, for the forthcoming even semester classes 2019.It is decided to conduct one-day training programme for those faculty members who are recruited during the sem ( new staff ) regarding how to prepare worksheets ,and how to conduct programs like JAM,GROUP DISSCUSSIONS,DEBATE ETC
- CRT (campus recruitment programme ) Smt.Leena and Smt VANAJA is assigned with the duty to coordinate CRT programme
- It is decided to call the parents of student who are all irregular and falling short of attendance Strict instructions will be given to the students to who do not fulfil the criteria of attendance.



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**Minutes of Academic Council Meeting conducted 22nd October 2019**

**Agenda**

1. Syllabus Completion
2. Internship training
3. 2<sup>nd</sup> Internals
4. Revision plan
5. Preparation Holidays and Practical Exams
6. Syllabus updation (Complete remaining syllabus)
7. Activities for development of skills in the respective departments
8. Revision plan
9. Practical examination
10. Trips
11. Guidance for interviews
12. Last date of instructions
13. Revise question papers
14. Discuss paper pattern for final exams
15. Revision exams and concentrate on remedial students

**Members Present**

1. P Mamatha
2. Y Ananada Reddy
3. C Santhosh Kumar Reddy
4. K V N VasuDeva Rao
5. A Anjana
6. S Madhavi
7. G Venkateswarlu
8. Bezawada Madhavi Latha
9. Mary Leena
10. P M Naidu
11. Sreedhar
12. Kesav Giri
13. M Raju
14. A Sanjay
15. Mary Madhavi
16. P Vanaja
17. K Suhasini
18. V Sai Prasad
19. P Srinivas Rao
20. G Viswa Dev
21. Rani Jaju
22. S Purna Chandra Rao
23. V Sandhya Rani
24. Mayuri Odela
25. Safina Tarannum
26. P Sainadh
27. Paturi Maruthi Sharath
28. A Kavya
29. P Laxmi Prasanna
30. Rachel Sunela
31. G Dhana Lakshmi
32. K vaishnavi
33. B Chitkala
34. K Vijay Kumar







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- |                  |                    |
|------------------|--------------------|
| 35. P Shyamala   | 44. A Srivani      |
| 36. Pruthvi Raj  | 45. K Asraf Ali    |
| 37. N Raju       | 46. G DeepaMala    |
| 38. K Ramesh     | 47. M Swathi       |
| 39. G Mounika    | 48. C Sirisha Devi |
| 40. G Mahesh     | 49. Rukmini Devi   |
| 41. T Srivalli   | 50. L Manjula      |
| 42. P Sudha rani | 51. Adarsh Goud    |
| 43. G UmaMahesh  | 52. S Vijaya       |

### Decisions to be taken in the meeting to be held on 22nd October 2019

1. Council decided to conduct 2nd internal examinations on 29<sup>th</sup> October to 30<sup>th</sup> October 2019 respectively.
2. students of all streams should be encouraged to do the internship during the time of semester break. It is the responsibility of the individual department to send the students for internship. Internship coordinator of the department will be the in-charge of the internship related activities.
3. Attendance registers upgradation
4. To enhance the creativity among students every Saturday different activities must be planned. It is the responsibility of Mrs. Madhavalatha and Adarsh to select the student representatives.
5. Prepare question papers for second internal exam give proper revision to students.
6. Complete the portion on time.
7. Concentrate on practical examinations as well make sure that students can complete their record work and submit on time.
8. Complete the portion on time and prepare questions to conduct revision exams, concentrate on students attendance percentage, inform them to be regular, Class teachers collect the attendance percentage from Mr.Santosh and talk to parents and report to Mr Ananda Reddy.
9. Faculty are advised to discuss the paper pattern of Internal paper to students and discuss the important questions.
10. Give the students syllabus and ensure to give proper revision.



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11. Give through revision to students for internal examination to attend well and discuss the importance of internal marks in accordance to final results.
12. Prepare the internal question paper with the questions which gave to the children as important.
13. Complete the half of the syllabus and discuss the grammar topics.
14. Validate the internal paper very strictly.
15. Faculty are advised to discuss the paper pattern of Internal paper to students and discuss the important questions.
16. Give the students syllabus and ensure to give proper revision.
17. Give through revision to students for internal examination to attend well and discuss the importance of internal marks in accordance to final results.
18. Prepare the internal question paper with the questions which gave to the children as important. Complete the half of the syllabus and discuss the grammar topics
19. Validate the internal paper very strictly. Faculty are advised to complete the portion on or before given date before the time fleets
20. Faculty are advised to plan activities to enhance their skills in the respective departments like aptitude.
21. Start preparing revision plans according to the working days and plan well keeping the view of festivals. Make sure to give important questions as a part of daily exams and fulfil the correction part and post it in the respected class parent groups.
22. Lab faculty was advised to make a through revision to the students before conducting practical exams to the students and complete the records and submit before due date
23. Planning was being made and discussions were held for picnic and date will be revealed within the short period of time
24. As a part of placement training ,faculty was advised to give guidance to students to attend future interviews. Last date was scheduled to complete the syllabus
25. Faculty should discuss the paper pattern with the students and make them aware of the upcoming question paper (final exam).
26. Faculty are advised to complete the portion and prepare revision question paper award the marks by the end of the day and concentrate on remedial students by conducting reexam and helps the students to improve their subject knowledge.
27. Language lecturers are advised to discuss and explain the grammar part of the subject.
28. Final exams are scheduled from 19<sup>th</sup> November



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**Minutes of the Academic Council Meeting conducted  
on 20th December 2019**

**Agenda**

1. Attendance Patterns
2. Departmentwise meeting
3. Approval of semester course material
4. Necessary elements to be discussed as a part of the discipline
5. Immediate condition of lab for life science
6. Syllabus updation
7. Activities
8. Short vacation
9. Focus on strictness and punctuality in case of uniform and grooming
10. Planning of daily exams

**Members Present**

- |                           |                            |
|---------------------------|----------------------------|
| 1. P Mamatha              | 19. P Srinivas Rao         |
| 2. Y Ananada Reddy        | 20. G Viswa Dev            |
| 3. C Santhosh Kumar Reddy | 21. Rani Jaju              |
| 4. K V N VasuDeva Rao     | 22. S Purna Chandra Rao    |
| 5. A Anjana               | 23. V Sandhya Rani         |
| 6. S Madhavi              | 24. Mayuri Odela           |
| 7. G Venkateswarlu        | 25. Safina Tarannum        |
| 8. Bezawada Madhavi Latha | 26. P Sainadh              |
| 9. Mary Leena             | 27. Paturi Maruthi Sharath |
| 10. P M Naidu             | 28. A Kavya                |
| 11. Sreedhar              | 29. P Laxmi Prasanna       |
| 12. Kesav Giri            | 30. Rachel Sunela          |
| 13. M Raju                | 31. G Dhana Lakshmi        |
| 14. A Sanjay              | 32. K vaishnavi            |
| 15. Mary Madhavi          | 33. B Chitkala             |
| 16. P Vanaja              | 34. K Vijay Kumar          |
| 17. K Suhasini            | 35. P Shyamala             |
| 18. V Sai Prasad          | 36. Pruthvi Raj            |





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37. N Raju

38. K Ramesh

39. G Mounika

40. G Mahesh

41. T Srivalli

42. P Sudha rani

43. G UmaMahesh

44. A Srivani

45. K Asraf Ali

46. G DeepaMala

47. M Swathi

48. C Sirisha Devi

49. Rukmini Devi

50. L Manjula

51. Adarsh Goud

52. S Vijaya

### Decisions to be taken in the meeting to be held on 20th December 2019

1. Attendance patterns was discussed about students after vacation
2. Department wise meeting was conducted in principal mam cabin and approved course material by making necessary changes.
3. Dressing style of uniform of students was discussed
4. Ask to prepare the list of items required for science lab and made necessary changes to renovate the lab infrastructure.
5. Ask to prepare syllabus updation for every faculty and was discussed the problems in syllabus completion.
6. Preparations to be made to celebrate festival of Christmas and sankranthi.
7. Complete the 1<sup>st</sup> internal portion and prepare proper revision plan during sankranthi holidays.
8. Daily exams need to be conducted and prepare question paper for the month
9. Motivate students to take part in activites like Christmas and sankranthi

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**Minutes of Academic Council Meeting conducted on 17th Jan 2020**

**Agenda**

1. Discussed the paper pattern
2. Give syllabus to the students
3. Give through revision
4. Discuss the importance of internal marks
5. First internal examination
6. Syllabus updation (half)
7. Paper validation

**Members Present**

- |                           |                            |
|---------------------------|----------------------------|
| 1. P Mamatha              | 21. Rani Jaju              |
| 2. Y Ananada Reddy        | 22. S Purna Chandra Rao    |
| 3. C Santhosh Kumar Reddy | 23. V Sandhya Rani         |
| 4. K V N VasuDeva Rao     | 24. Mayuri Odela           |
| 5. A Anjana               | 25. Safina Tarannum        |
| 6. S Madhavi              | 26. P Sainadh              |
| 7. G Venkateswarlu        | 27. Paturi Maruthi Sharath |
| 8. Bezawada Madhavi Latha | 28. A Kavya                |
| 9. Mary Leena             | 29. P Laxmi Prasanna       |
| 10. P M Naidu             | 30. Rachel Sunela          |
| 11. Sreedhar              | 31. G Dhana Lakshmi        |
| 12. Kesav Giri            | 32. K vaishnavi            |
| 13. M Raju                | 33. B Chitkala             |
| 14. A Sanjay              | 34. K Vijay Kumar          |
| 15. Mary Madhavi          | 35. P Shyamala             |
| 16. P Vanaja              | 36. Pruthvi Raj            |
| 17. K Suhasini            | 37. N Raju                 |
| 18. V Sai Prasad          | 38. K Ramesh               |
| 19. P Srinivas Rao        | 39. G Mounika              |
| 20. G Viswa Dev           | 40. G Mahesh               |





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

(Affiliated to Osmania University)

41. T Srivalli
42. P Sudha rani
43. G UmaMahesh
44. A Srivani
45. K Asraf Ali
46. G DeepaMala

47. M Swathi
48. C Sirisha Devi
49. Rukmini Devi
50. L Manjula
51. Adarsh Goud
52. S Vijaya

**Decisions to be taken in the meeting as on 17<sup>th</sup> Jan 2020**

The first internal exam will be conducted on any two days between 24<sup>th</sup> feb to 29<sup>th</sup> feb

1. Faculty are advised to discuss the paper pattern of Internal paper to students and discuss the important questions
2. Give the students syllabus and ensure to give proper revision
3. Give through revision to students for internal examination to attend well and discuss the importance of internal marks in accordance to final results.
4. Prepare the internal question paper with the questions which gave to the children as important
5. Complete the half of the syllabus and discuss the grammar topics
6. Validate the internal paper very strictly.



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*Mahadev*  
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Kompally, Medchal-Maikajgir(Dt)-500100



**Minutes of the Academic Council Meeting conducted on 3<sup>rd</sup> March 2020**

**Agenda**

1. Syllabus updation (Complete remaining syllabus)
2. Activities for development of skills in the respective departments
3. Revision plan
4. Practical examination
5. Guidance for interviews
6. Last date of instructions
7. Revise question papers
8. Discuss paper pattern for final exams
9. Revision exams and concentrate on remedial students

**MEMBERS PRESENT**

- |                           |                            |
|---------------------------|----------------------------|
| 1. P Mamatha              | 21. Rani Jaju              |
| 2. Y Ananada Reddy        | 22. S Purna Chandra Rao    |
| 3. C Santhosh Kumar Reddy | 23. V Sandhya Rani         |
| 4. K V N VasuDeva Rao     | 24. Mayuri Odela           |
| 5. A Anjana               | 25. Safina Tarannum        |
| 6. S Madhavi              | 26. P Sainadh              |
| 7. G Venkateswarlu        | 27. Paturi Maruthi Sharath |
| 8. Bezawada Madhavi Latha | 28. A Kavya                |
| 9. Mary Leena             | 29. P Laxmi Prasanna       |
| 10. P M Naidu             | 30. Rachel Sunela          |
| 11. Sreedhar              | 31. G Dhana Lakshmi        |
| 12. Kesav Giri            | 32. K vaishnavi            |
| 13. M Raju                | 33. B Chitkala             |
| 14. A Sanjay              | 34. K Vijay Kumar          |
| 15. Mary Madhavi          | 35. P Shyamala             |
| 16. P Vanaja              | 36. Pruthvi Raj            |
| 17. K Suhasini            | 37. N Raju                 |
| 18. V Sai Prasad          | 38. K Ramesh               |
| 19. P Srinivas Rao        | 39. G Mounika              |
| 20. G Viswa Dev           | 40. G Mahesh               |





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41. T Srivalli

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43. G UmaMahesh

44. A Srivani

45. K Asraf Ali

53. G DeepaMala

54. M Swathi

55. C Sirisha Devi

56. Rukmini Devi

57. L Manjula

58. Adarsh Goud

**Decisions are taken in the meeting held on March 3<sup>rd</sup>, 2020**

- Faculty are advised to complete the portion on or before the given date before the time fleets. Faculty are advised to plan activities to enhance their skills in the respective departments like aptitude.
- Start preparing revision plans according to the working days and plan well keeping the view of festivals
- Make sure to give important questions as a part of daily exams fulfill the correction part and post it in the respected class parent groups.
- Lab faculty was advised to make a thorough revision to the students before conducting practical exams to the students complete the records and submit them before due date,
- Planning was being made and discussions were held for the picnic and date will be revealed within a short period
- As a part of placement training, faculty were advised to give guidance to students to attend future interviews
- Last date was scheduled to complete the syllabus
- Faculty should discuss the paper pattern with the students and make them aware of the upcoming question paper (final exam)
- Faculty are advised to complete the portion and prepare revision question paper award the marks by the end of the day and concentrate on remedial students by conducting a reexam and helps the students to improve their subject knowledge.
- Language lecturers are advised to discuss and explain the grammar part of the subject.



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Kompally, Madhwal, Hyderabad





**Minutes of the Academic Council Meeting conducted on 20th June 2018**  
**Agenda**

1. Admissions of all streams
2. Students Counselling
3. Department wise meeting
4. Approval of semester course planning
- 5 Student's Performance of Sem 6
6. International Yoga Day
7. Bridge Course for first-years
8. Anti-Ragging Awareness
9. Independence Day celebrations
10. Celebration of sarvagya
11. NSS Foundation Day

**Members Present**

1. P. Mamatha
2. Y. Anand Reddy
3. B. Swathi
4. C Santhosh Kumar Reddy
5. KVN Vasudeva Rao
6. GD Hareen Kumar
7. Anjana
8. S. Madhavi
9. G.Venkateswarlu
10. B. Madhavi Latha
11. Mary Leena
12. P.M.Naidu
13. Sreedhar
14. Jaya sree
15. P. Kesavgi
16. M. Raju
17. V Y Jhon
18. A Sanjay
19. Mary Madhavi
20. P Vanaja
21. K Suhasini
22. V Sai Prasad
23. P Srinivas Rao
24. G Viswa Dev
25. Rani Jaju
26. S Purna Chandra Rao
27. V Sandhya Rani
28. Mayuri Odela
29. Safina Tarannum
30. P Sainadh
31. K Sandhya
32. R Dhanunjaya Rao
33. Paturi Maruthi Sharath
34. A Kavya
35. Celistina Mary
36. P Laxmi Prasanna
37. Rachel Sunela
38. G Dhana Lakshmi
39. Lavanya V L
40. K Vaishnavi
41. B Chitkala





S. P. Sampathy's Siva Sivani Educational Society (2906/97)  
**SIVA SIVANI DEGREE COLLEGE**  
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**Decisions taken in the meeting of the heads of the departments held on 20<sup>th</sup> June 2018**

- The college will reopen on 2nd July 2018. Preparatory classes for first-semester students will begin on 09th July 2018.
- Counselling of B.com commerce, B.Sc. physical science, B.Sc. computer science, BBA management, Admission 2018 is scheduled for June 2018. Members of the admission-related committees are requested to be available at Accounts Department Block 4 before 9 am.
- Services of Smt. Mamatha principal, shall be available to the college as an academics.
- As proposed by the external auditor SSDC College is planning to maintain a permission register of students at the college level, to monitor the absence of students. A draft of the register is available with Smt. Sarada (help desk)
- Faculty members are expected to complete the course plan and get it approved by The Principal Madam Smt. Mamata, one week before the commencement of the classes.
- Motivate students to participate in International Yoga Day
- Meetings will be conducted department-wise.
- Anti-ragging committee was formed to eradicate/prohibit the ragging in the campus members of the appointed student representatives
- Sem - 6 students who failed in multiple subjects in University examinations should meet the principal with their parents and mentor before the commencement of the meeting.
- Placement training for fifth-semester B.Sc., B.Com., and BBA students is scheduled from 20<sup>th</sup> July 2018 – 21<sup>st</sup> July 2018.
- The bridge course of first-year students of all streams will continue till 06<sup>th</sup> August 2018.
- Faculty were asked to make necessary arrangements to celebrate Independence Day and plan accordingly
- Activities to celebrate sarvagnya were discussed and made necessary changes.
- Motivate the children to be a part of NSS foundation day , The work was being assigned to Mrs .Madhavalatha and Adarsh.



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

# SIVA SIVANI DEGREE COLLEGE

(Affiliated to Osmania University)

## Minutes of the Academic Council Meeting conducted on 29th August 2018

### Agenda

1. Updating of document
2. Improving university results
3. Assignments
4. Outcome based teaching learning system
5. Internal examination
6. Practical Examination
7. CRT programme
8. Training for CRT programme
9. Attendance

### Members Present

1. P. Mamatha
2. Y. Anand Reddy
3. B. Swathi
4. C Santhosh Kumar Reddy
5. KVN Vasudeva Rao
6. GD Hareen Kumar
7. Anjana
8. S. Madhavi
9. G.Venkateswarlu
10. B. Madhavi Latha
11. Mary Leena
12. P.M.Naidu
13. Sreedhar
14. Jaya sree
15. P. Kesavgiri
16. M. Raju
17. V Y Jhon
18. A Sanjay
19. Mary Madhavi
20. P Vanaja
21. K Suhasini
22. V Sai Prasad
23. P Srinivas Rao
24. G Viswa Dev
25. Rani Jaju
26. S Purna Chandra Rao
27. V Sandhya Rani
28. Mayuri Odela
29. Safina Tarannum
30. P Sainadh
31. K Sandhya
32. R Dhanunjaya Rao
33. Paturi Maruthi Sharath
34. A Kavya
35. Celistina Mary
36. P Laxmi Prasanna
37. Rachel Sunela
38. G Dhana Lakshmi
39. Lavanya V L
40. K Vaishnavi
41. B Chitkala



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S. P. Sampathy's Siva Sivani Educational Society (2906/97)  
**SIVA SIVANI DEGREE COLLEGE**  
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**Decisions was taken in the meeting held on 29<sup>th</sup> August 2018**

1. Duly updated document comprising residential particulars of students from the individual departments has to be submitted to the principal on or before date (Including the room number of students residing at college hostels). Such students who have not produced written undertaking from their parents will be permitted to continue their stay only after producing the undertaking.
2. As a part of consistent efforts for improving the University results, Subject faculty are requested to meet the parents of the students, who failed in the University examinations, immediately after the publication of results. Subject faculty are requested to meet parents of students with more than two backlogs till SEM IV (as per recently published results). However, staff advisor should ensure that results are made available to the parents, either through 'Whatsapp' or E-mail, for their reference.
3. Assignments given to the students should be well-planned. Assignment questions should be planned in such a way that students are motivated to use the library facility. Class assignments given to the students should promote effective use of library hours.
4. College is implementing Outcome Based Teaching Learning (OBTL) system. In connection with this, faculty members are requested to prepare module-wise question bank for the subjects, which they handle in the current semester, for the benefit of students. Pattern of mark distribution in the University questions may be followed. Question bank meets the requirements prescribed for OBTL system. Quality of the question banks should be ensured by a panel of internal experts. Question banks should be made available for the reference of students.
5. For internal examinations, questions from the question bank shall be included so that students will thoroughly study answers of all questions in the question bank. Staff members are encouraged to conduct module tests to improve the performance of the students in University examination.
6. Faculty members are requested to prepare manuals of for the laboratory courses, which they handle in the current semester, ensure that minimum of 125 experiments out of 200 experiments in the syllabus, as prescribed by the University, are covered during the delivery of laboratory courses. Remaining experiments may be offered to interested students, who have no backlogs, during the hours meant for OBTL.
7. Staff advisors are requested to inform students in advance that they should complete the registration formalities by remitting the college' fees on or before 07th September 2018.



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8. To ensure attainment of course outcome, it has been decided to assign a relative weightage to the marks scored in internal examinations. The maximum marks of the internal examinations shall be as follows.

First internal examinations: 20 marks

Second internal examinations: 20 marks

This can be followed with effect from next semester onwards

Council decided to conduct 1st internal examinations on 10th September and 12th September 2018 respectively. Dussera holidays will start from 8th October 2018 to 20th October make sure to follow the portion

9. As per the current system followed in the timetable there are 48 periods in a week. However, as per University norms, there shall be only 36 hours per week. Hence it has been decided to utilize the extra 6 periods as furnished below from the coming semester onwards.

**First year students:** students will have one period of CRT (campus recruitment training)

**Second year Students:** Placement training (one period), Certification programs in C/C++ will also be announced within in short period of time

**Third year students:** placement tips and training in addition to that CRT programmes will be design to improve LSRW skills ,

10. Management decided to implement attendance for all semesters period wise attendance need to be updated by all the faculty and assign assignments to the children during the working days.75% of attendance are mandatory for every child
11. Faculty members are requested to prepare question bank based on OBTL scheme, for the forthcoming even semester classes 2019.
12. It is decided to conduct one-day training programme for those faculty members who are recruited during the sem ( new staff ) regarding how to prepare worksheets ,and how to conduct programs like JAM,GROUP DISSCUSSIONS,DEBATE ETC .
13. CRT (campus recruitment programme ) Smt.Leena and Smt VANAJA is assigned with the duty to coordinate CRT programme.
14. It is decided to call the parents of student who are all irregular and falling short of attendance Strict instructions will be given to the students to who do not fulfil the criteria of attendance



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S. P. Sampathy's Siva Sivani Educational Society (2906/97)  
**SIVA SIVANI DEGREE COLLEGE**  
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**Minutes of the Academic Council Meeting conducted  
on 22nd October 2018**

**Agenda**

1. Syllabus Completion
2. Internship training
3. 2<sup>nd</sup> Internals
4. Revision plan
5. Preparation Holidays and Practical Exams

**Members Present**

- |                           |                            |
|---------------------------|----------------------------|
| 1. P. Mamatha             | 22. V Sai Prasad           |
| 2. Y. Anand Reddy         | 23. P Srinivas Rao         |
| 3. B. Swathi              | 24. G Viswa Dev            |
| 4. C Santhosh Kumar Reddy | 25. Rani Jaju              |
| 5. KVN Vasudeva Rao       | 26. S Purna Chandra Rao    |
| 6. GD Hareen Kumar        | 27. V Sandhya Rani         |
| 7. Anjana                 | 28. Mayuri Odela           |
| 8. S. Madhavi             | 29. Safina Tarannum        |
| 9. G.Venkateswarlu        | 30. P Sainadh              |
| 10. B. Madhavi Latha      | 31. K Sandhya              |
| 11. Mary Leena            | 32. R Dhanunjaya Rao       |
| 12. P.M.Naidu             | 33. Paturi Maruthi Sharath |
| 13. Sreedhar              | 34. A Kavya                |
| 14. Jaya sree             | 35. Celistina Mary         |
| 15. P. Kesavgiri          | 36. P Laxmi Prasanna       |
| 16. M. Raju               | 37. Rachel Sunela          |
| 17. V Y Jhon              | 38. G Dhana Lakshmi        |
| 18. A Sanjay              | 39. Lavanya V L            |
| 19. Mary Madhavi          | 40. K Vaishnavi            |
| 20. P Vanaja              | 41. B Chitkala             |
| 21. K Suhasini            |                            |



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S. P. Sampathy's Siva Sivani Educational Society (2906/97)  
**SIVA SIVANI DEGREE COLLEGE**  
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The meeting of faculty commenced at 10.00 am with the Principal, Smt Mamatha

1. Council decided to conduct 2nd internal examinations on 1<sup>st</sup> November to 3<sup>rd</sup> November 2018 respectively.
2. Students of all streams should be encouraged to do the internship during the time of semester break. It is the responsibility of the individual department to send the students for internship. The internship coordinator of the department will be the in-charge of the internship-related activities.
3. Attendance registers upgradation
4. To enhance the creativity among students every Saturday different activities must be planned. It is the responsibility of Mrs. Madhavalatha and Adarsh to select the student representatives.
5. Prepare question papers for second internal exam give proper revision to students
6. Complete the portion on time
7. Concentrate on practical examinations as well make sure that students can complete their record work and submit on time.
8. Complete the portion on time and prepare questions to conduct revision exams, concentrate on students attendance percentage, inform them to be regular, Class teachers collect the attendance percentage from Mr. Santosh and talk to parents and report to Mr Ananda reddy.



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**Minutes of Academic Council Meeting conducted**  
**on 3rd December 2018**

**Agenda**

1. Attendance Patterns
2. Department wise meeting
3. Approval of semester course material
4. Necessary elements to be discussed as a part of the discipline
5. Immediate condition of the lab for life science
6. Syllabus updation
7. Activities
8. Short vacation
9. Focus on strictness and punctuality in case of uniform and grooming
10. Planning of daily exams

**Decisions to be taken in the meeting to be held on 3<sup>rd</sup> December 2018**

1. Attendance patterns were discussed about students after vacation
2. A department-wise meeting was conducted in the principal mam cabin and approved course material by making necessary changes.
3. Dressing style of uniform of students was discussed
4. Ask to prepare the list of items required for the science lab and make necessary changes to renovate the lab infrastructure.
5. Ask to prepare syllabus updation for every faculty and discuss the problems in syllabus completion.
6. Preparations to be made to celebrate the festival of Christmas and Sankranthi
7. Sankranthi holidays start from 12/01/19 to 17/01/19
8. College reopens on 17/1/19
9. Complete the 1<sup>st</sup> internal portion and prepare a proper revision plan during the Sankranthi holidays.
10. Daily exams need to be conducted and prepare question paper for the month
11. Motivate students to take part in activities like Christmas and Sankranthi







**Minutes of Academic Council Meeting conducted on 17/01/19**

**Agenda**

- 1, Discussed the paper pattern
2. Give syllabus to the students
3. Give through revision
- 4 Discuss the importance of internal marks
5. First internal examination
- 6 Syllabus updation (half)
7. Paper validation

**Decisions to be taken in the meeting as on 17<sup>th</sup> jan 2019**

1. Faculty are advised to discuss the paper pattern of Internal paper to students and discuss the important questions
2. Give the students syllabus and ensure to give proper revision
3. Give through revision to students for internal examination to attend well and discuss the importance of internal marks in accordance to final results.
4. Prepare the internal question paper with the questions which gave to the children as important
5. Complete the half of the syllabus and discuss the grammar topics
6. Validate the internal paper very strictly.





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

# SIVA SIVANI DEGREE COLLEGE

(Affiliated to Osmania University)

## Minutes of Academic Council Meeting conducted 01/03/2019

### Agenda

1. Syllabus updation (Complete remaining syllabus)
2. Activities for the development of skills in the respective departments
3. Revision plan
4. Practical examination
5. Trips
6. Guidance for interviews
7. Last date of instructions
8. Revise question papers
9. Discuss paper pattern for final exams
10. Revision exams and concentrate on remedial study

### **Decisions are taken in the meeting held on March 1<sup>st</sup> 2019**

1. Faculty are advised to complete the portion on or before given date before the time fleets
2. Faculty are advised to plan activities to enhance their skills in the respective departments like aptitude.
3. Start preparing revision plans according to the working days and plan well keeping the view of festivals
4. Make sure to give important questions as a part of daily exams and fulfil the correction part and post it in the respected class parent groups.
5. Lab faculty was advised to make a through revision to the students before conducting practical exams to the students and complete the records and submit before due date,
6. Planning was being made and discussions were held for picnic and date will be revealed within the short period of time
7. As a part of placement training ,faculty was advised to give guidance to students to attend future interviews
8. Last date was scheduled to complete the syllabus
9. Faculty should discuss the paper pattern with the students and make them aware of the upcoming question paper (final exam)
10. Faculty are advised to complete the portion and prepare revision question paper award the marks by the end of the day and concentrate on remedial students by conducting reexam and helps the students to improve their subject knowledge.
11. Language lecturers are advised to discuss and explain the grammar part of the subject.
12. Final exams are scheduled 17<sup>th</sup> April to 30<sup>th</sup> april



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