



D. K. GOVERNMENT COLLEGE FOR WOMEN

Nellore, Andhra Pradesh- 524003

Autonomous College, College with Potential for Excellence

Re-accredited with "A" Grade by NAAC



Certificate

This is to certify that the following data provided includes
Academic Council Meeting Minutes for the academic year 2021-22.



PRINCIPAL

Principal
D.K.Govt. College for Women (A)
NELLORE.



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NELLORE, Andhra Pradesh-524003
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ACADEMIC COUNCIL MEETING-6
05-01-2022

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D.K. Govt. College for Women(Autonomous), Nellore

Academic Council Meeting - 6

Constitution of Academic Council:

As per the Guidelines for Autonomous colleges given by the UGC on 30-01-2019., the Academic Council for D. K. Government College for Women (Autonomous) comprising the following members meet for the academic year 2021-22. The sixth meeting was conducted on 25.10.2021 at 3:00 P.M. in the Principal's Chamber.

Chair Person:

1. Dr. D.Giri,M.Sc. Ph.D.

Principal

All Heads of the Departments in the College

Sl. No.	Name of the Lecturer	Head of the Department	Mobile Number
1.	Dr. Ch.Krishna Murthy, M.A., Ph.D.	English	9912417780
2.	Dr. K.V.Satyanarayana, M.A., Ph.D.	Telugu	9440732210
3.	Sri N.Surendra, M.A.	Hindi	8522077060
4.	Dr. Md. Mahboob, M.A., M.Phil., Ph.D.	Urdu	9849097916
5.	Ms. S. Fathimunnisa Begum, M.A.	History	9440263683
6.	Dr.V.Chenchu Ramaiah, M.A., Ph.D.	Economics	9441046474
7.	Sri. JojiKamatham, M.A., M.Ed.	Political Science	9618891779
8.	Smt.M.LakshmiPrasanna, M.Com.,M.Phil	Commerce	9490143245
9.	Dr.K.Suvarna, M.Sc., Ph.D	Mathematics	9985039953
10.	Dr.K.Suvarna, M.Sc., Ph.D	I/C of Statistics	9985039953
11.	Smt.D. Surendra, M.Sc.	Chemistry	9490125530
12.	Dr.A.V.Ramana Rao, M.Sc.,Ph.D.	Physics	9440090838
13.	Dr. P. Victoria Rani , M.Sc., Ph.D.	Botany	9494492589
14.	Smt,V.Kanya Kumari, M.Sc.	Microbiology	9704691625
15.	Smt. K. Sai Sudha, M.Sc.	Biotechnology	9493128470
16.	Dr. T. Sri Ranjani, M.Sc., M.Phil. Ph.D.	Zoology	9490279458
17.	Smt. B. Vidyullatha, M.Tech.,	Computer Science	9849073645
18.	Dr. C. Kala Priya, M.Sc., Ph.D.	Home Science	9290715595

Senior Lecturers Representing different categories

1. Lt. Dr. C. Kala Priya, Lecturer in Home Science, N.C.C.A.N.O.
2. Smt.P.Uma Maheswari, Lecturer in English (NSS officer)
3. Dr.K.Suvarna,Lecturer in Mathematics, M.Sc., Ph.D.(Women Empowerment cell)
4. Dr. Md. Mahaboob, Lecturer in Urdu ,M.A., M.Phil., Ph.D. (Student Biometric)

Experts from outside the College:

1. Sri Dodla Sessa Reddy, Chairman, Dodla Dairy, Nellore. Mobile: 09849982478 (Expert from outside college representing the field of Industry)
2. Dr. V. Krishna Kumar, Retired Principal, Flat No. 201, AK Nagar, Current Office Centre, Nellore. Mobile 9849562910 (Expert from outside college representing the field of Education)
3. Dr. S. Chaitanya , Gynecology, Sri Chaitanya Hospital, Nellore, Mobile: 9440709249 (Expert from outside college representing the field of Medicine)
4. Sri. Sri Hari Reddy, Chartered Accountant, Vijaya Mahal Centre, Nellore, Mobile: 9246825663 (Expert from outside college representing the field of Trade and Commerce)

University Nominees:

S.No	Name & Designation
1	Dr. L.V.K.Reddy, M.A., Ph. D Registrar,Vikrama Simhapuri University,Nellore 9100058607
2	Dr.G.VijayAnand, M.Sc., Ph. D. Dean, CDC,Vikrama Simhapuri University,Nellore 9701661371
3	Prof. Suja S. Nair, M.BA., Ph. D Principal,University College of Arts & Sciences Vikrama Simhapuri University, Nellore 9182242331

Member Secretary:

Smt.D.Surendra, M.Sc., M.ED.

Nominated by the Principal

Faculty

Principal & Chairman

Academic Council

D. K Govt. College for Women (A),Nellore

COMPOSITION OF ACADEMIC COUNCIL:

1. The Principal(Chairman)
2. All the Heads of Departments in the college
3. Four teachers of the college representing different categories of teaching staff by rotation on the basis of seniority of service in the college.
4. Not less than four experts/academicians from outside the college representing such areas as Industry, Commerce, Law, Education, Medicine, Sciences etc., to be nominated by the Governing Body.
5. Three nominees of the university not less than Professors.
6. A faculty member nominated by the Principal (Member Secretary).

Functions of the Academic Council :

The Academic Council shall have powers to:

- (a) Scrutinize and approve the proposals with or without modification of the boards of studies with regard to courses of study, academic regulations, curricular, syllabi and modifications thereof, instructional and evaluation arrangements, methods, procedures relevant there etc., provided that where the Academic Council differs on any proposal, it shall have the right to return the matter for reconsideration to the board - of studies concerned or reject it, after giving reasons to do so.
- (b) Make regulations regarding the admission of students to different programmes of study in the college keeping in view the policy of the Government.
- (c) Make regulations for sports, extra-curricular activities, and proper maintenance and functioning of the playgrounds and hostels.
- (d) Recommend to the Governing Body proposals for institution of new programs of study.
- (e) Recommend to the Governing Body institution of scholarships,

studentships, fellowships, prizes and medals, and to frame regulations for the award of the same.

(f) Advise the Governing Body on suggestions(s) pertaining to academic affairs made by it.

(g) Perform such other functions as may be assigned by the Governing Body.


Principal & Chairman

Academic Council

D. K Govt. College for Women (A)

Nellore

D. K. Govt. College for Women (Autonomous), Nellore

Academic Council Meeting 6

2021-2022

AGENDA

- Item No. 1: Approval of ATR on the resolutions of previous AC Meeting.
- Item No. 2: Implementation of Autonomous Status for UG programmes .
- Item No. 3: Approval and implementation of Revised CBCS as per the norms of the APSCHE (W.E.F 2021-22) for first and second year students.
- Item No. 4: Approval and implementation of old CBCS as per the norms of the VS University for third year students.
- Item No.5: Approval of Syllabus of different Board of Studies. For all LSCs and SDCs field work or Project are the modes of internal assessment w.e.f 2020-2021.
- Item No.6: Results analysis for the academic year 2020-21.
- Item No.7: All Departments have to conduct at least one certificate course per academic year.
- Item No.8: Approval of Academic Calendar 2021-22.
- Item No.9: Approval of the evaluation of project in Cluster as External assessment.
- Item No.10: Approval of additional credits for Co-curricular and extracurricular activities
- a. To award 1 credit for Online certificate courses like Swayam/Offline certificate courses conducted by the departments, MOOCs, NPTEL, IIT Spoken Tutorials etc.
 - b. To award 1 credit on submission of a certificate recording 100 hours of service in any **ONE** of the following activities NCC/ NSS/ YRC/ RRC
 - c. To award 1 credit for state level achievement in literary and cultural activities.
 - d. To award 1 credit for winners at inter university and state level participation in Sports and Games. 2 credits for winners at National level Sports and Games.
- Item No.11: Rules on attendance requirements.

Item No. 12: Conduct of internal and external examinations and weightage of Internal examinations.

Item No.13: Computation of Grades.

Item No. 14: Proposal for moderation with grafting of marks.

Item No.15: Approval of expenditure on BOS, AC and GB meeting, remuneration paid by COE.

Item No.16: Approval of college and library timings.

Item No. 17: Approval of Re-constitution of Statutory and Non- Statutory Bodies (Academic Council and Controller of Examinations)

Item No.18: Introduction of new courses of APSCHE from 2020-21

➤ **B.A.(Economics, Statistics and Computers)**

➤ **M.Sc Computer science**

➤ **Revival of M.A.English and M.A.Telugu**

Item No.19: Approval of newly framed syllabus for semester V embedded aqua culture and weightage for internship.

Item No.20: Approval for incorporation of a paper in Semester IV in Home Science

Item No. 21: Approval of MOUs

Item No.22: Approval of expenditure to meet the purchase of journals, renewal of INFLIBNET membership and AMC for LIBSOFT for 2022-23

List of Life Skill Courses

Semester-I

1. Basic computer applications
2. Entrepreneurship development
3. Human values and professional ethics

Semester-2

- 1.Information and communication technology
- 2.Indian culture and science
- 3.Elementary statistics

Semester -3

1. Health and Hygiene
2. Personality development and Leadership
3. Analytical skills
4. Environmental education

List of Skill development courses

Semester-1

1. Tourism guidance
2. Public relation
3. Office secretaryship
4. Insurance promotion
5. Electrical appliances
6. Plant nursery

Semester-2

1. Journalistic reporting
2. Survey and reporting
3. Social work methods
4. Performing arts
5. Agricultural marketing
6. Business communication
7. Advertising
8. Logistics supply chain
9. Solar energy
10. Fruit and vegetable preservation
11. Dairy techniques
12. Food adulteration

Semester-3

1. Financial Markets
2. Disaster management
3. Online business
4. Retaining environmental audit
5. Poultry farming



Principal & Chairman

Academic Council

D. K Govt. College for Women (A)

Nellore

DISCUSSION ON AGENDA

Agenda Item No. 1: Approval of ATR on the resolutions of previous AC Meeting.

Annexure 1

The matter is placed before the committee for approval

Agenda Item No. 2: Implementation of Autonomous status OFUG programmes:

The U.G.C. declared Autonomous status to the college from the Academic year 2016. So the college has constituted various Academic and Administrative bodies such as Governing Body , Academic Council, Finance Committee, Controller of Examinations that are needed for the smooth functioning of Autonomy. As per the guidelines of the U.G.C. the college seeks the approval of the Academic Council for the implementation of Autonomy in all the existing UG programmes for the sixth Academic year 2021-22.

Hence the matter is placed before the committee for approval.

Agenda Item No. 3: Approval and implementation of Revised CBCS as per the norms of the APSCHE (W.E.F 2021-22) for first and second year students

APSCHE has revised the CBCS frame work from the year 2020-21 by introducing the following new aspects.

1. Instead of Foundation Courses Life Skill courses are introduced.
2. Skill development courses are offered from this Academic year with specific guidelines.

The students have to choose the SDCs other than from their domain subjects.

3. All the UG programmes shall be four year programmes. There will be exit points at the end of third year and fourth year as per the willingness of the students.

4. Students will have to undergo 4 weeks of internship at the end of the second semester and fourth semester(15 days each).

The same are placed for approval.

Agenda Item No. 4 : Approval and implementation of old CBCS as per the norms of the VS University for third year students.

Eighteen Boards of Studies for various subjects, which were constituted as per the revised autonomous guidelines of the UGC, and approved syllabus for third year UG course along with panel of Paper Setters and Examiners.

The same are placed for approval.

5. The Principal on the recommendations of the Chairpersons as approved by the respective Boards of Studies places before the council, the syllabus for various subjects in the UG programmes offered by the college for its consideration and approval.

5.a. The Chairman places before the Academic Council for consideration and approval with or without modifications.

Dr. Krishna Murthy, Head of the Dept. of English.

- (a) Syllabus
- (b) Model Papers
- (c) Scheme of Valuation in English for General English, Communicative English, LSC for Personality development and Leadership and SDC in Journalistic Reporting and Business Communication

Dr. Krishna Murthy will move the matter. **Annexure 2**

The Chairman places before the Academic Council for consideration and approval with or without modifications.

5.b. Dr. K. V. Satyanarayana, Head of the Dept. of Telugu

- (a) Syllabus
- (b) Model Papers
- (c) Scheme of Valuation in General Telugu, Special Telugu and

Dr. K. V. Satyanarayana will move the matter. **Annexure 3**

The Chairman places before the Academic Council for consideration and approval with or without modifications.

5.c. Dr. Md. Mahaboob, I/C of the Dept. of Hindi

- (a) Syllabus
- (b) Model Papers
- (c) Scheme of Valuation in Hindi

Dr. Md.Mahaboob will move the matter **Annexure 4**

The Chairman places before the Academic Council for consideration and approval with or without modifications.

5.d.Dr. Md. Mahboob, Head of the **Dept. of Urdu**

- (a) Syllabus
- (b) Model Papers
- (c) Scheme of Valuation in Urdu

Dr. Md. Mahboob will move the matter **Annexure 5**

The Chairman places before the Academic Council for consideration and approval with or without modifications.

5.e.S. Fathimunnisa Begum, Head of the **Dept. of History**

- (a) Syllabus
- (b) Model Papers
- (c) Scheme of Valuation in History and Indian Culture and Science (sem 2 LSCs)
Tourism Guidance (sem 1 SDCs)

S. Fathimunnisa Begum, will move the matter **Annexure 6**

The Chairman places before the Academic Council for consideration and approval with or without modifications.

5.f.Dr.V.Chenchu Ramaiah Head of the **Dept. of Economics**

- (a) Syllabus
- (b) Model Papers
- (c) Scheme of Valuation in Economics and Indian Culture and Science Survey & Reporting (SDCs Sem 2) , Financial Markets (sem 3 SDCs).

Dr.V.Chenchu Ramaiah, will move the matter **Annexure 7**

The Chairman places before the Academic Council for consideration and approval with or without modifications.

5.g.Sri. K. Joji, Head of the **Dept. of Political Science**

- (a) Syllabus
- (b) Model Papers
- (c) Scheme of Valuation in Political Science and Public Relations (sem 1 SDCs)
Social Work Methods (sem 2 SDCs)

Sri. K. Joji, will move the matter **Annexure 8**

The Chairman places before the Academic Council for consideration and approval with or without modifications.

5.h.Smt.M.Lakshmi prasanna, Head of the **Dept. of Commerce**

(a) Syllabus

(b) Model Papers

(c) Scheme of Valuation in Commerce , Entrepreneurship (Sem 1 LSCs) , Insurance Promotion , Secretary Ship (Sem 1 SDCs) , Agricultural Marketing, Advertising,Logistics & Supply Chain (Sem 2 SDCs), Online Business (Sem 3, SDCs)

Smt.M.Lakshmi Prasanna move the matter **Annexure 9**

The Chairman places before the Academic Council for consideration and approval with or without modifications.

5.i.Dr. P. Victoria Rani, Head of the **Dept. of Botany**

(a) Syllabus

(b) Model Papers

(c) Scheme of Valuation in Botany and Environmental Education (sem 2 LSCs), Plant Nursery (SDCs in sem 1), Fruit & Vegetable Preservation ((SDCs in sem 2)

Dr. P. Victoria Rani will move the matter **Annexure 10**

The Chairman places before the Academic Council for consideration and approval with or without modifications.

5.j.Smt. T. Sri Ranjani, Head of the **Dept. of Zoology**

(a) Syllabus

(b) Model Papers

(c) Scheme of Valuation in Zoology , Health and Hygiene (Sem 2 in LSCs) and Dairy Techniques (sem 2 SDCs)

Smt. T. Sri Ranjani,will move the matter **Annexure 11**

The Chairman places before the Academic Council for consideration and approval with or without modifications.

5.k.Smt. T. Sri Ranjani, Head of the **Dept. of Zoology**

(a) Syllabus

(b) Model Papers

(c) Scheme of Valuation in Embedded Course in Aqua Culture Lab technology.

Smt. T. Sri Ranjani, will move the matter **Annexure 11**

The Chairman places before the Academic Council for consideration and approval with or without modifications.

S.I.Dr.A.V.Ramana Rao, Head of the **Dept. of Physics**

- (a) Syllabus
- (b) Model Papers
- (c) Scheme of Valuation in Physics ,Electrical Appliances (SDCs Sem 1), Solar Energy (SDCs Sem 2)

S.I.Dr.A.V.Ramana Rao will move the matter **Annexure 12**

The Chairman places before the Academic Council for consideration and approval with or without modifications.

S.m.Smt. D. Surendra, Head of the **Dept. of Chemistry**

- (a) Syllabus
- (b) Model Papers
- (c) Scheme of Valuation in Chemistry and Food Adulteration (sem 2 SDCs), Environmental audit (Sem 3 SDCs)

S.m.Smt. D. Surendra will move the matter. **Annexure13**

The Chairman places before the Academic Council for consideration and approval with or without modifications the following proposals of

S.n.Dr. K.Suvarna, Head of the **Dept. of Mathematics**

- (a) Syllabus
- (b) Model Papers
- (c) Scheme of Valuation in Mathematics and Analytical skills (Sem LSCs)

Dr. K.Suvarna, will move the matter **Annexure 14**

The Chairman places before the Academic Council for consideration and approval with or without modifications.

S.o.Dr. K.Suvarna, I/C of the **Dept. of Statistics**

- (a) Syllabus
- (b) Model Papers
- (c) Scheme of Valuation in Statistics and Elementary Statistics (Sem 2 LSCs)

Dr. K.Suvarna, will move the matter **Annexure 15**

The Chairman places before the Academic Council for consideration and approval with or without modifications.

S.o.Ms. K. Sai Sudha, Head of the **Dept. of Biotechnology**,

- (a) Syllabus
- (b) Model Papers
- (c) Scheme of Valuation in Biotechnology

Ms. K. Sai Sudha, will move the matter **Annexure 16**

The Chairman places before the Academic Council for consideration and approval with or without modifications.

S.p.Smt.V.Kanya Kumari, Head of the **Dept. of Microbiology**,

- (a) Syllabus
- (b) Model Papers
- (c) Scheme of Valuation in Microbiology

Smt.V.Kanya Kumari,will move the matter **Annexure 17**

The Chairman places before the Academic Council for consideration and approval with or without modifications.

S.q.Dr. C. Kalapriya, Head of the **Dept. of Home Science**

- (a) Syllabus
- (b) Model Papers
- (c) Scheme of Valuation in **Home Science**

Dr. C. Kalapriya,will move the matter **Annexure 18**

The Chairman places before the Academic Council for consideration and approval with or without modifications.

S.r.B.Vidyullatha Head of the **Dept. of Computer Science**

- (a) Syllabus
- (b) Model Papers
- (c) Scheme of Valuation in Computer Science and Information and Communication Technology (Sem I LSCs)

B.Vidyullatha, will move the matter **Annexure 19**

The Chairman places before the Academic Council for consideration and approval with or without modifications.

Agenda Item No.5: For all LSCs and SDCs field work or Project are the modes of internal assessment w. e. f 2020-2021 In LSCs and SDCs will not have any written examination in the Internals. Assessment will be done by way of project or fieldtrip.

The matter is placed before the committee for approval

Agenda Item No.6: Results analysis for the academic year 2020-21.

It is proposed to approve the following results for the outgoing batch conducted in August 2021.

S.No.	Semester	No. of students appeared	No.of students passed	Pass percentage
1	V	280	209	74.64%
2	VI	282	242	85.8%
3	Average			80.24%

Agenda Item No.7: The Principal on the recommendations of the Chairpersons as approved by the respective Boards of Studies placed before the council, the syllabus for various certificate courses in some subjects in the UG programmes offered by the college for its consideration and approval.

The following certificate courses are offered in various departments during this academic year with minimum fee

1. Dept. of English: Foundation course in English writing skills.
2. Dept. of Telugu: Srujanatmaka rachana.
3. Dept. of History: Historical importance of Nellore district.
4. Dept. of Commerce: TDC accounting and Tax returns filing.
5. Dept. of Political Science: Women law and Indian penal code.
6. Dept. of Home Science: Apparel Designing.
7. Dept. of Botany: Biological compost and marketing.
8. Dept. of Chemistry: Research methodology.
9. Dept. of Biotechnology: Molecular diagnostics.
10. Dept. of Computer science: Web designing.
11. Dept. of Zoology: Aqua culture Lab techniques.

The proposal is placed for approval

- Every student is expected and advised to do certificate courses during their UG programme, which would get them additional 2 credits for each course.

The proposal is placed for approval

Agenda Item No 8: Approval of Academic Calendar for the Academic year 2021-22

The college academic calendar marking the schedule for the teaching and examination activities including the internal assessment and vacations is planned and prepared.

The proposal is placed for approval (Annexure 20)

Agenda Item No 9: Approval of project as assessment in cluster external assessment

The UGC has given an advisory, which the APSCHE also has considered, that the students should be exposed to practical learning experiences and these experiences should also be assessed alternatively and not through written examination. Following the same advisory, it is proposed to introduce project as one paper in the cluster and the assessment of project is done objectively by an external examiner. There shall be basic research methodology which will be assessed internally for 30 marks while project report is assessed for 50 marks and 20 marks are allotted for the Viva Voce.

The proposal is placed for approval

Item No.10: Approval of additional credits for Co-curricular and extracurricular activities

To award 1 credit for Online certificate courses like Swayam/Offline certificate courses conducted by the departments, MOOCs, NPTEL, IIT Spoken Tutorials etc.

Approval is requested for the proposed structure

Credits are awarded at the time of completion of the Programme.

2. To award
 - i) 1 credit on submission of a certificate recording 100 hours of service in any **TWO** of the following activities NCC/ NSS/ YRC/ RRC

- ii) To award 1 credit for 100 hours **community service** (Swachcha Bharath/ Kishori Balika Vikasam) (certificate by a recognised trust or NGO).

3. To award 1 credit for state level achievement in literary and cultural activities

Credits are awarded at the time of completion of the Programme.

4. To award credits for active participation in **sports and games**

- i) To award 1 credit for **winners at Inter University, State level**
- ii) To award 2 credits at **national level**

5. To award 1 credit for state level achievement in literary and cultural activities

Credits are awarded at the time of completion of the Programme.

6. To award credits for **regular attendance to classes**

- i) To award 2 credits for attendance of 95% above through out the 6 semesters

The proposal is placed for approval

Agenda Item No 11: Rules on Attendance requirements

Regular attendance to classes improves the learning achievement among students and instills a sense of discipline as well. However as there will be students with genuine health and other such problematic issues, a set of rules is proposed with reference to student attendance. Minimum attendance for a semester is placed at 75% which will be 67 days of the total number of 90 teaching days per semester.

The proposal is placed for approval

Agenda Item No 12: Conduct of examinations and weightage of Internal and External Assessment

The Examination Cell which is constituted following the revised Guidelines of the U.G.C., with one Controller of Examinations and two Assistant Controllers of Examinations, proposes to conduct examinations for the students of all the three years.

- i) In various Boards of Studies the allotment of External and Internal Assessment is proposed to be 70% External and 30% Internal

The proposal is placed for approval.

- ii) The Examination notification period is proposed for 40 or 45 days before the commencement of external examination.

The proposal is placed for approval.

- i. iii) Two Internal assessments (Written test and Co-curricular Activities like assignments/
- ii. seminar /Group discussion/ compulsory group project in one semester of the year)
- are
- ii. proposed considering the best of the two Internals.

The proposal is placed for approval.

- iv. Following the guidelines of CBCS, 40% is considered as minimum pass percentage in External evaluation and

This is placed for approval.

- v. Evaluation scheme for Practical is proposed to be; (i) Internal evaluation for 50 marks in odd Semester (ii) External evaluation for 50 marks in even Semester.

The matter is placed for approval

- vi. Special external examination will be conducted for the students who have to miss their examinations in order to attend important NCC, NSS, Sports and Cultural events.

The scheme is placed for approval

- vii. Instant examination will be conducted to the backlogs in 5 and 6 semesters for final year regular students who cleared 1 to 4 semesters.

The proposal is placed for approval.

- viii. After completion of the Programme maximum of three attempts are permitted for the supplementary.

The proposal is placed for approval.

- ix. Detained students will rejoin in the next year for the detained semester.

The proposal is placed for approval.

- x. In order to ensure fair conduct of examinations a team of observers is appointed by senior most faculties who are nominated by the committee constituted by the college. The team plays the role of internal squad in the conduct of internal as well as external examinations. If any case of malpractice is identified, then the candidate is debarred from that paper and will be allowed to write other exams. The level of punishment will depend on the severity of malpractice which will be decided by the committee.

The proposal is placed for approval

- xi. Students representing National Sports and Games and who are selected for training in specialized institutions are allowed to write the examinations after the submission of attendance certificate from the respective body.

The proposal is placed for approval

Agenda Item No 13 : Computation of Grades

Computation of grade per each semester is carried out following SGPA (Semester Grade Point Average) which is shown below.

Marks	Letter grade	Performance classification	Class
95-100	O	Outstanding	Distinction
85-94	E	Excellent	
75-84	A	Very good	
60-74	B	Good	First
50-59	C	Average	Second
40-49	D	Pass	Third
<40	F	Fail	Fail

Computation of grade will be carried out at the end of sixth semester, following the CGPA (Cumulative Grade Point Average) formula when the candidate gets through all the six semesters. A student is eligible for the award of a grade only when the student completes all the subjects within three more academic years after the completion of their programme.

CGPA	Classification
7.5<CGPA	A Grade
6.0<CGPA	B Grade
5.0<CGPA	C Grade
4.0<CGPA	D Grade
<4.0	Fail

The proposal is placed for approval

Agenda Item No 14: Proposal for moderation with grafting of marks

There is no inbuilt provision of automatic moderation.

The moderation by grafting is considered two papers in which the pass percentage is less than 40 with a maximum of three marks for both papers.

Grafting is a procedure in which the individual who has got less marks than aggregate in one paper will be adjusted with a maximum of three marks from the high scored paper of that student. (Ex: for an MPC candidate, if she has failed with two marks in mathematics she will be benefited from the other subjects where she scored higher marks). Grafting allows transfer of marks from donor paper/s to make up the deficiency of marks in the failed paper/s. The first potential donor paper is that in which highest marks have been obtained. If other donor papers are required, those will be considered on the basis of descending order of marks. It is to be noted that grafting will not change the aggregate marks obtained by the student. After the grafting, the failed paper will be marked as passed.

- a. The maximum number of marks that can be transferred from any donor paper is **three** marks only.
- b. Grafting procedure is limited to **two papers**.
- c. The transfer of the marks will be allowed **from theory to theory or practical to practical papers**.
- d. Grafting is allowed **within the parts** only:
 - i. Part-A - Languages.
 - ii. Part-B - Foundation Courses.
 - iii. Part-C -Subjects.

The proposal is placed for approval

**Agenda Item No 15: Approval of expenditure on BOS, AC and GB meetings,
remuneration paid by COE**

The following remuneration structure is proposed in connection with the conduct of BOS, AC and GB meetings and examinations.

BOS meetings

- ✓ Travel allowance(actual paid by the outstation visiting members)
- ✓ Sitting allowance of Rs.500/- per each external member
- ✓ Typing charges will be paid to the departments for the Programme, Specific Courses which are allotted to the departments. To pay 200/- rupees as typing charges separately for LSCs and SDCs.

AC meetings

- ✓ Travel allowance(actual paid by the outstation visiting members)
- ✓ Honorarium of Rs.1000/- per each external member

Conduct of examinations:

Fee structure for examinations

Semester End (semester I to semester V)

- ✓ B.A- Rs.700/-
- ✓ B.Sc. / B.Com- 800/-

Supplementary

- ✓ Single paper- Rs.250/-
- ✓ Two papers- Rs.400/-
- ✓ Three Papers- Rs.800/-
- ✓ Above three papers-Rs. 800/- (B.Sc./B.Com)
- ✓ Above three papers- Rs.700/- (B.A)

Semester VI

- ✓ B.A.- 1200/-(700 + 500)
- ✓ B.Sc. / B.Com- 1300/- (800 +500)
- ✓ (for Consolidated Marks Memorandum & Provisional Certificate Rs.500/-)
- ✓ Original Document charge (convocation Memo In absentia Rs.1000/- and In present Rs.900/-)

Revaluation Fees (Revaluation is permitted for only two papers)

- ✓ Each paper- Rs.450/- (per each paper)

Instant Examination fees

- ✓ One paper –Rs.1500/- (per each paper)
- ✓ Sitting allowance for each paper Rs 100/- (Instant and Final revaluation)
- ✓ COE sitting Allowance- Rs 200/-

Remuneration for paper setting

- ✓ Setting- Rs. 300 /- per each set
- ✓ Key- Rs 100/- per each set
- ✓ Translation into Telugu- Rs. 100/- per set
- ✓ DTP Charges- Rs. 25/- per page (maximum Rs 200/-)
- ✓ Postal charges for sending question paper may be claimed.

Examination Remuneration

- ✓ Chief Superintendent- Rs.200/-(Per Session)
- ✓ Observer - Rs. 150/-
- ✓ Invigilator - Rs. 130/-
- ✓ Clerk/Typist – Rs. 100/-
- ✓ Office Attender- Rs. 100/-
- ✓ Water Women / Attender- Rs.80/-
- ✓ Scribe for Blind/PH Candidate- Rs. 70/-
- ✓ TA or local allowance- Rs.100/- Per day

Evaluation charges

- ✓ Rs.15/- per Script (60/70 marks)
- ✓ Rs.10/-per script (practical)
- ✓ Rs.10/- per script (40/50 marks)
- ✓ Up to 5 Scripts Rs 100/- minimum
- ✓ Bundle handling charges (COE)- Rs.40/-
- ✓ Bundle handling charges for Attender - Rs.20/-

Scrutiny

- ✓ Coding and Decoding Rs.2/- Per Script
- ✓ For scrutiny Rs. 3/- per Script

The proposal of payment structure is placed for approval (Annexure 20)

Agenda Item No.16: Approval of college and library timings for both Online and Offline Classes

- ✓ The college timings are from 10. 00 A.M to 5. P.M
- ✓ Classes run from 10-4 with a lunch break of one hour from 1.00 A.M to 2.00P.M
- ✓ Library timings are from 9.00 A.M to 1. P.M and from 3.00 P.M to 6.00 P.M

The matter is placed for approval

Agenda Item No. 17. Approval of Re-constitution of Statutory and Non- Statutory Bodies

(Academic Council and Controller of Examinations)

Constitution of Academic Council with the following Members

Smt. D.Surendra, Lecturer in Chemistry D.K.Govt College for Women (A), Nellore	Academic Coordinator
Smt. P.Uma Maheswari, Lecturer in English D.K.Govt College for Women (A), Nellore	Academic Member
Dr.J.Krishna Prasad Babu, Lecturer in History D.K.Govt College for Women (A), Nellore	Academic Member
Dr.R.Vijaya Bhaskar, Lecturer in Commerce D.K.Govt College for Women (A), Nellore	Academic Member
Dr.K.P.P.R.Mohana Reddy, Lecturer in Chemistry D.K.Govt College for Women (A), Nellore	Academic Member
Smt.Md.Sameera, Lecturer in Computer Science D.K.Govt College for Women (A), Nellore	Academic Member

Constitution of COE with the following Members

Dr.P.Victoria Rani, Lecturer in Botany D.K.Govt College for Women (A), Nellore	Controller of Examination
Smt. K.Sai Sudha, Lecturer in Bio-Technology D.K.Govt College for Women (A), Nellore	Assistant Controller of Examination
Dr.K.Sravan Kumar, Lecturer in History D.K.Govt College for Women (A), Nellore	Assistant Controller of Examination

Agenda Item No.18: Introduction of new courses from 2020-21.:

The following are the courses to be introduced during the academic year 2020-21 for

- B.A.(Economics, Statistics and Computers)
- M.Sc Computer science
- Revival of M.A.English and M.A.Telugu

The matter is placed for approval

Agenda Item No. 19 : Approval of newly framed syllabus for semester V embedded aqua culture syllabus and weightage for internship.

Theory is allotted for 300 marks with newly framed syllabus for semester V embedded aqua culture programme and internship offered by coastal aqua industries, Nellore for 600 marks.

Agenda Item No.20: As per the instructions of APSCHE or finalising the skill enhancement courses in Semester V. The paper from Semester IV titled, Interior design and decoration is shifted to Semester V and it is replaced with Family resource management in Semester IV.

Agenda Item No. 20: Approval of MOUs

1. MOU with HYM international certificate pvt. Ltd. Hyderabad from 2020-21.
2. MOU with Anvitha Life Care Pvt. Ltd., Naidupet, Nellore by the department of Chemistry
3. MOU with Hi-Tech pharma, Kovur by the department of Zoology

Agenda Item No. 21: Approval of expenditure to meet the purchase of journals, renewal of INFLIBNET membership and AMC for LIBSOFT for 2022-23

Agenda Item No. 22: Any other related points during the discussion

The matter is placed for approval

**D.K.GOVERNMENT DEGREE COLLEGE FOR WOMEN, NELLORE
ACADEMIC COUNCIL MEETING-6**

Resolutions

The academic council meeting for the academic year 2021-22 has taken place on 05-01-2022 at 3.00PM at virtual class room-2. The committee comprising University Nominees and experts from outside the college in various fields are present and discussed all the items in the Agenda.

The committee has passed the following resolutions unanimously.

1. Approval of ATR on the resolutions of previous AC meeting.

The committee resolved to approve the action taken report which is prepared based on the resolutions passed in the previous Academic council meeting held during the Academic year 2020-21.

2. Implementation of Autonomous status to the existing UG Courses.

The committee resolved to approve the implementation of the Autonomy for the existing UG courses for the sixth Academic year under the autonomous status as per the guidelines of the UGC and the same is recommended for the approval of GB.

3. Approval and implementation of Revised CBCS as per the norms of the APSCHE (w.e.f 2021-22) for the first and second year students.

The committee has resolved to approve the implementation of Revised CBCS as per the norms of APSCHE (w.e.f. 2021-22) for the first and second year students.

4. Approval and implementation of old CBCS as per the norms of the VS University, Nellore for the third year students.

The committee resolved to approve the implementation of the old CBCS as per the norms of the VS University, Nellore for third year students.

5. Approval of Syllabus of different Board of studies. For all LSCs and SDCs field work or project are the modes of internal assessment w.e.f. 2021-22.

The committee resolved to approve the syllabi of three year degree courses offered by the college and also recommended to GB for approval. It has also been resolved to approve all the LSCs and SDCs field work or projects are the modes of internal assessment w.e.f. 2021-22.

5.a. **Dr. Krishna Murthy, Head of the Dept. of English.**

(d) Syllabus

(e) Model Papers

- (f) Scheme of Valuation in English for General English, Communicative English, LSC for Personality development and Leadership and SDC in Journalistic Reporting and Business Communication

Dr. S. Krishna Murthy will move the matter. **Annexure 2**

The Chairman places before the Academic Council for consideration and approval with or without modifications.

5.b.Dr. K. V.Satyanarayana , Head of the **Dept. of Telugu**

(d) Syllabus

(e) Model Papers

(f) Scheme of Valuation in General Telugu, Special Telugu and

Dr. K. V.Satyanarayana will move the matter. **Annexure 3**

The Chairman places before the Academic Council for consideration and approval with or without modifications.

5.c.Dr. Md.Mahaboob, I/C of the **Dept. of Hindi**

(d) Syllabus

(e) Model Papers

(f) Scheme of Valuation in Hindi

Dr. Md.Mahaboob will move the matter **Annexure 4**

The Chairman places before the Academic Council for consideration and approval with or without modifications.

5.d.Dr. Md. Mahboob, Head of the **Dept. of Urdu**

(d) Syllabus

(e) Model Papers

(f) Scheme of Valuation in Urdu

Dr. Md. Mahboob will move the matter **Annexure 5**

The Chairman places before the Academic Council for consideration and approval with or without modifications.

5.e.S. Fathimunnisa Begum, Head of the **Dept. of History**

(d) Syllabus

(e) Model Papers

(f) Scheme of Valuation in History and Indian Culture and Science (sem 2 LSCs)
Tourism Guidance (sem 1 SDCs)

S. Fathimunnisa Begum, will move the matter **Annexure 6**

The Chairman places before the Academic Council for consideration and approval with or without modifications.

S.f.Dr.V.Chenchu Ramaiah Head of the **Dept. of Economics**

(d) Syllabus

(e) Model Papers

(f) Scheme of Valuation in Economics and Indian Culture and Science Survey & Reporting (SDCs Sem 2) , Financial Markets (sem 3 SDCs).

Dr.V.Chenchu Ramaiah, will move the matter **Annexure 7**

The Chairman places before the Academic Council for consideration and approval with or without modifications.

S.g.Sri. K. Joji, Head of the **Dept. of Political Science**

(d) Syllabus

(e) Model Papers

(f) Scheme of Valuation in Political Science and Public Relations (sem 1 SDCs)
Social Work Methods (sem 2 SDCs)

Sri. K. Joji, will move the matter **Annexure 8**

The Chairman places before the Academic Council for consideration and approval with or without modifications.

S.h.Smt.M.Lakshmi prasanna, Head of the **Dept. of Commerce**

(d) Syllabus

(e) Model Papers

(f) Scheme of Valuation in Commerce , Entrepreneurship (Sem 1 LSCs) , Insurance Promotion , Secretary Ship (Sem 1 SDCs) , Agricultural Marketing, Advertising,Logistics & Supply Chain (Sem 2 SDCs), Online Business (Sem 3, SDCs)

Smt.M.Lakshmi Prasanna move the matter **Annexure 9**

The Chairman places before the Academic Council for consideration and approval with or without modifications.

S.i.Dr. P. Victoria Rani, Head of the **Dept. of Botany**

(d) Syllabus

(e) Model Papers

(f) Scheme of Valuation in Botany and Environmental Education (sem 2 LSCs), Plant Nursery (SDCs in sem 1), Fruit & Vegetable Preservation ((SDCs in sem 2)

Dr. P. Victoria Rani will move the matter **Annexure 10**

The Chairman places before the Academic Council for consideration and approval with or without modifications.

S.j.Smt. T. Sri Ranjani, Head of the **Dept. of Zoology**

(d) Syllabus

(e) Model Papers

(f) Scheme of Valuation in Zoology , Health and Hygiene (Sem 2 in LSCs) and Dairy Techniques (sem 2 SDCs)

Smt. T. Sri Ranjani, will move the matter **Annexure 11**

The Chairman places before the Academic Council for consideration and approval with or without modifications.

S.k.Smt. T. Sri Ranjani, Head of the **Dept. of Zoology**

(d) Syllabus

(e) Model Papers

(f) Scheme of Valuation in Embedded Course in Aqua Culture Lab technology.

Smt. T. Sri Ranjani, will move the matter **Annexure 11**

The Chairman places before the Academic Council for consideration and approval with or without modifications.

S.LDr.A.V.Ramana Rao, Head of the **Dept. of Physics**

(d) Syllabus

(e) Model Papers

(f) Scheme of Valuation in Physics ,Electrical Appliances (SDCs Sem 1), Solar Energy (SDCs Sem 2)

S.LDr.A.V.Ramana Rao will move the matter **.Annexure 12**

The Chairman places before the Academic Council for consideration and approval with or without modifications.

5.m.Smt. D. Surendra, Head of the **Dept. of Chemistry**

(d) Syllabus

(e) Model Papers

(f) Scheme of Valuation in Chemistry and Food Adulteration (sem 2 SDCs), Environmental audit (Sem 3 SDCs)

S.m.Smt. D. Surendra will move the matter. **Annexure 13**

The Chairman places before the Academic Council for consideration and approval with or without modifications the following proposals of

S.n.Dr. K.Suvarna, Head of the **Dept. of Mathematics**

(d) Syllabus

(e) Model Papers

(f) Scheme of Valuation in Mathematics and Analytical skills (Sem LSCs)

Dr. K.Suvarna, will move the matter **Annexure 14**

The Chairman places before the Academic Council for consideration and approval with or without modifications.

S.o.Dr. K.Suvarna, I/C of the **Dept. of Statistics**

(d) Syllabus

(e) Model Papers

(f) Scheme of Valuation in Statistics and Elementary Statistics (Sem 2 LSCs)

Dr. K.Suvarna, will move the matter **Annexure 15**

The Chairman places before the Academic Council for consideration and approval with or without modifications.

S.o.Ms. K. Sai Sudha, Head of the **Dept. of Biotechnology**,

(d) Syllabus

(e) Model Papers

(f) Scheme of Valuation in Biotechnology

Ms. K. Sai Sudha, will move the matter **Annexure 16**

The Chairman places before the Academic Council for consideration and approval with or without modifications.

S.p.Smt.V.Kanya Kumari, Head of the **Dept. of Microbiology**,

(d) Syllabus

(e) Model Papers

(f) Scheme of Valuation in Microbiology

Smt.V.Kanya Kumari, will move the matter **Annexure 17**

The Chairman places before the Academic Council for consideration and approval with or without modifications.

S.q.Dr. C. Kalapriya, Head of the Dept. of Home Science

(d) Syllabus

(e) Model Papers

(f) Scheme of Valuation in Home Science

Dr. C. Kalapriya, will move the matter Annexure 18

The Chairman places before the Academic Council for consideration and approval with or without modifications.

S.r.B.Vidyullatha Head of the Dept. of Computer Science

(d) Syllabus

(e) Model Papers

(f) Scheme of Valuation in Computer Science and Information and Communication Technology (Sem I LSCs)

B.Vidyullatha, will move the matter Annexure 19

The Chairman places before the Academic Council for consideration and approval with or without modifications.

6. Results analysis for the academic year 2021-22.

The Chairman places the Results of UG courses for the academic year 2020-21 before the Academic Council. The committee approved the results analysis for the academic year 2020-21.

7. Implementation of Certificate courses.

It has been resolved by the committee to conduct at least one certificate course for each student. And it has been also approved to get additional 2 credits for the students those are completed the certificate course.

The following certificate courses are offered in various departments during this academic year with minimum fee

The following certificate courses are offered in various departments during this academic year with minimum fee

1. Dept. of English: Foundation course in English writing skills.
2. Dept. of Telugu: Srujanatmaka rachana.
3. Dept. of History: Historical importance of Nellore district.
4. Dept. of Commerce: TDC accounting and Tax returns filing.
5. Dept. of Political Science: Women law and Indian penal code.
6. Dept. of Home Science: Apparel Designing.

7. Dept. of Botany: Biological compost and marketing.
8. Dept. of Chemistry: Research methodology.
9. Dept. of Biotechnology: Molecular diagnostics.
10. Dept. of Computer science: Web designing.
11. Dept. of Zoology: Aqua culture Lab techniques.

8. Approval of Academic Calendar for the Academic year 2021-22.

The committee resolved to approve the academic calendar for the teaching and examination activities including the internal assessment and vacations.

9. Approval of project as assessment in cluster external assessment.

The committee resolved to approve the proposal of to introduce project as one paper in the cluster and the assessment of project is done objectively by an external examiner. There shall be basic research methodology which will be assessed internally for 30 marks while project report is assessed for 50 marks and 20 marks are allotted for the Viva Voce.

10. Approval of additional credits for Co-curricular and extracurricular activities.

The committee resolved to approve the proposal for the award of 1 additional credit for Online certificate course like Swayam/Offline certificate courses conducted by the departments, MOOCs, NPTEL, IIT Spoken Tutorials etc.

Credits are awarded at the time of completion of the Programme.

- i) 1 credit on submission of a certificate recording 100 hours of service in

any **TWO** of the following activities NCC/ NSS/ YRC/ RRC

- iii) To award 1 credit for 100 hours **community service** (Swachha Bharath/ Kishori Balika Vikasam) (certificate by a recognised trust or NGO).

3. To award 1 credit for state level achievement in literary and cultural activities

Credits are awarded at the time of completion of the Programme.

4. To award credits for active participation in sports and games

- iii) To award 1 credit for **winners at Inter University, State level**

- iv) To award 2 credits at **national level**

5. To award 1 credit for state level achievement in literary and cultural activities

Credits are awarded at the time of completion of the Programme.

6. To award credits for regular attendance to classes

To award 2 credits for attendance of 95% above through out the 6 semesters

11. Rules on Attendance requirements.

The committee resolved to approve the minimum attendance for a semester is placed at 75% which will be 67 days of the total number of 90 teaching days per semester.

12. Conduct of examinations and weightage of Internal and External Assessment.

The committee resolved to approve the proposal placed by academic council for conduct of examinations and weightage of Internal and External assessment.

- i) In various Boards of Studies the allotment of External and Internal Assessment is proposed to be 70% External and 30% Internal
- ii) The Examination notification period is proposed for 40 or 45 days before the commencement of external examination.
- iii) Two Internal assessments (Written test and Co-curricular Activities like assignments/ seminar /Group discussion/ compulsory group project in one semester of the year) are proposed considering the best of the two Internals.
- iv. Following the guidelines of CBCS, 40% is considered as minimum pass percentage in External evaluation.
- v. Evaluation scheme for Practical is proposed to be; (i) Internal evaluation for 50 marks in odd Semester (ii) External evaluation for 50 marks in even Semester.
- vi. Special external examination will be conducted for the students who have to miss their examinations in order to attend important NCC, NSS, Sports and Cultural events.
- vii. Instant examination will be conducted to the backlogs in 5 and 6 semesters for final year regular students who cleared 1 to 4 semesters.
- viii. After completion of the Programme maximum of three attempts are permitted for the supplementary.
- ix. Detained students will rejoin in the next year for the detained semester.
- x. In order to ensure fair conduct of examinations a team of observers is appointed by senior most faculties who are nominated by the committee constituted by the college. The team plays the role of internal squad in the conduct of internal as well as external examinations. If any case of malpractice is identified, then the

candidate is debarred from that paper and will be allowed to write other exams. The level of punishment will depend on the severity of malpractice which will be decided by the committee.

- xi. Students representing National Sports and Games and who are selected for training in specialized institutions are allowed to write the examinations after the submission of attendance certificate from the respective body.

13. Computation of Grades.

Resolved to approve the computation of grade per each semester following SGPA and at the end of 6th semester following CGPA and the same is recommended for approval to GB.

Marks	Letter grade	Performance classification	Class
95-100	O	Outstanding	Distinction
85-94	E	Excellent	
75-84	A	Very good	
60-74	B	Good	First
50-59	C	Average	Second
40-49	D	Pass	Third
<40	F	Fail	Fail

Computation of grade will be carried out at the end of sixth semester, following the CGPA (Cumulative Grade Point Average) formula when the candidate gets through all the six semesters. A student is eligible for the award of a grade only when the student completes all the subjects within three more academic years after the completion of their programme.

CGPA	Classification
7.5<CGPA	A Grade
6.0<CGPA	B Grade
5.0<CGPA	C Grade
4.0<CGPA	D Grade
<4.0	Fail

14. Proposal for moderation with grafting of marks.

The committee resolved to approve the moderation for grafting for two papers in which the pass percentage is less than 40 with a maximum of three marks for both papers.

Grafting is a procedure in which the individual who has got less marks than aggregate in one paper will be adjusted with a maximum of three marks from the high scored paper of that student. (Ex: for an MPC candidate, if she has failed with two marks in mathematics she will be benefited from the other subjects where she scored higher marks). Grafting allows transfer of marks from donor paper/s to make up the deficiency of marks in the failed paper/s. The first potential donor paper is that in which highest marks have been obtained. If other donor papers are required, those will be considered on the basis of descending order of marks. It is to be noted that grafting will not change the aggregate marks obtained by the student. After the grafting, the failed paper will be marked as passed.

- e. The maximum number of marks that can be transferred from any donor paper is **three** marks only.
- f. Grafting procedure is limited to **two papers**.
- g. The transfer of the marks will be allowed **from theory to theory or practical to practical papers**.
- h. Grafting is allowed **within the parts** only:
 - v. Part-A - Languages.
 - vi. Part-B - Foundation Courses.
 - vii. Part-C -Subjects.

15. Approval of expenditure on BOS meetings, AC meetings and remuneration GB meetings, remuneration paid by COE.

Resolved to approve the structure of remuneration paid by COE, honorarium and allowance as presented in the agenda for BOS meetings, AC meetings as well as the fees structure of examination. The same is recommended to GB for its approval.

BOS meetings

- ✓ Travel allowance(actual paid by the outstation visiting members)
- ✓ Sitting allowance of Rs.500/- per each external member

- ✓ Typing charges will be paid to the departments for the Programme, Specific Courses which are allotted to the departments. To pay 200/- rupees as typing charges separately for LSCs and SDCs.

AC meetings

- ✓ Travel allowance(actual paid by the outstation visiting members)
- ✓ Honorarium of Rs.1000/- per each external member

Conduct of examinations:

Fee structure for examinations

Semester End (semester I to semester V)

- ✓ B.A- Rs.700/-
- ✓ B.Sc. / B.Com- 800/-

Supplementary

- ✓ Single paper- Rs.250/-
- ✓ Two papers- Rs.400/-
- ✓ Three Papers- Rs.800/-
- ✓ Above three papers-Rs. 800/- (B.Sc./B.Com)
- ✓ Above three papers- Rs.700/- (B.A)

Semester VI

- ✓ B.A.- 1200/-(700 + 500)
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Revaluation Fees (Revaluation is permitted for only two papers)

- ✓ Each paper- Rs.450/- (per each paper)

Instant Examination fees

- ✓ One paper –Rs.1500/-(per each paper)
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- ✓ COE sitting Allowance- Rs 200/-

Remuneration for paper setting

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Examination Remuneration

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- ✓ Scribe for Blind/PH Candidate- Rs. 70/-
- ✓ TA or local allowance- Rs.100/- Per day

Evaluation charges

- ✓ Rs.15/- per Script (60/70 marks)
- ✓ Rs.10/-per script (practical)
- ✓ Rs.10/- per script (40/50 marks)
- ✓ Up to 5 Scripts Rs 100/- minimum
- ✓ Bundle handling charges (COE)- Rs.40/-
- ✓ Bundle handling charges for Attender - Rs.20/-

Scrutiny

- ✓ Coding and Decoding Rs.2/- Per Script
- ✓ For scrutiny Rs. 3/- per Script

16. Approval of college and library timings.

- ✓ The committee resolved to approve the college timings are from 10. 00 A.M to 5. P.M
- ✓ Classes run from 10-4 with a lunch break of one hour from 1.00 A.M to 2.00P.M
- ✓ Resolved to approve the Library timings are from 9.00 A.M to 1. P.M and from 3.00 P.M to 6.00 P.M.

17. Approval of Re-constitution of Statutory and Non-statutory bodies.

(Academic Cell Committee and Controller of Examinations)

The committee has resolved to approve the partially reconstituted Academic Cell Committee and Controller of Examinations.

Constitution of Academic Council with the following Members

Smt. D.Surendra, Lecturer in Chemistry D.K.Govt College for Women (A), Nellore	Academic Coordinator
Smt. P.Uma Maheswari, Lecturer in English D.K.Govt College for Women (A), Nellore	Academic Member
Dr.J.Krishna Prasad Babu, Lecturer in History D.K.Govt College for Women (A), Nellore	Academic Member
Dr.R.Vijaya Bhaskar, Lecturer in Commerce D.K.Govt College for Women (A), Nellore	Academic Member
Dr.K.P.P.R.Mohana Reddy, Lecturer in Chemistry D.K.Govt College for Women (A), Nellore	Academic Member
Smt.Md.Sameera, Lecturer in Computer Science D.K.Govt College for Women (A), Nellore	Academic Member

Constitution of COE with the following Members

Dr.P.Victoria Rani, Lecturer in Botany D.K.Govt College for Women (A), Nellore	Controller of Examination
Smt. K.Sai Sudha, Lecturer in Bio-Technology D.K.Govt College for Women (A), Nellore	Assistant Controller of Examination
Dr.K.Sravan Kumar, Lecturer in History D.K.Govt College for Women (A), Nellore	Assistant Controller of Examination

18. Introduction of new courses from 2021-22.

The committee resolved to approve the introduction of following courses during the academic year 2021-22.

- **B.A.(Economics, Statistics and Computers)**
- **M.Sc Computer science**
- **Revival of M.A.English and M.A.Telugu**

19. Approval of newly framed syllabus for semester V embedded aquaculture syllabus and weightage for internship.

The committee resolved to approve the semester V embedded aquaculture syllabus and weightage for internship.

Theory is allotted for 300 marks with newly framed syllabus for semester V embedded aqua culture programme and internship offered by coastal aqua industries, Nellore for 600 marks.

20. Approval of Skill enhancement courses in Home science for Semester V.

The committee resolved to approve the Skill enhancement courses in Semester V by the instructions of APSCHE. The paper from Semester IV titled, Interier design and decoration is shifted to Semester V and it is replaced with Family resource management in Semester IV.

21. Approval of MOUs.

The committee has resolved to approve the MOUs taken from various companies.

1. MOU with HYM international certificate pvt. Ltd. Hyderabad from 2020-21.
2. MOU with Anvitha Life Care Pvt. Ltd., Naidupet, Nellore by the department of Chemistry
3. MOU with Hi-Tech pharma, Kovur by the department of Zoology.

22. Approval of expenditure to meet the purchase of journals, renewal of INFLIBNET membership and AMC for LIBSOFT for 2022-23.

The committee has resolved to approve the proposal for the purchase of journals, renewal of INFLIBNET membership and AMC for LIBSOFT for 2022-23.



DODLA KOUSALYAMMA GOVERNMENT COLLEGE FOR WOMEN

Nellore, Andhra Pradesh - 524003

Autonomous College, College with Potential For Excellence

Re-accredited with 'A' Grade by NAAC



UGC ACADEMIC CALENDAR 2021-2022

Particulars/ Details	I Year		II Year		III Year	
	I SEM	II SEM	III SEM	IV SEM	V SEM	VI SEM
Class work Commencement	18.11.2021	11.04.2022	08.11.2021	01.04.2022	20.09.2021	01.02.2022
Closure of Instructions	17.03.2022	30.07.2022	05.03.2022	23.07.2022	22.01.2022	28.05.2022
Total number of Working Days	90	90	90	90	90	90
I Internal Examinations	03.01.2022 to 06.01.2022	24.05.2022 to 26.05.2022	20.12.2021 to 22.12.2021	15.05.2022 to 17.05.2022	01.11.2021 to 03.11.2021	15.03.2022 to 17.03.2022
II Internal Examinations	19.02.2022 to 23.02.2022	11.07.2022 to 13.07.2022	01.02.2022 to 03.02.2022	06.07.2022 to 08.07.2022	01.12.2021 to 03.12.2021	05.05.2022 to 07.05.2022
Practical Examinations	04.04.2022 to 09.04.2022	01.08.2022 to 06.08.2022	21.03.2022 to 25.03.2022	25.07.2022 to 30.07.2022	17.01.2022 to 19.01.2022	30.05.2022 to 04.06.2022
Theory Examinations	21.03.2022 to 30.03.2022	08.08.2022 to 18.08.2022	07.03.2022 to 16.03.2022	01.08.2022 to 06.08.2022	24.01.2022 to 31.01.2022	06.06.2022 to 11.06.2022
Summer Vacation	<div>1964 - 2014</div> 01.06.2022 to 30.06.2022					

Note: Implement blended mode of teaching/learning in summer vacation for I and II year

Students to complete mandatory teaching hours.

[Signature]

Principal

D.K.Govt. College for Women (C)
NELLORE.

D.K.GOV'T.COLLEGE FOR WOMEN, NELLORE
RESOLUTION FOR FC MEETING

2021-22

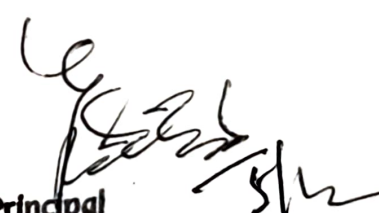
The finance committee met at Principal chamber under chairmanship of
Dr.D.Giri, Principal at 3.00PM on 01.12.2021.

Resolutions

1. It is resolved that the financial matters of this institution from 31.01.2020 to till date of conducting A.C. meeting stand ratified.
2. It is resolved to identify the financial year is always before the period from 01.04 to 31.03, (i.e. first April to 31st March) every year.
3. It is also resolved to recommend that the resolutions of financial meeting need to be approved by the Governing Body.
4. It is resolved that all purchases should be done by the college purchases committee as per the procedure.
5. It is resolved that to conduct G.B meetings, A.C meeting, BOS meetings, FC meeting for which the complete expenditure given by the Academic coordinator of Academic cell need to be met from the Autonomous examination cell.
6. It is resolved to extend pending honorarium of controller of exams and Asst. Controller of Exams of Autonomous Exam cell will be paid as arrears for the period from 01.08.2017 to 30.09.2021. (i.e. arrears of Rs.392,000/{ rupees three lakhs ninety two thousand rupees only}.
7. It is also resolved that the honorarium of examination cell members, like controller, additional controller, programmer, office subordinate and etc. to be paid every month.
8. It is also resolved to accept the tentative proposal income and expenditure for the year 2021-22 of the Autonomous exam cell.
9. It is resolved to increase the CPDC student contribution from Rs. 200 to Rs. 400 w.e.f 2021-22.
10. It is resolved to ratify the amount of Rs. 1,16,525 (one lakh sixteen thousand five hundred and twenty five rupees only) which was already met from the accumulated restructured course fee funds towards maintenance of OTLP APP as per CCE Proceedings. Also resolved that as per request of HOD Zoology Rs. 30,000 need to be paid towards training of Fifth Semester

students in the Zoology Embedded Program need to be paid to Aqua industries Nellore.

11. It is resolved to recommend the principal to draw and pay the forth coming expenditure of maintenance of OTLP app if any.
12. It is resolved to ratify an amount of Rs.20088 Towards the payment of Guest faculty honorarium and rupees Rs. 3,46,499 contingent staff for the month from 1st April – 20202 to 31st March 2021 and it is here be ratified.
13. It is resolved that the honorarium of guest faculty who are engaged in various departments against sufficient workload is enhanced from Rs. 100 to Rs. 200 w.e.f on 01.12.2021 on wards as per CCE Proceedings.
14. It is resolved to increase the honorarium of JKC mentor Rs. 4000 to Rs.6000 per month and the condition that the JKC batch must be simultaneously conducted and the honorarium may be drawn from the available JKC funds.
15. It is resolved to accept the proposal received from the departments of computer and COE towards allotment of new RUSA Building for first floor to computer lab and COE on the Ground floor, the expenditure booked for these purchases may be met from the restructured course fee funds ~~of funds~~.
16. It is resolved to meet the expenditure of ISO certifications of Rs. 23,600 (twenty three thousand six hundred rupees only) from the available DRC funds on recoupment basis from restructure fee funds.


Principal
D.K.Govt. College for Women (A)
NELLORE.


5/1/21


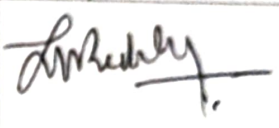




**D.K.GOVERNMENT DEGREE COLLEGE FOR WOMEN
(AUTONOMOUS), NELLORE**



(Reaccredited with "A" Grade by NAAC 3.01 CGPA)


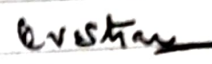


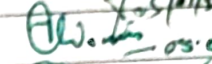

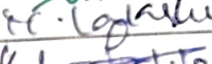
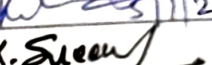

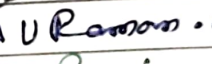
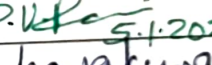
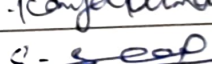


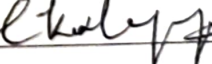



5th January 2022

The following members graced the Academic Council meeting (online/offline) on 5th January 2022 and approved the resolutions.

S.No	Name & Designation	Designation	Signature
1	Dr.D.Giri, M.Sc, Ph.D. Principal,	Chair Person	
2	Dr. L.V.K.Reddy, M.Sc., Ph. D Registrar, Vikrama Simhapuri University, Nellore Mobile No: 9100058607	University Nominee	
3	Dr.G.Vijay Anand, M.Sc., Ph. D. Dean, CDC, Vikrama Simhapuri University, Nellore Mobile No: 9701661371	University Nominee	
4	Prof. Suja S. Nair, M.BA., Ph. D Principal, University College of Arts & Sciences, Vikrama Simhapuri University, Nellore, Mobile No: 9182242331	University Nominee	
5	Sri Dodla Sessa Reddy, Chairman, Dodla diary, Nellore. Mobile No: 9849982478	Member (Industry)	
6	Dr.V.Krishna Kumar, Retired Principal, Flat No.201, AK Nagar, Current office Centre, Nellore. Mobile No:9849562910	Member (Education)	
7	Dr.S.Chaitanya, M.B.B.S., Gynecology Sri Chaitanya Hospital, Nellore Mobile No: 9440709249	Member (Medicine)	
8	Sri Sri Hari Reddy, Chartered Accountant Vijaya Mahal Centre, Nellore. Mobile No: 9246825663	Member (Accounting)	

Principal & Chairman
Academic Council
D. K. Govt. College for Women (A)
Nellore.

All Heads of the Departments in the College

Sl. No.	Name of the Lecturer	Head of the Department	Signature
1.	Dr. Ch. Krishna Murthy, M.A., Ph.D.	English	
2.	Dr. K.V. Satyanarayana, M.A., Ph.D.	Telugu	
3.	Sri S. Surendra, M.A.	Hindi	
4.	Dr. Md. Mahboob, M.A., M.Phil., Ph.D.	Urdu	
5.	Ms. S. Fathimunnisa Begum, M.A.	History	
6.	Dr. V. Chenchu Ramaiah, M.A., Ph.D.	Economics	 03.01.2022
7.	Sri. Joji Kamatham, M.A., M.Ed.	Political Science	 03.01.2022
8.	Smt. M. Lakshmi Prasanna, M.Com., M.Phil.	Commerce	 03.01.2022
9.	Dr. K. Suvarna, M.Sc., Ph.D	Mathematics	 03.01.2022
10.	Dr. K. Suvarna, M.Sc., Ph.D CRINTYASULV	I/C of Statistics	
11.	Smt. D. Surendra, M.Sc.	Chemistry	
12.	Dr. A.V. Ramana Rao, M.Sc., Ph.D. M. Phil	Physics	 A U Ramana . 15
13.	Dr. P. Victoria Rani, M.Sc., Ph.D.	Botany	 5.1.2022
14.	Smt. E. Kanya Kumari, M.Sc.	Microbiology	 E. Kanya Kumari
15.	Smt. K. Sai Sudha, M.Sc.	Biotechnology	 S. Sai Sudha
16.	Dr. T. Sri Ranjani, M.Sc., M.Phil. Ph.D.	Zoology	 T. Sri Ranjani
17.	Smt. B. Vidyullatha, M.Tech.,	Computer Science	 B. Vidyullatha
18.	Dr. C. Kala Priya, M.Sc., Ph.D.	Home Science	 C. Kala Priya

Member Secretary:

Smt.D.Surendra, M.Sc., M.ED.

 5/1/22
Faculty

Nominated by the Principal

 5/1
Principal & Chair Person

Academic Council

D. K Govt. College for Women (A),

Nellore