



SKR & SKR GOVERNMENT DEGREE COLLEGE FOR WOMEN

(Autonomous)

Reaccredited with 'B' Grade by NAAC

KADAPA – 516001 (A.P)

Minutes of ACADEMIC COUNCIL MEETING – IV

Date: 1st April, 2021

Time: 3:00 P.M

SKR & SKR Govt. College for Women (A), Kadapa.
Reaccredited with 'B' Grade by NAAC
website: www.skrgdcwkadapa.org

ACADEMIC COUNCIL MEETING – 4

Date: 01-04-2021 at 3.00 PM

PROGRAMME

1. Welcome & Introducing the University Nominees
Dr. D. ARUNA KUMARI
Lecturer in Zoology

2. Initiation:
Smt. Dr. P. SUBBA LAKSHUMMA
M.Com., M.Phil., Ph.D.
Principal
SKR & SKR Govt. College for Women (A),
Kadapa.

3. Submission of Agenda to AC:
Smt. L. SUDHEERA
Lecturer in Chemistry &
Member Secretary,
Academic Council – Agenda
Items Presentation

By the University Nominees and Experts

4. Remarks & Suggestions:

By Academic Council Members

5. Finalization of Draft Copy of Minutes:
Smt. D. WINNIE TEJA
Lecturer in Chemistry

6. Vote of Thanks:

**SKR & SKR GOVERNMENT COLLEGE FOR WOMEN (A), KADAPA, ANDHRA
PRADESH.**

Reaccredited with 'B' Grade by NAAC

ACADEMIC COUNCIL MEETING – IV (2020-21)

DATE: 01-04-2021

COMPOSITION OF ACADEMIC COUNCIL

S.No.	NAME AND DESIGNATION	CADRE
1.	Dr. P. Subba Lakshumma, M.Com., M.Phil., Ph.D. Principal, SKR & SKR GOVERNMENT COLLEGE FOR WOMEN (A), KADAPA.	Chair Person
2.	Prof. A. G. Damu Department of Chemistry, Yogi Vemana University, Kadapa.	University Nominee
3.	Prof. T. Ram Prasad Reddy Department of Telugu, Yogi Vemana University, Kadapa.	University Nominee
4.	Prof. T. Srinivas Department of Business Administration, Yogi Vemana University, Kadapa.	University Nominee
5.	Sri. T. Sekhar Reddy Advocate/Notary, Maruthi Nagar, Kadapa.	Member – Law
6.	Sri. S. Guru Sankar Industrialist	Member – Industries

	Chaitanya Chemicals Industrial Estate, Kadapa.	
7.	Dr. K. Sasi Kala Gynecologist, Sri Lakshmi Maternity Hospital, Nagarajupet, Kadapa.	Member – Medicine
8.	Sri. Posa Prasad Auditor, H.G. Street, Madras Road, Kadapa.	Member – Commerce
9.	N. Rama Krishna, Lecturer In Charge, Dept. of English	Member
10.	Dr. Shazeeya begum, Lecturer In Charge, Dept. of Telugu	Member
11.	PMR. Jayanthi, Lecturer In Charge, Dept. of Hindi	Member
12.	Dr. Shazeeya Begum, Lecturer In Charge, Dept. of Urdu.	Member
13.	B. Gangadhar, Lecturer In Charge, Dept. of History	Member
14.	G. Vijaya lakshmi, Lecturer In Charge, Dept. of Economics	Member
15.	M. Veera Bhadraiah, Lecturer In Charge, Dept. of Political Science	Member
16.	N. Rama Krishna, Lecturer In Charge, Dept. of Special English	Member
17.	Dr. Saziya Begum, Lecturer In Charge, Dept. of Special Urdu.	Member
18.	B. Gangadhar, Lecturer In Charge, Dept. of Tourism & Travel Management	Member
19.	V. Sree Rama Reddy, Lecturer In Charge, Dept. of Commerce	Member
20.	I. Nageswar Reddy, Lecturer In Charge, Dept. of Statistics	Member
21.	B. Yugavani Lecturer In Charge, Dept. of Botany	Member

22.	B. Swarna Mary, Lecturer In Charge, Dept. of Zoology	Member
23.	Dr. Ch. Sravanthi, Lecturer In Charge, Dept. of Microbiology	Member
24.	Dr. K. Nagamuni Reddy, Lecturer In Charge, Dept. of Biochemistry	Member
25.	Dr. D. Aruna Kumari, Lecturer In Charge, Dept. of Biotechnology	Member
26.	K. Namratha, Lecturer In Charge, Dept. of Mathematics	Member
27.	Dr. M. Padmavathi, Lecturer In Charge, Dept. of Physics	Member
28.	L. Sudheera, Lecturer In Charge, Dept. of Chemistry	Member
29.	A. Haritha, Lecturer In Charge, Dept. of Computer Science & CA	Member
30.	Dr. M. Padamavathi, Lecturer In Charge, Dept. of Electronics	Member
31.	Dr. Shazeeya Begum, Lecturer In Charge, Dept. of HVPE	Member
32.	N. Rama Krishna, Lecturer In Charge, Dept. of English (PG), MA English	Member
33.	K. Madan Mohan, Physical Director, Dept. of Physical Education	Member
34.	B. Yugavani, Lecturer in Botany, Controller of Examinations	Member
35.	Smt. C.V. Krishnaveni, Lecturer in Computer Science, IQAC Coordinator	Member
36.	L. Sudheera , Lecturer In Charge, Dept. of Chemistry	Member-Secretary

PRINCIPAL

**SKR & SKR Govt. College for Women (A), Kadapa.
Reaccredited with 'B' Grade by NAAC**

ACADEMIC COUNCIL MEETING – IV

Date: 01-04-2021 at 3:00 PM

<u>AGENDA</u>	
1.	About the College
2.	Welcome by the Chair Person
3.	Self-introduction of the Members
4.	Action Taken report on AC Meeting – III Resolutions
5.	Academic and BOS Council Functions
6.	Approval of Curriculum Structure of all UG & PG Programmes
7.	Nomination of two experts in each Board of Studies of UG courses
8.	Approval of Examiners and Question Paper Setters
9.	Approval of Academic Calendar
10.	Approval of CBCS Rules and Regulations
11.	Assessment of Student Performance

12.	Continuous Internal Assessment
13.	Result Analysis
14.	Innovations in Teaching & Learning
15.	Certificate Courses
16.	Approval of New Market Oriented UG & PG Courses
17.	Extra and Co – Curricular Activities
18.	Revision of Regulations and Curriculum
19.	Initiation of Academic Prizes & Medals
20.	Scholarships
21.	Awarding Incentives to Research Activities
22.	Requirements for proceeding to subsequent semester (Promotion)
23.	Condonation of Attendance
24.	Readmission
25.	Student Discipline
26.	Engaging Guest Faculty
27.	Table of Agenda if any
28.	Date of next Academic Council meeting

SKR & SKR Govt. College for Women (A), Kadapa.
Minutes of Fourth meeting of Academic Council
Date: 01-04-2021

AGENDA NOTES

The fourth meeting of Academic Council of SKR & SKR Govt. College for Women (A), Kadapa is held on 01-04-2021 at 3-00 p.m. in Library of the college.

Quorum

Quorum was maintained throughout the meeting.

About the College

SKR & SKR Government College for Women (A), Kadapa was established in the year 1973 with an aim to cater to the higher educational needs of women students in the landscape of Royalaseema region and to empower women folk to face the global challenges with competencies for their sustainability. Outcome based education policy is implemented in reaching the expectations of the women students. At present the college is offering 15 UG programs and 02 PG programs in Conventional and Re-structured (Self-finance) programs. It is renowned for its quality and in the vicinity in and around Kadapa District. The institute has completed two NAAC cycles and ready to go for third cycle in Dec, 2022. Under the leadership of eminent Principal and experienced staff, the college attained Autonomous Status for a period of six years and completed its first three academic years in Autonomous pattern in the Academic years 2017-18, 2018-19 and 2019-20 successfully.

Since its establishment in 1973, the college has been exhibiting phenomenal growth and development in terms of academic excellence, co-curricular and extra-curricular aspects. While serving the educational needs of the students of socially, economically and academically poor background, this institution has genuinely attempted to contribute its optimum towards the noble cause. In a bid to impart quality education to the students, the highly learned faculty of this college has been sincerely extending services with unswerving commitment to the institution. The basic amenities required are effectively provided to the students. Student centric and innovative teaching pedagogies are being adopted successfully for the better teaching-learning practices in a blended manner i.e., both online and offline. The college is endeavoring to reach the excellence by providing all pervasive education through various activities linked with academic prosperity such as classroom seminars, field study projects, guest lecturers of the scholars, science exhibitions, national festivals, cultural programs, JKC training, RRC, NCC, NSS, sports and games. The college has been identified for its best discipline and strict policy of conduction of various examinations.

Item No. 1: Welcome by the Chair Person:

At the outset of the meeting the chairperson Dr. P. Subba Lakshumma, Principal of this college, heartily welcomed all the members to the Meeting of Academic Council constituted. She hoped that, she would receive cooperation and guidance from all the distinguished and knowledgeable members with high academic reputation in achieving aims and objectives of the institution.

Item No. 2: Self introduction of the Members:

The chairperson requested all the members for self-introduction. All the members of the Academic Council introduced themselves.

Item No.3: Action Taken Report on AC meeting-3 Resolutions :

The Chair Person and Principal, Dr. P. Subba Lakshumma garu appreciated the experts and members that the third Academic Council meeting held on 02-08-2019 and presented the action taken report in accordance with the resolutions/suggestions made in the 3rd Academic Council Meeting.

All the Academic regulations and resolutions that have been successfully implemented. Detailed Action taken report is provided in the Annexure- III. The Principal briefed all academic, co-curricular extra-curricular, and NSS/NCC/Sports activities conducted during the year 2019-20.

Submitted to Academic Council for approval

Item No. 4: Structure and Functions of Academic Council & BOS:

The Academic Council noted the Guidelines for Autonomous Colleges during the 12th plan period published by UGC and discussed the duties and responsibilities of BOS and Academic Council. The Structure and Functions of Academic Council and Board of Studies play vital role in framing curriculum, and academic policies. All the members resolved to work collectively with team spirit while transacting curriculum to the students in attaining Programme Outcomes, Programme Specific Outcomes and Course Outcomes as per the guidelines of UGC (Annexure – II).

Item No. 5: Approval of the Curriculum for I and II Semesters of UG and PG Courses in BOS Meetings:

The BOS meetings in all the subjects for the Academic Year 2020-21 were conducted in Feb, 2021 I Year (I and II Semesters) UG programs to design academic curriculum for the Academic Year 2020-21 and the salient academic issues discussed and approved by BOS. To nurture student proficiency, Life Skill foundation courses were introduced in I and II semesters in all I year UG programs with 2 grade points per each course in I and II semesters, which certainly help the students to enhance the knowledge, computer skills, entrepreneurial skills, qualities, values, competencies and creativity. They are mandatory for all programmes.

Life Skill Courses for I Semester:

Sl. No.	Name of Life Skill Course	Teaching Hours
1	Computer Applications (CS Department	2 Hours
2	Human Values and Professional Ethics (English/Telugu/Any Dept.)	2 Hours
3	Entrepreneurship (Commerce)	2 Hours

Skill Development Courses for I Semester:

Sl. No.	Name of Life Skill Course	Teaching Hours
1	Stream -A {Arts}	2 Hours
	Tourism Guidance	2 Hours
	Public Relations	2 Hours
2	Stream -B {Commerce}	2 Hours
	Office Secretaryship	2 Hours
	Insurance Promotion	2 Hours
3	Stream -C {Science}	2 Hours
	Electrical Applications {Physics}	2 Hours
	Plant Nursery {Botany}	2 Hours

Life Skill Courses for II Semester:

Sl. No.	Name of Life Skill Course	Teaching Hours
1	Information and communication Technology (Computers)	2 Hours

2	Indian Culture and Science (History/Science)	2 Hours
3	Elementary Statistics (Statistics/Maths/Economics/Commerce)	2 Hours

Skill Development Courses for II Semester:

Sl. No.	Name of Skill Development Course	Teaching Hours
1	Stream -A {Arts} A. Journalistic reporting (English) B. Survey and reporting (Economics/History) C. Social Work methods (Political Science) D. Performing Arts (Telugu)	2 Hours 2 Hours 2 Hours 2 Hours
2	Stream -B {Commerce} A. Agricultural Marketing B. Business Communication (English) C. Advertising D. Logistics and Supply Chain	2 Hours 2 Hours 2 Hours 2 Hours
3	Stream -C {Science} A. Solar Energy (Physics) B. Fruits and vegetable Preservation (Botany) C. Dairy Technologies (Zoology) D. Food Adulteration (Chemistry)	2 Hours 2 Hours 2 Hours 2 Hours

The above approved curriculum is in BOS meetings by Department Lecturers-in-charge submitted to the Academic Council for discussion and approval.

Item No.6: Nomination of two experts in each Board of Studies of UG & PG course:

The Academic Council approved list of two subject experts from outside to the Board of Studies of each Department of the College for the period of 2 years submitted by concerned Academic Council Members of the Institution.

List of Subject Experts:

S.No	Name of the Department	Name of the Subject Expert	College
1	English	Dr. V. Siva Prasad Reader in English	SVDC, Kadapa.
		Mrs. G.P. Asha Lastha Lec.in English	GDC, Yerraguntla, Kadapa Dist.
2	Telugu	Dr. K. Sundareswar Rao	GDCM{A}, Kadapa.
		Dr.P. Hazrathiah	GDC,Rajampet Kadapa Dist.

3	Hindi	Smt. M. Parvathi, Lect. In Hindi	GDC, Nandikotkur
		Dr. K.Madhavi	GDC Khairathabad, Hyderabad.
4	Urdu	Dr.Syed Vasiulla Baskhtiary Lec.in Urdu	GDC, Rayachoty, Kadapa Dist.
		Dr.Shaik Farooq Basha, Lec.in Urdu	GDC, Rayachoty, Kadapa Dist.
5	History	Dr.B.R.Prasad Reddy, Prof.of History	GDC, Dharmavaram, Ananthapuram Dist.
		Dr. M. Ramesh Lec. In History	GDCM{A}, Kadapa
6	Economics	Dr. T. Sudarshana Reddy Dept. of Economics	YVU, Kadapa,
		Dr. B. Vijaya Kumar, Lec . In Economics	GDCM{A}, Kadapa.
7	Political Science	Dr.P. Hariprasad Lec. In Political Science	GDCM{A}, Kadapa.
		Dr. C. Rama Mohan Reddy, Lec. In Political Science	SKSCDC, Proddatur, Kadapa Dist.
8	Special English	Dr. V. Siva Prasad Reader in English	SVDC, Kadapa.
		Mrs. G.P. Asha Lastha Lec.in English	GDC,Yerraguntla Kadapa dt
9	Special Urdu	Dr.SyedVasiullaBaskhtiary Lec.in Urdu	GDC, Rayachoty Kadapa Dist.
		Dr.Shaik Farooq Basha Lec.in Urdu	GDC, Rayachoty Kadapa Dist.
10	Tourism & Travel Management	I.L.N. Chandra Sekhar Rao Lec. In History	GDC, Rajampeta, Kadapa Dist.
		N. Siva Parvathi Lec. In History	GDCM{A}, Kadapa
11	Commerce	Dr.T.MadhuSudhan Lec. In Commerce	GDCM{A}, Kadapa
		Dr.P.Neelaiah, Lec. In Commerce	. GDCM{A}, Kadapa
12	Statistics	Dr.G.Satya Narayana Reddy	. GDCM{A}, Kadapa
		Dr. H.Ravi Sankar Lec. In Statistics	Layola DC PLVD Kadapa Dist.
13	Botany	Dr.P.V. Krishna Rao Lec. In Botony	GDCM(A), Kadapa
		Smt. Y.Nagarathnamma Lec. In Botony	GDCM(A), Kadapa.
14	Zoology	Dr.P.Sachi Devi, Lec. In Zoology	GDCM{A}, Kadapa
		Smt. Vara Lakshmi, Lec. In Zoology	GDC, Mydukuru, Kadapa Dist.
15	Micro- Biology	Dr. B.Adinarayana,	GDC, Rajampeta,

		Lec. In Botany	Kadapa Dist.
		P.Kalpana Lec. In Biotechnology	GDCM{A}, Kadapa
16	Bio-chemistry	Dr.M.V.Suresh Babu, Lec. In Botany	GDC, Rajampeta, Kadapa Dist.
		Dr. Y. Savithri, Lec. In Zoology	GDCM{A}, Kadapa
17	Bio-Tech	P. Kalpana Lec. In Biotechnology	GDCM{A}, Kadapa
		Smt.G, Indravathi Lec. In Biotechnology	KVR,GDCW{A} Kurnool.
18	Mathematics	DR.A. NaghaBhusan Reddy Lec. In Mathamatics	GDCM{A}, Kadapa
		Dr. S.Navaneeswar Reddy Lec. In M athamatics	GDCM{A}, Kadapa
19	Physics	Dr. ShsnthiLatha Lec. In Physics.	GDCM{A}, Kadapa
		Dr.H. Sudhakar Rao	GDCM{A}, Kadapa
20	Chemistry	Smt.B. Rajeswari Lec. In Chemistry	GDCM{A}, Kadapa
		Dr.N.Anand Kumar Reddy Reader in Chemistry	SVDC. Kadapa
21	Computer Science and applications	Sri.G. Dayanandam Lec in Computer Science	GDCM{A}, Kadapa
		Dr.A. Sri Lakshmi, Lec. In Computer Applications	GDC,Rly.Kodur, Kadapa Dist.
22	Electronics	Dr.K.Venkata Rao	SBVR DC, Badvel, Kadapa
		M. Sreenivasulu, Lect in Electronics	GDCM (A), Kadapa
23	Horticulture	Dr. P. V Krishna Reddy, Lect in Botany	GDCM{A}, Kadapa
		Dr.M.V.Suresh Babu, Lec. In Botany	GDC, Rajampeta, Kadapa Dist.
24	Human Values and Professional Ethics	Dr.K. Sundareswar Rao	GDCM{A}, Kadapa
		Dr.P. Hazrathaiiah	GDC,Rajampet Kadapa Dist.
25	PG - M.A English	Dr. V. Siva Prasad Reader in English	SVDC, Kadapa
		Mrs. G.P. Asha Latha Lec.in English	GDC,Yerraguntla Kadapa dt

Item No. 7 :Approval of List of Examiners and Question Paper setters :

The panel lists of Examiners and Question Papers Setters for all UG & PG programs for the academic year 2020 – 21 submitted by concerned Academic Council members which were approved by respective BOS members are accepted (Annexure – IV).

Item No.8 : Approval of Academic Calendar:

The Academic calendar for I, II- & III-year UG & I & II-year PG programs in Autonomous structure is approved for the academic year 2020-21. Academic Council of the institution decided to follow Academic Calendar for I, II & III Year program for the year 2020-21.

SKR & SKR Govt. College for Women (A), Kadapa.

Academic Calendar: 2020 - 21

I, III and V Semesters

S.No.	PARTICULARS	DATE
1	Re-opening of the College after summer vacation and commencement of classes for III & V semesters	Online classes 03-08-2020
		Offline classes 02-11-2020
2	Online Admissions into I year UG Programs	
	Admissions into I year UG Programs – Phase-I	25.01.2021 to 27.01.2021
	Admissions into I year UG Programs – Phase-II	22.02.2021 to 25.02.2021
	Admissions into I year UG Programs – Phase-III	08.03.2021 to 09.03.2021
	Spot admissions	15.03.2021 to 31-03.2021
3	Commencement of Classes for I semester	28.01.2021
4	Last date for admission into I semester of UG Courses	22.03.2021
5	Commencement of I internal exams for III and V semesters	05.12.2020 to 09.12.2020
6	Commencement of II internal exams for III and V semesters	18.01.2021 to 21-01-2021
7	Exam notification and last date for payment of fee for III and V semesters	22.02.2021 to 04.03.2021
8	Last date for submission of student consolidated attendance to COE (A)	06.03.2021
9	Commencement of Practical examinations for III and V semesters	03.03.2021 to 10-03-2021
10	Last Instruction Day for III and V semesters	06.03.2021
11	Commencement of End Semester examinations for III and V semesters	05.03.2021 to 29.03.2021
12	Results announcement for III and V semesters	25.04.2021
13	Commencement of I internal exams for I semester	30.03.2021 to 03.04.2021
14	Commencement of II internal exams for I semester	28.04.2021 to 30.04.2021
15	Exam notification and last date for payment of fee for I semester	15.04.2021 to 25.04.2021
16	Last date for submission of student consolidated attendance to COE (A)	30.04.2021

17	Commencement of Practical examinations for I semester	01.05.2021 to 04-05-2021
18	Last Instruction Day for I semester	30.04.2021
19	Commencement of End Semester examinations for I semester	10.05.2021 to 18.05.2021
20	Results announcement for I Semester	30.05.2021

II, IV and VI Semesters		
S.No	PARTICULARS	DATE
1	Commencement of Classes for IV and VI semesters	30.03.2021
2	Commencement of Classes for II semesters	24.05.2021
3	Commencement of I internal examinations for IV and VI semesters	01.06.2021
4	Commencement of I internal examinations for II semesters	25.06.2021
5	Commencement of II internal examinations for IV and VI semesters	01.07.2021
6	Commencement of II internal examinations for II semesters	05.07.2021
7	Last date for submission of student consolidated attendance to COE (A) for IV and VI semesters	07.08.2021
8	Last date for submission of student consolidated attendance to COE (A) for II semesters	21.08.2021
9	Exam notification and last date for payment of fee for IV and VI semesters	10.07.2021 to 25.07.2021
10	Exam notification and last date for payment of fee for II semesters	01.08.2021 to 15.08.2021
11	Last Instruction Day for IV and VI semesters	07.08.2021
12	Last Instruction Day for II semesters	21.08.2021
13	Commencement of Practical Examinations for IV and VI semesters	25.07.2021 to 31-07-2021
14	Commencement of Practical Examinations for II semesters	16.08.2021 to 22-08-2021
15	Commencement of End Semester examinations for IV and VI semesters	09.08.2021 to 20.08.2021
16	Publication of Results for IV and VI semesters	31.08.2021
17	Commencement of End Semester examinations for II semesters	30.08.2021 to 08.09.2021
18	Publication of Results for II semester	20.09.2021

Item No.9 : Approval of CBCS Rules and Regulations :

The CBCS provides an opportunity for the students to choose courses from the prescribed courses comprising Core, Elective, and Skill Based Courses. The uniform grading system will benefit the Students and also enable potential employers in assessing the performance of the candidates. In CBCS pattern the Autonomous College have the flexibility and freedom in designing curriculum, examination and evaluation

process. In uniform grading system the student will move across institutions without any hamper. SKR&SKR Govt. College for women was conferred autonomous status and put in practice the CBCS rules from the academic year 2017-2018. The academic council approved the CBCS rules and regulations to implement the same from the academic year 2017-2018 onwards for all first, second and third year UG and PG programs.

9.1 Course of Study:

The main Subjects of Study for First Year Bachelor Degree Courses have the following pattern in accordance with the CBCS.

PART – I	English & Telugu / Hindi / Sanskrit / Urdu
PART – II	Foundation Courses: i. Skill Development Course ii. Life Skill Course
PART – III	Core subjects

Course in PG Academic program consists of:

The main subject of PG Course is English, consists of the following in accordance with CBCS pattern. Each Semester comprises five papers in general viz.

- (a) Poetry (b) Fiction (c) Drama (d) Prose (e) Language.

The main subjects of PG Course in Zoology, consists of the following in accordance with CBCS pattern. Each Semester comprises five papers in general viz.

- (a) Structural Anatomy of Invertebrates and Vertebrates
(b) Genetics and Evolution
(c) Cell Biology & Microbiology
(d) Tools and Techniques in Biology
(e) Practical-I and II

9.2:Duration:

The duration of UG Program consists of four academic years with Six Semesters and PG Program consists of two academic Years with Four Semesters. Each Academic year shall be divided into two semesters. The first academic year shall comprise the first and second semesters, the second academic year the third and fourth semesters and the third academic year the fifth and sixth semesters respectively. The odd semesters (I, III & V) shall consist of the period from June to November of each year and the even semester (II, IV & VI) from December to April of each year. There shall be not less than 90 working days for each semester. But due to COVID-19 Pandemic this academic year 2020-21 the odd semesters (III & V) duration period is from November to March and I semester duration period is from January to May 2021. The even semesters (IV & VI) duration period is from April to August 2021 and the II semester duration period is from June to September 2021.

9.3: Credit Points for I Year:

Curricular Frame Work(Credits) : The following credit pattern implemented for I Year Semester I & II for Academic year 202021

Program	Subject	Semester I		Semester II	
		Hours	Credits	Hours	Credits
BSc	English	4	3	4	3
	Language (H/T/U)	4	3	4	3
	Life Skill Courses	2	2	2	2
	Skill Development Courses	2	2	2+2	2+2
	Core 1	4+2	3+2	4+2	4+1
	Core 2	4+2	3+2	4+2	4+1
	Core 3	4+2	3+2	4+2	4+1
	Total (Hrs /w & Academic Credits)	30	25	32	27
Program	Subject	Semester I		Semester II	
		Hours	Credits	Hours	Credits
BA	English	4	3	4	3
	Language (H/T/U)	4	3	4	3
	Life Skill Courses	2	2	2	2
	Skill Development Courses	2	2	2+2	2+2
	Core 1	5	4	5	4
	Core 2	5	4	5	4
	Core 3	5	4	5	4
	Total (Hrs /w & Academic Credits)	27	22	29	24
Program	Subject	Semester I		Semester II	
		Hours/W	Credits	Hours/W	Credits
	English	4	3	4	3
	Language (H/T/U)	4	3	4	3
	Life Skill Courses	2	2	2	2

BCom	Skill Development Courses	2	2	2+2	2+2
	Core 1	5	4	5	4
	Core 2	5	4	5	4
	Core 3	5	4	5	4
	Total (Hrs /w & Academic Credits)	27	22	29	24

Each course is normally assigned a certain number of credits as follows,

- 1 credit for lecture hour, per week
- 1 credit for tutorial hour, per week
- 1 credit for 2 hours per laboratory practical

Each course is normally assigned a certain number credits finalized by the BOS as follows,

- 3 credits per week
- 4 credits per week

In UG Programs the total number of credit points for I-year B. A and B. Com Courses are 22 credits in I Semester and 24 credits in II semester ($22 + 24 = 46$ credits), total number of credit points for I-year B.Sc. Courses are 25 credits in I Semester and 27 credits in II semester ($25 + 27 = 52$ credits). The Academic Council Approved Semester I & II Credit Points of all UG & PG programs approved by BOS submitted by concerned Academic Council members of the Institution.

In PG Program M.A English and M.Sc. Zoology in first year the total number of credit points are 20 credits per semester (20×2 semesters = 40 credits) (Annexure – IV).

9.4: Eligibility for the Award of Degree:

A candidate shall be eligible for the award of the UG Degree if she has undergone the prescribed course of study for a period of 3 academic years (6 Semesters), and should pass the examinations of all the six semesters prescribed earning total maximum credits 134 in Arts & Commerce and maximum Credits 158 in Science programs in parts I, II & III.

A candidate shall be eligible for the award of the PG Degree if she has undergone the prescribed course of study for a period of 2 academic years (4 Semesters) earning total maximum credits 80.

9.5: Internal & External Evaluation:

The following procedure is adopted for Internal Assessment Evaluation for I Year UG Programs for the Academic year 2020-2021

Theory Papers (External): 75 Marks

Internal Marks :25 Marks

Evaluation: In Theory and Practical Examination the evaluation pattern will be as follows.

S.No	Assessment	Duration	Type
1	Continuous Theory Internal	1 hour	Internal

2	Continuous Internal Practical Exams for Odd Semesters (I, III, V)	3 hours	Internal
3	Semester End Theory Exam	3 hours	External
4	Semester End External Practical Exam for Even Semesters (II,IV, VI)	3 hours	External

To Pass, minimum score required in both Practical & Theory is 40%.

9.6 :Internal and External Assessment Pattern :

All the subjects carries 75 marks for external theory and 25 marks for internal Assessment. The model question papers are enclosed in the curriculum designed and developed by the departments .

External Assessment Evaluation :

SECTION – A

Answer 5 questions out of 10 ---- 5 X 5 marks = 25 marks

SECTION – B

Answer 5 questions out of 10 ---- 5 x 10 marks = 50 marks
(Internal Choice)

TOTAL -----
75

Continuous Internal Assessment Evaluation :

Evaluation Components for UG Programme (Semester I& II):

1. Written Test (Average of 2 Tests each test carries 15 marks)= 15 Marks
2. Seminars (Semester-I) / Study Project (Semester-II)= 5 Marks
(In each paper every student should give 2 seminars and present the copy to concern department. Study project may be individual or group)
3. Assignments --5 Marks

(Every student should submit 5 Assignments in each paper)

Total

25 Marks

Model Question Paper pattern:

External Model Question Paper

Q.P. Code No:

SKR & SKR GOVT. COLLEGE FOR WOMEN (A), KADAPA

B.A/B.Com/B.Sc First Year Degree I Semester Examination

Paper-I:

(w.e.f 2020-21)

Time: 3 hours

Max. Marks: 75

Part A (5 x5 = 25 Marks)

Answer any FIVE questions.

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.

10.

Part B (5 X 10 = 50 Marks)

Answer ALL questions.

11. (a)

OR

(b)

12. (a)

OR

(b)

13. (a)

OR

(b)

14. (a)

OR

(b)

15. (a)

OR

(b)

Internal Model Question Paper

Q.P. Code No:

SKR & SKR GOVT. COLLEGE FOR WOMEN (A), KADAPA**B.A/B.Com/B.Sc First Year Degree I Semester Examination****Paper-I:****(w.e.f 2020-21)**

Time:1 hours

Max. Marks: 15

Part A (5 x 1 = 5 Marks)

Answer any One questions.

1.

2.

3.

Part B (1 X 10 = 10 Marks)

Answer One (01) questions.

4. (a)

OR

(b)

9.8: Minimum Passing Percent:

Candidate shall be declared to have passed:

- i) Minimum Pass Percent in Internal Examinations shall be 40% i.e., 10 marks out of 25 Marks in each paper or subject.
- ii) Minimum Pass Percent in External Examinations shall be 40% i.e., 30 marks out of 75 Marks in each paper or subject.
- iii) In aggregate (Internal + External), the Minimum Pass Percent shall be 40%.

9.9: Supplementary Examinations (Practical & Theory) and Revaluations:

The Institute will conduct the supplementary examinations along with the regular examinations (Third semester supplementary examinations shall be conducted along with Third semester regular examinations and Fourth semester supplementary examinations shall be conducted along with Fourth semester regular examinations).

If a student is absent for Practical examinations or fails to get 40 % of the total practical marks a practical End Semester Examination (ESE) will be held when the concerned Practical Examination is held for the next batch of students in the subsequent academic year(s).

A student who is not satisfied with the evaluation of his / her paper in any course, can apply (By the date notified on the Examination Notice Board), for re-evaluation of the answer paper by paying an amount of Rs.400/ per each course paper to the Controller of Examinations.

If the re-evaluation reveals a (+/-) 15 % or greater difference, an average of the first evaluation and of the re-evaluation will be the final score awarded.

If the re-evaluation reveals a less than (+/-) 15 % then the original marks will be retained

Errors in the marks sheet (i.e., Change in name, marks, SGPA & CGPA) have to be brought to the notice of the COE via the Principal within 30 days of their distribution of the mark sheets. No change in the mark sheet will be entertained after the lapse of these 30 days.

It is submitted to Academic Council for discussion and approval.

9.10: Letter Grade:

Examination & evaluation process conversion of Credits into Grades on 10 Points Scale

Letter Grade	O (outstanding)	A+ (excellent)	A (Very Good)	B+ (Good)	B (Average)	C (Pass)	F Fail	AB (Absent)
Grade Point	10	9	8	7	6	5	0	0
Score	90-100	80-89	70-79	60-69	50-59	40-49	< 40	AB

9.11: Approval of Grade Sheet and Transcript formats designed under CBCS & Computation of SGPA and CGPA:

In CBCS pattern Credits, Grade Letter and Grade Points are given for computation of SGPA & CGPA. Total earned points and classification of results Grade Sheet was introduced for all the semesters. The Transcript format is provided in Annexure. It is submitted to Academic Council for discussion and approval.

The UGC recommends the following procedure to compute Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA) :

- i. The SGPA is the ratio of sum of the product of the number of credits with the grade points scored by a student in all the courses taken by a student and the sum of the number of credits of all the courses undergone by a student, ie

$$\text{SGPA (Si)} = \frac{\sum (C_i \times G_i)}{\sum C_i}$$

Where C_i is the number of credits of the i^{th} course and G_i is the grade point scored by the student in the i^{th} course.

- ii. The CGPA is also calculated in the same manner taking into account all the courses undergone by a student over all the semesters of a programme, i.e.

$$\text{CGPA} = \frac{\sum (C_i \times S_i)}{\sum C_i}$$

Where S_i is the SGPA of the i^{th} semester and C_i is the total number of credits in that semester.

- iii. The SGPA and CGPA shall be rounded off to 2 decimal points and reported in the transcripts.

Item No. 10 : Assessment of Students Performance

All II year UG programmes are conducted on continuous assessment manner in theory and practicals, two internals and one external in theory and practical in the following manner:

There are two ‘**Continuous Internal Assessments (CIA)**’ for 40% of the total marks per course. One End Semester Examination (ESE) for 60 % of the total marks of the said course.

The assessment of theoretical component should be undertaken by the external examiner from outside of the College. In case of project work it should be undertaken by the internal as well as external examiners. It is submitted to Academic Council for discussion and approval.

Item No. 11: Continuous Internal Assessment:

The Principal will request the concerned Departments to hold a special CIA Test (of one or more courses) for a student, within the same semester, under the following circumstances.

If the Principal allows a student to represent the College at or to participate in some event (academic / cultural / sports / NCC / NSS) and this causes the student to miss a CIA Test. (Note: The concerned event could be either a couple of weeks prior to or during the CIA period).

Item No. 12: Result Analysis:

Result Analysis of I to VI semesters in autonomous for the academic year 2019- 20. The College got creditable Pass Percentage in the semester end examinations in all the UG programmes. Detailed group wise analysis

S.No	Semester	Programme	Appeared	Passed	Percentage
1	I	B.A	159	100	62.89
2	I	B.Com	149	116	79.19
3	I	B.Sc	449	379	84.41
4	II	B.A	144	137	95.14
5	II	B.Com	136	108	79.41
6	II	B.Sc	418	348	83.25
7	III	B.A	138	74	53.62
8	III	B.Com	121	84	69.42
9	III	B.Sc	360	294	81.66
10	IV	B.A	125	109	87.2
11	IV	B.Com	113	96	84.96
12	IV	B.Sc	349	313	89.68
13	V	B.A	120	107	89.17
14	V	B.Com	129	115	89.15
15	V	B.Sc	385	351	91.17
16	VI	B.A	110	103	93.64
17	VI	B.Com	127	121	95.28
18	VI	B.Sc	379	353	93.14

UG Program Result:

I semester Average Percentage = 79.17 %

II semester Average Percentage = 85 %

III semester Average Percentage = 73 %

IV semester Average Percentage = 88%

V semester Average Percentage = 90.37 %

VI semester Average Percentage = 94 %

M.A English Pass percentage = 100%

It is submitted to Academic Council for discussion and approval.

Item No. 13: Innovation in Teaching and Learning:

In tune with the changing scenario in learning process across the globe it is necessary to utilize communication technology for teaching and learning to the optimum. All the lecturers are guided and advised to enroll the students for MOOCS online courses. Teaching faculty is drawn their attention to utilize the available two Virtual Class Rooms and Three Digital Class Rooms for effective teaching and learning for better outcome. They are also directed to take online and offline classes and to use appropriate teaching methods like problem solving based learning, interactive learning, writing for learning, guided learning and peer learning, Pedagogical Methods where ever necessary to grass the original concept by the students.

It is submitted to Academic Council for discussion and approval.

Item No. 14: Certificate Courses:

Most of the departments conducted certificate courses like Health Education, Tally with GST, Photonics, Chemdraw-Drawing of Chemistry. This Academic year 2020-21 all the departments are instructed to start the certificate courses for the benefit of stakeholders

Item No. 15: Approval of new market Oriented UG and PG Courses:

In the Academic year 2020-21, the following 3 new market oriented UG courses, UGC SponceredB.Voc Fashion Technology and 2 PG courses are sanctioned by CCE, AP and added in Jnanaboomi portal through YVU.

UG PROGRAMS:

1. B.Sc Botany, Chemistry, Horticulture
2. B.Sc Maths, Chemistry, Industrial Chemistry
3. B.A Political Science, Economics, Office Management & secretarial Practice

PG PROGRAMS:

1. M.Sc Zoology
2. M.Sc Physics

Online admissions are conducted for UG programs through OAMDC, APSCHE. The admissions in PG courses are done through the counselling conducted by YVU.

Due to below 30% admissions the following UG Courses are under Unviable courses in OAMDC Portal for this academic year 2020-21.

1. B.Sc Maths, Chemistry, Industrial Chemistry
2. B.A Political Science, Economics, Office Management & secretarial Practice
3. B.Voc fashion Technology

Due to the Non-allotment of candidates by YVU through counselling, M.Sc Physics course is also winded up for this academic year.

Item No. 16: Extra and Co-Curricular Activities:

All the students have equal opportunity to utilize extracurricular activities in the institute by enrolling themselves in NSS / NCC / Sports & games / Cultural Activities or any other service organization in the College.

The Academic council emphasized the importance of physical education in the college for all round development of young women of this institution by involving them in games and sports. The Department of Physical Education is striving hard in keeping women physically fit and to participate in all tournaments. The Department of Physical Education follows the below given criteria for the benefit of students of the institute.

Identifying, selecting players and organizing intensive coaching camps for the students in all disciplines.

Maintenance of playfields from available funds.

Conducting intramural competitions in sports and games

Participation in Extramural competitions in sports and games conducted by University and CCE.

To Award prizes to the place secured students

To enhance student enrolment in participation of sports and games and to keep them healthy.

Co-Curricular Activities:

In order to develop knowledge and skills in students the college conducts other Curricular Activities viz. Essay writing, Elocution, Group Discussion, Quiz Programme, Seminars in each department. These will improve Communication Skills, enhance subject knowledge, current affairs and competitive spirit to compete with other students in competitive exams.

Item No. 17: Revision of Regulations and Curriculum:

The academic council may from time-to-time revise, amend or alter the regulations of courses of study and syllabus when found necessary. The Council has Power to Modify - Not withstanding all that has been stated above the governing body has the right to modify the above rules and regulations from time to time.

Item No. 18 :Initiation of Academic Prizes& Medals:

The Academic Council advised to initiate to institute, incentives to the meritorious students of institution in each programme by awarding with proficiency, endowment prizes and medals on the eve of College Annual Day Celebrations to encourage academic excellence.

Item No. 19 : Scholarships:

Since, most of the inmates of SKR & SKR Govt. College for Women (A) are economically poor and cannot sustain and continue their studies without financial aid from Govt. Hence, the Academic Council observed the prevailing conditions and suggested that all the eligible Students should be registered in “**Jnanabhumi**” portal provided by the AP Govt. to get fresh and renewal Scholarships and Return fees every year. The College Scholarship Committee should pursue the matter by extending their cooperation for the benefit of Student Stakeholders.

- Poor Student Fund: Every year from special fee fund poor students are given some amount.

Item No. 20 : Awarding Incentives to Research Activities :

To inculcate research attitude, enhance wide range of knowledge and to achieve pre-determined academic goals, the Academic Council resolved to encourage the faculty working in College to participate in International / National Seminars, Workshops, Conferences, Symposia etc. without financial burden to the College. It is resolved that the faculty is permitted to attend / submit papers / on chair / invited talks / Oral and Poster presentations can avail two days On Duty per academic year with prior permission of the Principal.

Item No. 21 :Requirements for Proceeding to Subsequent Semester (Promotion):

- i. If any student fails to pay first semester examination fee to appear for 1st semester examination, She will not be allowed to study further, and She has to rejoin in the first semester and continue her studies in the 1st semester itself. The candidate should get readmission in first semester to continue her studies.
- ii. Candidates shall be permitted to proceed from the First Semester up to Final Semester irrespective of their failure in any of the Semester Examination subject to the condition that the candidates should register for all the arrear subject of earlier semesters along with the current (subsequent) Semester Subjects.
- iii. Candidates shall be eligible to go to subsequent semester, only if they earn sufficient attendance as prescribed in College regulations from time to time.

NOTE: The candidate should complete the UG Course within 6 years period from the date of her first joining in UG course. In case, if any one paper or papers are pending then the student must and should complete within the stipulated period of six years.

Item No. 22 :Condonation of Attendance :

Candidates are eligible for condonation of attendance, if they have put in 62.5% of attendance on the total working days in each semester, and pay the following fee along with the condonation application together with the recommendations of the Principal and submit the same to the Controller of Examinations before commencement of examination for promotion to the next class and also to write the Semester examinations.

1. First 5 working days at the rate of Rs.100/- per day.
2. Beyond first 5 working days and below 12 days (i.e., up to 75% of attendance) Rs.200/- per a day.

In special conditions leave will be sanctioned only on producing medical certificate from the office of the Govt. hospital. However, it is only consideration for the shortage of attendance. Medical leave cannot exceed 24 days in an academic year in both the semesters. Those who are shortage of attendance will loss financial assistance from the Government.

Item No. 23 :Readmission :

Candidates who have fallen shortage of 75% attendance and on whose behalf the condonation applications are not forwarded are not eligible for promotion to the next higher Class. Such candidates should repeat the course in the same class in the next academic year and shall take the examinations after putting in the required 75% of attendance.

The Students who could not put minimum of 62.5 % of attendance on genuine reasons are eligible to seek readmission. An amount Rs.3500/ has to be paid to the college as readmission fee in addition to the regular fees. The admitted candidate should put in attendance continuously for 10 working days after

readmission to keep his name on rolls. Readmission into respective semester is allowed within first 20 working days of that semester.

Item No.24 :Student Discipline :

Every student is required to observe proper discipline and decorous behavior both inside and outside the campus. She should not indulge in any activity which will tend to lower the prestige of the institution. Any act of indiscipline on the part of student the disciplinary committee intervene and investigate the case and recommend for suitable punishment existing in the education system.

- Students should cultivate the habit of reading notices displayed on the various college notice boards. Ignorance of any notice thus displayed will not be accepted as an excuse for failing to comply with it.
- Bicycles, twowheelers, cars etc., must be parked only in the parking lots meant for the purpose
- College premises should be kept neat and clean. Spitting, pasting posters, scribbling on the tables and walls, throwing of waste paper and rubbish, except in dustbins provided for the purpose are prohibited.
- Each student of the college is required to possess an identity card which is issued by the college at the time of admission and the identity card should be displayed prominently by the students up to the completion of their tenure in the college.

Item No. 25: Engaging Guest Faculty:

As the institute is offering wide range of “Restructured courses” it is inevitable to engage Guest faculty every year. As per the workload and existing vacancy their services are being engaged every year by paying remuneration not exceeding of Rs. 14,400/- per month @ Rs.200/- per hour as per guidelines in sanctioned post. Guest faculty is also engaged as per the workload where sanctioned posts are not available such as Spl. Urdu, Spl. English, Biotechnology, Computer Science and Applications Electronics etc., and paid.@ Rs. 200/- per hour.

It is submitted to Academic Council for discussion and approval.

Item No. 26: Table of Agenda if any with the permission of the Chair

Item No. 27 :Date of next Academic Council Meeting:

The BOS meetings for the revision of I and II-year curriculum if any will be completed by the end of 20th March 2021. It is proposed for the fixation of tentative date for the **Fifth academic council meeting** on July 15th 2021.

ANNEXURE – I

**ACADEMIC
COUNCIL
&
BOS FUNCTIONS**

The Board of Studies is the basic constituent of the academic system of an autonomous college. Its functions will include framing the syllabi for various courses, reviewing and updating syllabi from time to time, introducing new courses of study, determining details of continuous assessment, recommending panels of examiners under the semester system, etc. The approved list of members are advised to frame the syllabus with modifications according to the demand of the society and to compete in modern world.

The composition and functions of the Board of Studies are:

I. Composition:

1. Head of the department concerned (Chairman).
2. The entire faculty of each specialization.
3. Two experts in the subject from outside the college to be nominated by the Academic Council.
4. One expert to be nominated by the Vice-chancellor from a panel of six recommended by the Principal of the college.
5. One representative from industry/corporate sector/allied area relating to placement.
6. One postgraduate meritorious alumnus to be nominated by the principal. The Chairman, Board of Studies, may with the approval of the principal of the college, Co-opt:
 1. Experts from outside the college whenever special courses of studies are to be formulated.
 2. Other members of staff of the same faculty.

II. Term :

The term of the nominated members shall be two years.

III. Meeting :

The principal of the college shall draw the schedule for meeting of the Board of Studies for different departments. The meeting may be scheduled as and when necessary, but at least once a year.

IV. Functions :

The Board of Studies of a department in the college shall:

- (a) prepare syllabi for various courses keeping in view the objectives of the college, interest of the stakeholders and national requirement for consideration and approval of the Academic Council;
- (b) suggest methodologies for innovative teaching and evaluation techniques;
- (c) suggest panel of names to the Academic Council for appointment of examiners; and
- (d) coordinate research, teaching, extension and other academic activities in the department/college.

Academic Council:

The Academic Council will be solely responsible for all academic matters, such as, framing of academic policy, approval of courses, regulations and syllabi, etc. The Council will involve faculty at all levels and also experts from outside, including representatives of the university and the government. The decisions taken by the Academic Council will not be subject to any further ratification by the Academic Council or other statutory bodies of the university. The composition and functions of the Academic Council are given in Annexure IV.

Academic Council and Its Functions:

I. Composition:

1. The principal (Chairman).
2. All the heads of department 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 from outside the college representing such areas as Industry, Commerce, Law, Education, Medicine, Engineering etc., to be nominated by the Governing Body.
5. Three nominees of the university.
6. A faculty member nominated by the Principal (Member secretary).

II. Terms of Members:

The term of the nominated members shall be two years.

III. Meetings:

The principal shall convene a meeting of the Academic Council at least once a year.

IV. Functions:

Without prejudice to the generality of functions mentioned, the Academic Council having powers to:

- (a) Scrutinise and approve the proposals with or without modification of the Boards of Studies with regard to courses of study, academic regulations, curricula, syllabi and modifications thereof, instructional and evaluation arrangements, methods, procedures relevant thereto etc., provided that where the Academic Council differs on any proposal, it will 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.
- (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 programmes 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.

ANNEXURE – II

**MODALITIES OF
EXAMINATION
BRANCH**

SKR & SKR GOVT. COLLEGE FOR WOMEN (A), KADAPA

MODALITIES OF EXAMINATION BRANCH

1. Principal will act as Chief Controller of Examinations:

As per the UGC guidelines Principal is the Chief Superintendent. He/She will be responsible for the proper conduct of the Examinations at the center. Ordinarily the Principal of the college in which the Examination is held will be Chief Superintendent of the examination. If the Principal is unable to act as Chief Superintendent, he/she shall recommend appoint a Senior most Associate Professor as Chief Superintendent.

2. Controller and Assistant Controller have to attend the examination duties every day without fail as per the examination schedule of the college.

3. Appointment of Observers:

Two senior most Associate Professors will be appointed as Observers for smooth conducting of examinations.

4. **Appointment of Reserve Invigilators:** Senior most faculty are to be nominated as Reserve invigilators as per the total strength of the college. Reserve:- For every five rooms or for every 150 candidates on invigilator shall be kept in reserve. The reserve invigilator should report to duty atleast 30 minutes before the commencement of examination and stay in the examination branch till all the main answer sheets are received from the invigilators. If any invigilator requires relief, the reserve invigilator goes and relieves the invigilator on duty for 15 minutes to refresh.

5. Invigilators (Internal/External):

- i) For every 30 candidates there shall be one invigilator. Senior Asst. Superintendent shall be appointed and he/she will be put in-charge of blank answer books (Main & Additional) for the whole examination.
- ii) The Controller of Examinations also makes necessary arrangements for engaging invigilators in case of shortage from neighbouring Government degree colleges who are accessible to him.
- iii) The responsibility of a block of 30 candidates will be fixed on each invigilator. Invigilators posted for a session should not be replaced in the middle of the session.
- iv) Invigilator should be changed from room to room, every day.

6. **Assignment of Duties:** Atleast an hour before the commencement of examination, the CE and invigilators shall assemble to discuss and settle the allocation of duties.

7. **Preliminary Arrangements:** The CE shall complete all the necessary preliminary arrangements such as allocation of seats, pasting of register number etc., a day previous to the commencement of the examination. The examination should as far as possible be held only in the hall/rooms.

8. **Seating arrangements:** Each room selected should as far as possible be capable of accommodating at least 50 to 60 candidates. Smaller rooms may be avoided as far as possible. The examination halls should be kept clean before the commencement of examinations. Notice of prohibitions should be read out on the first day and displayed prominently throughout the examination. Permanent places of seating arrangements should be maintained.

9. **Plan of Seating Arrangement:** A plan of seating arrangement should be displayed at the entrance to each hall prominently. A copy of seating plan should also be retained by the Examination Branch for record purpose.
10. **Time table and Instructions:** Copies of the Time table and instructions to candidates should be prominently displayed at each examination hall.
11. **Inspection of Hall Tickets:** No candidate shall be admitted into the examination hall/room without inspection of hall ticket. But the CE may, if he/she satisfied about the identity of the candidate, can be allowed for examination and insist on the production of Hall Ticket on subsequent sessions.
12. **Loss of Hall Tickets:** In case of loss of Hall tickets, the CE has to verify the nominal rolls and allow the student to write the examination by charging a penalty and issue a duplicate Hall ticket.
13. **Precaution against impersonation:** The CE shall instruct the invigilators to move round the examination hall when examination is going on and check the hall ticket of each and every student without causing any disturbance. Suspected cases of impersonation should be reported to the CE.
14. **Late Comers:** Candidates presenting themselves after half an hour the commencement of the examination should not be allowed to write the exam.
15. **Visit by the Chief Superintendent/Addl. Chief Superintendent (In-charge Principal):** When examinations are going on, the CE/Addl.CE of the examination should visit exam halls at regular intervals without notice, so that the invigilators may not engage themselves in any occupation likely to undermine the efficiency of supervision.
16. **Time limit for leaving the Examination Hall:** Candidates shall not be allowed to leave the hall until after the expiry of 30 minutes after the commencement of examination. The candidate shall be directed to remain in their seats until the answer books collected from them. The candidate who wants to leave the examination hall after 02 hours the invigilator has to collect the main answer book along with question paper. Candidate has to collect the question paper from the concerned invigilator after the examination is over.
17. **Use of Instruments and Books:** The use of mathematical instruments and mathematical and physical tables by the candidate are allowed while the answering questions in Maths, Physics, Chemistry, Statistics etc. These books should be supplied by the college or students are allowed to use their own books. The CE will arrange the supply of graph papers and unscientific calculators are also allowed.
18. **Warning Bells:** The CE should arrange for a bell being sounded at every half an hour after the commencement of the examination. A warning should be given 10 minutes before the closing time of exam. The CE may at his discretion allow an extra time up to 5 minutes, if for any reason the question paper could not be distributed before the appointed time for commencement of the examination.
19. **Entry of Outsiders Prohibited:** The entry of outsiders into the examination hall is strictly prohibited. A close watch should be kept by the invigilators over the peons and other menials who may enter the hall for supply of water. The peons and menials are prohibited from taking tea or coffee for the candidates into the examination hall. No member of the staff of teaching/non teaching who has no duty in connection with the exam should be permitted to enter the halls or handle question papers.
20. **Question Papers:** The question papers will be preserved by the Controller of the Examinations. The CE should inspect the packets and satisfy himself that the required question papers are adequate. Discrepancies and deficiencies should be brought to the notice of the CE forthwith. If any discrepancy is found in the question paper or on the question paper cover with regard to duration, maximum marks etc., the time table should be followed and the candidates should be instructed accordingly.
21. **Custody of Question Papers:** The CE is the custodian of the question papers bundles. All the question papers are to be retained by the CE.
22. **Manner of Distribution of Question Papers:** The Controller of Examinations should open the covers containing question papers in the Principal's chamber in presence of the Addl.CE and observers (If Addl.Chief Superintendent /External Invigilators not available the QP covers should be opened in the presence of invigilators). The CE will cut and open the cover along the line marked on the cover without damaging the seals. The cover must be cut by a sharp edge along the line indicated and on that side only. The end of the cover should not be completely cut off. The question papers in packets should

then be taken out. The Controller of the Examination may cut open one inner packet and satisfy himself that it is the right question paper for the session's examination. He will then hand over to the invigilators allotted to each hall the required number of copies of the question paper without opening the inner covers. In cases where the covers have to be opened loose copies of question papers should be put in a cover and handed over to the invigilators. Spare cover should be kept ready for this purpose. Any mistake in the contents of the packets or noting on the cover should be reported to the Controller of the Examinations forthwith. The Controller of the Examination will be responsible for wrongly opening of question paper.

No question paper should go out of the college before the end of the examination. The possibility of exchange of question papers between the candidates should be prevented. For this, the candidates should be instructed to write their name & register number on the question paper immediately on the receipt of the same.

All excess question papers available with the invigilators be collected immediately after 30 minutes of commencement of examination and kept by the CE in his custody till the end of examination. Question papers should not be given to anybody who is not on duty, before the end of examination.

- 23. Certificate to be furnished:** After the question paper covers have been cut opened and distributed, the Additional Chief Superintendent/Invigilators should affix their signatures on the question paper covers.
- 24. Suspected Cases of Malpractice:** If the candidates are possessing forbidden material they will be booked under SMP by the invigilator, CE, observers, Chief Superintendent/Addl. Superintendent and any other who is nominated.

JOB CHART OF THE EXAMINATION BRANCH

1. The Controller of the examinations announces the examination schedule and procedure well in advance and also ensures smooth conduct of examinations and announcement of results in time.
2. The Controller of the examinations prepares the nominal rolls on the basis of the details of the students as submitted by the candidate to the Examination Branch. These details are printed on the Hall Ticket.
3. **Internal & External:** The students who could not attend i.e., of a semester shall be allowed to write in a subsequent year along with their juniors.
4. The student must obtain 75% of attendance to write Internal and External exams of the college.
5. If the students have less than 75% of attendance i.e., 61% to 74% condonation fee of Rs.500/- to be collected as a fine along with medical certificate issued by Civil Asst. Surgeon.
6. From the students who have 50% to 60% of attendance, Rs.1000/- will collected as condonation fee as fine along with medical certificate issued by Civil Asst. Surgeon. As it is a women college this exemption is given to the candidates by taking a resolution in the Staff Council meeting comprising of all In-charges of Departments.

7. Correspondence with the University regarding BOS meeting and Governing Body meeting, University members.
8. The Controller of the examinations has to give an advance amount to conduct the BOS Meeting and collect the bills i.e., TA, Accommodation, Sitting Allowance, Hospitality immediately.
9. After completing the BOS Meeting the related bills to be submitted within one week to the Controller of the examinations by all In-charges of Departments.
10. The Controller of the examinations has to pay the amount within a week to the all In-charges of Departments.
11. As a step towards Digital India, the Examination section has introduced on-line payment of remuneration to the examiners
12. The Controller of the examinations has to conduct the Internal Examinations for each semester within 90 days in equal intervals of time.
13. Semester End Examinations to be conducted after completion of 90 working days.
14. **Coding and De-coding of the Main Answer Sheets:** Every day after the completion of Semester End Examinations, the Controller of the examinations has to entrust the work of Coding and Decoding to the staff members who are active in the examination hall. If necessary, additional members can be nominated to speed up the process of coding and de-coding (Additional work-Additional Remuneration).
15. **Scrutiny of Main Answer Sheets after receiving from the examiners:** The Controller of the examinations has to take the list of scrutinizers from all In-charges of departments before the last working day of the college to do justice in favour of students. The scrutinizer has to verify whether the marks are posted as per the norms of the question paper.
16. After completion of the Semester End Examinations the Controller of the examinations has to announce the results of final year students within 30 days and 2nd and 1st year results within 40 days.
17. **Revaluation:** After announcing Exam results within 15 days the Controller of the examinations has to collect revaluation fee from the students who apply for revaluation.
18. If any candidate applied for personal identification of the Main Answer Sheet it should be done by the following the norms of affiliated University i.e., Yogi Vemana University, Kadapa.
19. Academic Calendar should be prepared by the Examination Branch keeping in mind the commencement of semester, internal and external examinations for each semester in the next Academic year.

- 20. Academic Council Meeting:** It is the responsibility of the Examination Branch to conduct Academic Council Meeting along with the academic coordinator facilitating all the following requirements such as – Collection of minutes of BOS, Syllabus and Panel of Paper Setters and Examiners to compile the book for agenda of the Academic Council Meeting in coordination with the Academic Coordinator.
- 21. Governing Body Meeting:** The Examination Branch is responsible to conduct the Governing Body Meeting as per the instructions of the Commissioner of Collegiate Education, AP, Vijayawada, keeping in view of all the following requirements – The T.A, bills, Sitting Allowance Bills, Hiring charges of the Vehicles, Hospitality Bills, Expenses towards receiving and sending of the UGC nominees from UGC, New Delhi, and other officers from the Office of the CCE,AP, Vijayawada, etc.,
- 22. Finance Committee:** The finance committee has to meet twice in a year to take decisions relating to Examination Branch, Expenditure to conduct BOS meetings, Academic Council Meeting, Governing Body meeting, the remunerations of the Examination Branch, both for teaching and non teaching is to be approved by the Finance Committee and if necessary, claim may be made for the advance amounts for the above by taking resolutions in the Finance Committee.
- 23.** The Controller of the examinations has to put a note to the Principal for the sanction of the advance amount to conduct the activities mentioned in para-17.
- 24.** The Controller of the examinations has to maintain the separate account for Autonomous funds and fee collected from the students from examination purpose, Cash book, Resolutions register, BOS records, Academic Council Records, Governing Body Records etc.,
- 25.** See the UGC website www.ugc.ac.in for the Autonomous College instructions.

ANNEXURE – III

**ACTION TAKEN
REPORT ON**

ACADEMIC COUNCIL MEETING - III

ANNEXURE – III

ACTION TAKEN REPORT ON ACADEMIC COUNCIL MEETING –III

HELD ON 02-08-2019

Ratification of Action taken Report on Academic Council Meeting – III

1. Approval of the Minutes of the Board of Studies meetings:

Resolution: It is resolved to implement the curriculum approved by BOS members.

Action taken: Implemented from the Academic Year 2020-2021.

2. Introduction Cluster electives in VI semester

Resolution: It is resolved to introduce Cluster electives in VI semester under Paper-VIII

Action taken: It is implemented from the Academic Year 2019-20 onwards in the V & VI semesters for the Batch admitted in 2017-20

3. Approval of the CBCS Credit Pattern from the Academic Year 2017-18 for three years:

Resolution: It is resolved to approve the CBCS Credit Pattern.

Action taken: Implemented from the Academic Year 2017-18, 2018-19 & 2019-20.

4. Grade Sheets and Transcripts formats designed under CBCS:

Resolution: It is resolved to approve the Grade Sheets and Transcripts.

Action taken: The approved formats are being used from the academic year 2017-18, 2018-19 and 2019-20.

5. Implementation of 40:60 pattern of internal and external assessment from 2017-18.

Resolution: It is resolved to implement 40:60 pattern of internal and external assessment from 2017-18 onwards for I, II & III year UG students.

Action taken: It is implemented accordingly.

6. Conduct of Two Internal Exams per Semester:

Resolution: It is resolved to conduct two Internal Exams per Semester.

Action taken: Implemented from the academic Year 2017-18, 2018-19& 2019-20

SKR & SKR Govt. College for Women (A), Kadapa
Minutes of Third meeting of Academic Council
Date :01-04-2021

MEMBERS ATTENDED

S.No.	NAME AND DESIGNATION	CADRE	SIGNATURE
1.	Dr. P.SubbaLakshumma, Principal, SKR & SKR GOVERNMENT COLLEGE FOR WOMEN (A), KADAPA	Chair Person	
2.	Prof.A.G.Damu Department of Chemistry, YV University, Kadapa.	University Nominee	
3.	Prof.T,Ram Prasad Reddy Department of Telugu,	University Nominee	

	YV University, Kadapa.		
4.	Prof. T. Srinivas Department of Business Administration, YV University, Kadapa.	University Nominee	
5.	Sri.T.Sekhar Reddy Advocate/Notary, MaruthiNagar,Kadapa.	Member – Law	
6.	Sri.S.Guru Sankar Industrialist Chaitanya Chemicals Industrial Estate, Kadapa.	Member – Industries	
7.	Dr. K.Sasi Kala Gynecologist Sri Lakshmi Maternity Hospital, Nagarajupet ,Kadapa.	Member – Medicine	
8.	Sri,Posa Prasad Auditor, H.G Street Madras Road ,Kadapa.	Member – Commerce	
9.	N. Rama Krishna, Lecturer In Charge, Dept. Of English	Member	
10.	S,Shazeeya begum Lecturer In Charge, Dept. Of Telugu	Member	
11.	PMR. Jayanthi, Lecturer In Charge, Dept. Of Hindi	Member	
12.	Dr. S. Shazeeya Begum, Lecturer In Charge, Dept. Of Urdu.	Member	
13.	B. Gangadhar, Lecturer In Charge, Dept. Of History	Member	
14.	K. Vijaya lakshmi, Lecturer In Charge, Dept. Of Economics	Member	

15.	M. Veera Bhadraiah, Lecturer In Charge, Dept. Of Political Science	Member	
16.	N. Rama Krishna, Lecturer In Charge, Dept. Of Special English	Member	
17.	Dr. S. Saziya Begum, Lecturer In Charge, Dept. Of Special Urdu.	Member	
18.	B. Gangadhar, Lecturer In Charge, Dept. Of Tourism & Travel Management	Member	
19.	V. Sree Rama Reddy, Lecturer In Charge, Dept. Of Commerce	Member	
20.	I.Nageswar Reddy, Lecturer In Charge, Dept. Of Statistics	Member	
21.	B, Yugavani, Lecturer In Charge, Dept. Of Botany & Horticulture	Member	
22.	B.Swarna Mary, Lecturer In Charge, Dept. Of Zoology	Member	
23.	Dr.ChSravanthi, Lecturer In Charge, Dept. Of Microbiology	Member	
24.	Dr.K.Nagamuni Reddy, Lecturer In Charge, Dept. Of Biochemistry	Member	
25.	Dr. D. Aruna Kumari, Lecturer In Charge, Dept. Of Biotechnology	Member	
26.	K. Namratha, Lecturer In Charge, Dept. Of Mathematics	Member	
27.	Dr. M.Padmavathi, Lecturer In Charge, Dept. Of Physics	Member	
28.	L.Sudheera, Lecturer In Charge, Dept. Of Chemistry	Member	
29.	A. Hariitha, Lecturer In Charge, Dept. Of Computer Science & CA	Member	
30.	Dr. M. Padamavathi, Lecturer In Charge, Dept. Of Electronics	Member	

31.	Dr. S. Shazeeya Begum, Lecturer In Charge, Dept. Of HVPE	Member	
32.	N. Rama Krishna, Lecturer In Charge, Dept. Of English (PG)	Member	
33.	K. Madan Mohan, Physical Director, Dept. Of Physical Education	Member	
34.	B.Yugavani, Lecturer in Botany, Controller of Examinations	Member	
35.	C.V. Krishnaveni, Lecturer in Computer Science, IQAC Coordinator	Member	
36.	L.Sudheera , Lecturer In Charge, Dept. Of Chemistry	Member-Secretary	

ANNEXURE-IV

SUBJECT WISE QUESTION PAPERS SETTERS & LIST OF EXAMINERS

Department of English
LIST OF EXAMINERS

1. **Dr. V Shiva Prasad**
Lecturer,
Department of English,
Government Arts College, Kadapa
Ph No: 8919024589
2. **V Sudhakar Reddy**
Lecturer,

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Ph No: 9490912129**

3. S Sreeramulu

**Lecturer,
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VRS Degree College, V N Palli
Ph No: 9441637657**

4. Dr Y Raj Narayana

**Lecturer,
Department of English,
Govt Degree College, Yerraguntla
Ph No: 9491360250**

**Department of English
PAPER SETTERS**

1. D. Prabhu Das

**Lecturer n English
CSSR Degree College,
Kamalapuram**

2. N. Vijaya Durga

**Lecturer n English
GCM(A), Kadapa**

3. C. Yoganjaneyulu,

**Lecturer n English
GCM(A), Kadapa**

4. C. Nagamalleswara Reddy

**Lecturer in English
SVVR Degree College, Badvel**

5. P.Hariharanatha Reddy

**Lecturer in English
Srinivasa Degree College,**

Pullareddypeta

Department of Hindi

List of Examiners

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5	Dr.K.Madhavi, Assistant Professor in Hindi, Government Degree college, Khairatabad,Hyderaba d	gopimadhu2014@gmail.com m 9912838898	gopimadhu2014@g mail.com 9912838898

List of Paper setter

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5	Dr.B.Laxmi,	buddhalaxmidec77@gmail.com 9989817442	. buddhalaxmidec77@gmail.com 9989817442
6	Dr.ShaikBenazeer,	sbr.shaik786@gmail.com 7382786328	sbr.shaik786@gmail.com 7382786328

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2	Dr.K.ChennakedavaReddy,Lecturer in Telugu,GDC Men(A),Kadapa.	kcreddytelugu@gmail.com	8639765669
3	Dr.K.NSundareswaraRao,Lecturer in Telugu,GDC Men(A),Kadapa.	sunderkemba@gmail.com	9491641228
4	Y.Siva Sankayadu,Cont.,Lecturer in Telugu,GDCPorumamilla,kadapa	ysivasankaryadau@gmail.com	6281785868
5	Dr.T.JayarameReddy,Cont .Lecturer in Telugu,GDC Men(A),Kadapa.	tjrtelugu@gmail.com	9866926988
6	G.Veeraiah, Cont .Lecturer in Telugu,GDC Men(A),Kadapa.	veeruphdsvu@gmail.com	6300557311
7	T.Hazrathaiah,Lecturer in Telugu GDC Rajampet,Kadapa.	hazrath.thiru@gmail.com	9502547993
8	M.Sivamma,Lecturer in Telugu, Rayachoty.	mshtelugu@gmail.com	8897967787
9	B.Latha, Lecturer in Telugu, GDC Atmacur,Kurnool(Dist)518422	Bashetty.latha@gmail.com	9666241858
10	Dr.M.FamidaBegum,HODTelugu,K VR.GDCW(A),Kurnool.	Famidab62@gmail.com	9550083202

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Department of URDU (General Urdu & Special Urdu)

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3	Dr.SyedVasiullaBaqthari Govt. Degree College, Rayachoty. Y.S.R.Dist.Kadapa	vasibakhtiary@gmail.com	9849765535
4	Dr.S.Farooq Ahamed Govt. Degree College, Rayachoty. Y.S.R.Dist.Kadapa	shaikfarooqbasha@gmail.com	9493330013

5	Dr.S.Irfana Begum KVR Govt. College for Women(A), Karnool	irfanagdcbpl@gmail.com	9966458939
6	Dr.NayeemurRahaman Govt.Degree College Hindupur Anantapur(Dist)		7386920988
7	Md.Faizulla Govt. Degree College Nandal Karnool(Dist)	mdfaizullah7@gmail.com	9052870355
8	Dr.SyedAmeenull Assitant Professor of Urdu S.V.Universit Tirupati	Ameen.svu@gmail.com	9247175259
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5	S.Anwar Lecturer in Urdu	Anwar.hadi786@gmail.com	7013282616

	Govt.College For Men(A),Kadapa.		
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8	Dr.zs.NayeemurRahaman Lecturer in Urdu Govt.Degree College Hindupur Anantapur(Dist)		7386920988
9	S.Jamshida Begum Lecturer in Urdu Govt.Degree College Kadri. Anantapur(Dist)		9515218556
10	S.Noorjahan Lecturer in Urdu Govt.Degree College Kadri. Anantapur(Dist)		9581072241

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3	Dr.K.NSundareswaraRao,Lecturer in Telugu,GDC Men(A),Kadapa.	sunderkemba@gmail.com	9491641228
4	Y.Siva Sankayadu,Cont.,Lecturer in Telugu,GDCPorumamilla,kadapa	ysivasankaryadau@gmail.com	6281785868
5	Dr.T.JayarameReddy,Cont .Lecturer in Telugu,GDC Men(A),Kadapa.	tjrtelugu@gmail.com	9866926988
6	G.Veeraiah, Cont .Lecturer in Telugu,GDC Men(A),Kadapa.	veeruphdsvu@gmail.com	6300557311
7	T.Hazrathaiyah,Lecturer in Telugu GDC Rajampet,Kadapa.	hazrath.thiru@gmail.com	9502547993
8	M.Sivamma,Lecturer in Telugu,	mshtelugu@gmail.com	8897967787

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9	B.Latha, Lecturer in Telugu, GDC Atmacur,Kurnool(Dist)518422	Bashetty.latha@gmail.com	9666241858
10	Dr.M.FamidaBegum,HODTelugu,KVR .GDCW(A),Kurnool.	Famidab62@gmail.com	9550083202

List of Examiners

S.No	Name & Address	Email	Ph.No
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3	Dr.K.NSundareswaraRao,Lecturer in Telugu,GDC Men(A),Kadapa.	sunderkemba@gmail.com	9491641228
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5	Dr.T.JayarameReddy,Cont .Lecturer in Telugu,GDC Men(A),Kadapa.	tjrtelugu@gmail.com	9866926988
6	G.Veeraiah, Cont .Lecturer in Telugu,GDC Men(A),Kadapa.	veeruphdsvu@gmail.com	6300557311
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SKR & SKR GOVT.COLLEGE FOR WOMEN (A),KADAPA

RE-ACCREDITED WITH 'B' GRADE BY NAAC

DEPARTMENT OF POLITICAL SCIENCE

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5.	Dr. T.Syamprasad, Lecturer in Political Science, GDC Men, Ananthapur	9866268401	Shyam.sp28@gmail.com
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SKR & SKR GOVT.COLLEGE FOR WOMEN (A),KADAPA

ACCREDITED WITH 'B' GRADE BY NAAC

DEPARTMENT OF POLITICAL SCIENCE

PANNEL OF EXAMINERS:

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Department of Commerce

List of Question Paper Setters and Examiners

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3	Dr.R.Neelaiah	Lec in Commerce	Govt College for Men (A) Kadapa	9492426281
4	Dr A.Naga Raju	Lec in Commerce	Govt College for Men (A) Kadapa	9949053362
5	Dr.D.Jayarami Reddy	Lec in Commerce	Govt Degree College A Ananthapuram	9440333703
6	Sri R.Sreeramulu	Lec in Commerce	Govt Degree College A Ananthapuram	9440689129
7	Dr G.Ranganath	Lec in Commerce	Govt Degree College(A), Anantapuram	8555028090
8	Dr.D.Naganna	Lec in Commerce	Govt Degree College for Men, Kurnool	9440583053
9	Dr.M.Mallikarjuna	Lec in Commerce	Govt Degree College Anantapur, AnanthapurDist	9391523336
10	Dr.D.Bhaskar	Lec in Commerce	Govt Degree College, Puttur, Chittoor	9440095961
11	Dr.PVenugopal	Lec in Commerce	Govt Degree College, Puttur, Chittoor	9393887222
12	Dr N.V. Krishnaiah	Lec in Commerce	Silver Jubilee Govt Degree College, Kurnool District	9440971169
13	Dr U.Prabhakar Reddy	Lec in Commerce	Govt Degree College(A), Anantapuram	9965574101
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15	Sri R.V.Subba Reddy	Lec in Commerce	Govt Degree College, Puttur, Chittoor	9440534166
16	Dr M.Reddy Nayak	Lec in Commerce	Govt Degree College, Puttur	7013596146
17	Dr N.Sankar Reddy	Lec in Commerce	Govt Degree College, Pakala, Chittoor	
18	Sri A.Adinarayana Reddy	Lec in Commerce	Govt Degree College Dharmavaram, Ananthapuram	9866781650
19	Dr N.Murali	Lec in Commerce	Govt Degree College, Puttur, Chittoor	9440267842
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Department of B.Com- Computer Science

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SKR & SKR GOVT. DEGREE COLLEGE FOR WOMEN (A) KADAPA

Re accredited by NAAC at B Grade

DEPARTMENT OF MICROBIOLOGY- (BOS – 2020-2021)

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DEPARTMENT OF ZOOLOGY - (BOS 2019-2020)

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(2020 – 2021)**

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ANNEXURE-V
CREDIT
PATTERN

ALLOCATION OF CREDIT POINTS (MATHEMATICS STREAM)

S.N o.	MODULE	SEM I	SEM II	SEM III	SEM IV	SEM V	SEM VI	TOTAL CREDITS
01.	TELUGU/URDU/SANSKR IT	3	3	3	-	-	-	9
02.	ENGLISH	3	3	3	-	-	-	9
03.	MATHEMATICS	5	5	5	5	5+5	5+5	40
04.	PHYSICS/ELECRONICS/ STATISTICS	3	3	3	3	3+3	3+3	24
05.	CHEMISTRY/ COMPUTER SCIENCE	3	3	3	3	3+3	3+3	24
06.	STAT/PHY/ELECRONICS- PRACTICALS	2	2	2	2	2+2	2+2	16
07.	COMP/CHE-PRACTICAL S	2	2	2	2	2+2	2+2	16
08.	HVPE	2	-	-	-	-	-	2
09.	ENVIRON. SCIENCE	2	-	-	-	-	-	2
10.	ICT-1	-	2	-	-	-	-	2
11.	ICT-2	-	-	2	-	-	-	2
12.	CSS-1	-	2	-	-	-	-	2
13.	CSS-2	-	-	2	-	-	-	2
14.	CSS-3	-	-	-	2	-	-	2
15.	ANALYTICAL SKILLS	-	-	-	2	-	-	2
16.	ENTREPRENEURSHIP EDUCATION	-	-	-	2	-	-	2
17.	LEADERSHIP EDUCATION	-	-	-	2			2
	TOTAL	25	25	25	23	30	30	158

ALLOCATION OF CREDIT POINTS (BIOLOGY STREAM)

S.N o.	MODULE	SEME I	SEM II	SEM III	SEM IV	SEM V	SEM VI	TOTAL CREDITS
01.	TELUGU/URDU/SANSKRIT	3	3	3	-	-	-	9
02.	ENGLISH	3	3	3	-	-	-	9
03.	BOTANY/ZOOLOGY	3	3	3	3	3	9	24
04.	BIOCHEM/BIOTECH/ MICROBIOLOGY	3	3	3	3	3	9	24
05.	CHEMISTRY	3	3	3	3	3	9	24
06.	BOT/ZOO-PRACTICALS	2	2	2	2	2	6	16
07.	BIOCHE/MICRO/BIOTECH H -PRACTICALS	2	2	2	2	2	6	16
08.	CHE-PRACTICALS	2	2	2	2	2	6	16
09.	HVPE	2						2
10.	ENVIRON. SCIENCE	2	-	-	-	-	-	2
11.	ICT-1	2	-	-	-	-	-	2
12.	ICT-2	-	2	-	-	-	-	2
13.	CSS-1	-	2	-	-	-	-	2
14.	CSS-2	-	-	2	-	-	-	2
15.	CSS-3	-	-	-	2	-	-	2
16.	ANALYTICAL SKILLS	-	-	-	2	-	-	2
17.	ENTREPRENEURSHIP EDUCATION	-	-	-	2	-	-	2
18.	LEADERSHIP EDUCATION	-	-	-	2	-	-	2
	TOTAL	27	25	23	23	15	45	158

ALLOCATION OF CREDIT POINTS (ARTS STREAM)BA(HEP) EM/TM/TTM

S.N o.	MODULE	SEM I	SEM II	SEM III	SEM IV	SEM V	SEM VI	TOTAL CREDITS
01.	TELUGU/URDU/SANSKR IT	3	3	3	-	-	-	9
02.	ENGLISH	3	3	3	-	-	-	9
03.	HISTORY	4	4	4	4	4+4	4+4	32
04.	POLITICAL SCIENCE / TTM	4	4	4	4	4+4	4+4	32
05.	ECONOMICS / Special English	4	4	4	4	4+4	4+4	32
06	HVPE	2	-	-	-	-	-	2
07	ENVIRON. SCIENCE	2	-	-	-	-	-	2
08	ICT-1	-	2	-	-	-	-	2
09	ICT-2	-	-	2	-	-	-	2
10	CSS-1	-	2	-	-	-	-	2
11	CSS-2	-	-	2	-	-	-	2
12	CSS-3	-	-	-	2	-	-	2
13	ANALYTICAL SKILLS	-	-	-	2	-	-	2
14	ENTREPRENEURSHIP EDUCATION	-	-	-	2	-	-	2
15	LEADERSHIP EDUCATION	-	-	-	2	-	-	2
	TOTAL	22	22	22	20	24	24	134

ALLOCATION OF CREDIT POINTS (COMMERCE STREAM) GENERAL

S.No.	MODULE	SEM I	SEM II	SEM III	SEM IV	SEM V	SEM VI	TOTAL CREDITS
01.	TELUGU/URDU/SANS KRIT	3	3	3		-	-	9
02.	ENGLISH	3	3	3		-	-	9
03.	Fundamentals of Accounting-I	4	-	-	-	-	-	4
04.	Business Organisation	4	-	-	-	-	-	4
05.	Business Economics	4	-	-	-	-	-	4
06.	Fundamentals of Accounting-II	-	4	-	-	-	-	4
07.	Principles of Management	-	4	-	-	-	-	4
08.	Business Economics-II	-	4	-	--	-	-	4
09.	Corporate Accounting	-	-	4	-	-	-	4
10.	Business Statistics	-	-	4	-	-	-	4
11.	Banking Theory and Practice	-	-	4	-	-	-	4
12.	Business Laws	-	-	-	4	-	-	4
13.	Income Tax	-	-	-	4	-	-	4
14.	Accounting for Service Organisation	-	-	-	4	-	-	4
15.	Cost Accounting	-	-	-	-	4	-	4
16.	Advanced Accounting-I	-	-	-	-	4	-	4

17.	Commercial Geography	-	-	-	-	4	-	4
18.	GST-Fundamentals-I	-	-	-	-	4	-	4
19.	Central Banking	-	-	-	-	4	-	4
20.	Rural & Farm Credit	-	-	-	-	4	-	4
21.	GST and Customs Act-II	-	-	-	-	-	4	4
22.	Auditing	-	-	-	-	-	4	4
23.	Management Accounting	-	-	-	-	-	4	4
24.	Advanced Accounting-II	-	-	-	-	-	4	4
25.	Financial Services	-	-	-	-	-	4	4
26.	Marketting of Financial Services						4	4
27.	HVPE	2	-	-	-			2
28.	ENVIRON. SCIENCE	2	-	-	-	-	-	2
29.	ICT-1	-	2	-	-	-	-	2
30.	ICT-2	-	-	2	-	-	-	2
31.	CSS-1	-	2	-	-	-	-	2
32.	CSS-2	-	-	2	-	-	-	2
33.	CSS-3	-	-	-	2	-	-	2
34.	ANALYTICAL SKILLS	-	-	-	2	-	-	2
35.	ENTREPRENEURSHIP EDUCATION	-	-	-	2	-	-	2
36.	LEADERSHIP EDUCATION	-	-	-	2			2
	TOTAL	22	22	22	20	24	24	134

ALLOCATION OF CREDIT POINTS (COMMERCE STREAM) COMPUTERS

S.No	MODULE	SEM I	SEM II	SEM III	SEM IV	SEM V	SEM VI	TOTAL CREDITS
01.	TELUGU/URDU/SANS KRIT	3	3	3	-	-	-	9
02.	ENGLISH	3	3	3	-	-	-	9
03.	Fundamentals of Accounting-I	4	-	-	-	-	-	4
04.	Business Organisation & management	4	-	-	-	-	-	4
05.	Computer Fundamentals & Photoshop	4+2	-	-	-	-	-	6
06.	Fundamentals of Accounting-II	-	4	-	-	-	-	4
07.	Business Economics	-	4	-	-	-	-	4
08.	C-Language	-	4+2	-	-	-	-	6
09.	Corporate Accounting	-	-	4	-	-	-	4

10.	Business Statistics	-	-	4	-	-	-	4
11.		-	-	4+2	-	-	-	6
12.	Business Laws	-	-	-	4	-	-	4
13.		-	-	-	4	-	-	4
14.	Office Automation & Tools	-	-	-	4+2	-	-	6
15.	Cost Accounting					4		4
16.	Advanced Accounting-I					4		4
17.	Commercial Geography					4		4
18.	GST & Service Tax-I					4		4
19.						4+2		6
20.						4+2		6
21.	GST & Customs Act-II						4	4
22.	Auditing						4	4
23.	Management Accounting						4	4
24.	Advanced Accounting-II						4	4
25.							4+2	6
26.							4+2	6
	HVPE	2	-	-	-			2
	ENVIRON. SCIENCE	2	-	-	-			2
	ICT-1	-	2	-	-			2
	ICT-2	-	-	2	-			2
	CSS-1	-	2	-	-			2
	CSS-2	-	-	2	-			2
	CSS-3	-	-	-	2			2
	ANALYTICAL SKILLS	-	-	-	2			2
	ENTREPRENEURSHIP EDUCATION	-	-	-	2			2
	LEADERSHIP EDUCATION	-	-	-	2			2
	TOTAL	24	24	24	22	28	28	150

ALLOCATION OF CREDIT POINTS: M.A., English&M.ScZoolgy

PART	SUBJECT	TEACHING HOURS	CREDITS IN EACH SEMESTER				TOTAL CREDITS	CREDITS/ PART
			SEM I	SEM II	SEM III	SEM IV		
THEORY	CORE - 1	5	4	4	4	4	16	76
	CORE - 2	5	4	4	4	4	16	

	CORE - 3	5	4	4	4	4	16	
	CORE - 4	5	4	4	4	-	12	
	CORE - 5	5	4	4	4	-	12	
	CORE - 6	-	-	4	-	-	4	
DESSERTATION ON PROJECT WORK + VIVA VOCE						8	8	8
TOTAL CREDITS			20	24	20	20	84	84

ANNEXURE - I CBCS CURRICULAR FRAMEWORK (2020 - 21 ONWARDS) - BACHELOR OF ARTS													
Subjects	SEM I		SEM II		SEM III		SEM IV		SEM V		SEM VI		
	Hrs/W	Credits	Hrs/W	Credits	Hrs/W	Credits	Hrs/W	Credits	Hrs/W	Credits	Hrs/W	Credits	
English	4	3	4	3	4	3							
Language (H/T/S)	4	3	4	3	4	3							
Life Skill Courses	2	2	2	2	2+2	2+2							
Skill Development Courses	2	2	2+2	2+2	2	2							
Core Papers													
Major 1	5	4	5	4	5	4	5	4					
Major 2	5	4	5	4	5	4	5	4					
Major 3	5	4	5	4	5	4	5	4					
Major 1	5	4	5	4	5	4	5	4					
Major 2	5	4	5	4	5	4	5	4					
Major 1									5	4			
Major 2									5	4			
Major 1									5	4			
Major 2									5	4			
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ANNEXURE - II CBCS CURRICULAR FRAMEWORK (2020 - 21 ONWARDS) - BACHELOR OF SCIENCES													
Subjects	SEM I		SEM II		SEM III		SEM IV		SEM V		SEM VI		
	Hrs/W	Credits	Hrs/W	Credits	Hrs/W	Credits	Hrs/W	Credits	Hrs/W	Credits	Hrs/W	Credits	
Languages													
English	4	3	4	3	4	3							
Language (H/T/S)	4	3	4	3	4	3							
Life Skill Courses	2	2	2	2	2+2	2+2							
Skill Development Courses	2	2	2+2	2+2	2	2							
Major 1	Core 1,2,3,&4	4+2	4+1	4+2	4+1	4+1	4+2	4+1					
Major 2	Core 1,2,3,&4	4+2	4+1	4+2	4+1	4+1	4+2	4+1					
Major 3	Core 1,2,3,&4	4+2	4+1	4+2	4+1	4+1	4+2	4+1					
Major 1	Core -5						4+2	4+1					
Major 2	Core -5						4+2	4+1					
Major 3	Core -5						4+2	4+1					
Major 1	Skill Enhancement Courses (6 & 7)						4+2	4+1					
Major 2	Skill Enhancement Courses (6 & 7)						4+2	4+1					
Major 3	Skill Enhancement Courses (6 & 7)						4+2	4+1					
Hrs/W (Academic Credits)	30	25	32	27	32	27	36	30	36	30	12	4	4
Project Work													
Extension Activities (Non NCC/NSS/sports/Extra Curricular)								2					
Yoga						1		1					
Extra Credits													
Hrs/W (Total Credits)	30	25	32	27	32	28	36	33	36	30	12	4	4

ANNEXURE – VI
Department wise
CURRICULAM

ANNEXURE – VII

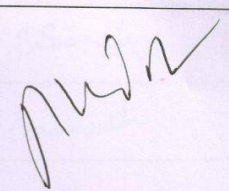

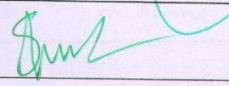

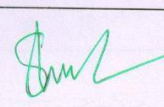
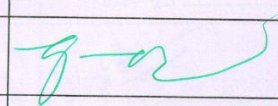

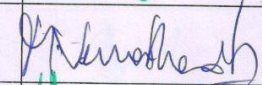
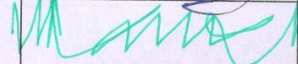
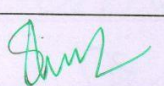
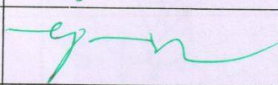
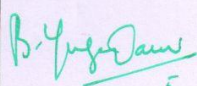
STARTING OF NEW MARKET ORIENTED COURSES UG LEVEL

ANNEXURE-VIII
COLLEGE ACTIVITY
REGISTER 2019-2020

SKR & SKR Govt. College for Women (A), Kadapa
Minutes of Third meeting of Academic Council
Date :01-04-2021

MEMBERS ATTENDED

S.No.	NAME AND DESIGNATION	CADRE	SIGNATURE
1.	Dr. P.SubbaLakshumma, Principal, SKR & SKR GOVERNMENT COLLEGE FOR WOMEN (A), KADAPA	Chair Person	<i>P. Subba Lakshumma</i>
2.	Prof.A.G.Damu Department of Chemistry, YV University, Kadapa.	University Nominee	<i>A.G. Damu</i>
3.	Prof.T,Ram Prasad Reddy Department of Telugu, YV University, Kadapa.	University Nominee	<i>Ram Prasad</i>
4.	Prof. T. Srinivas Department of Business Administration, YV University, Kadapa.	University Nominee	<i>T. Srinivas</i>
5.	Sri.T.Sekhar Reddy Advocate/Notary, Maruthi Nagar,Kadapa.	Member – Law	<i>T. Sekhar Reddy</i>
6.	Sri.S.Guru Sankar Industrialist Chaitanya Chemicals Industrial Estate, Kadapa.	Member – Industries	<i>S. G. Sankar</i>
7.	Dr. K.Sasi Kala Gynecologist Sri Lakshmi Maternity Hospital, Nagarajupet ,Kadapa.	Member – Medicine	<i>K. Sankala</i>

8.	Sri,Posa Prasad Auditor, H.G Street Madras Road ,Kadapa.	Member – Commerce	
9.	N. Rama Krishna, Lecturer In Charge, Dept. Of English	Member	
10.	S,Shazeeya begum Lecturer In Charge, Dept. Of Telugu	Member	
11.	PMR. Jayanthi, Lecturer In Charge, Dept. Of Hindi	Member	
12.	Dr. S. Shazeeya Begum, Lecturer In Charge, Dept. Of Urdu.	Member	
13.	B. Gangadhar, Lecturer In Charge, Dept. Of History	Member	
14.	K. Vijaya lakshmi, Lecturer In Charge, Dept. Of Economics	Member	
15.	M. Veera Bhadraraiyah, Lecturer In Charge, Dept. Of Political Science	Member	
16.	N. Rama Krishna, Lecturer In Charge, Dept. Of Special English	Member	
17.	Dr. S. Saziya Begum, Lecturer In Charge, Dept. Of Special Urdu.	Member	
18.	B. Gangadhar, Lecturer In Charge, Dept. Of Tourism & Travel Management	Member	
19.	V. Sree Rama Reddy, Lecturer In Charge, Dept. Of Commerce	Member	V. Sreeramaiah
20.	I.Nageswar Reddy, Lecturer In Charge, Dept. Of Statistics	Member	
21.	B,Yugavani, Lecturer In Charge, Dept. Of Botany& Horticulture	Member	

22.	B. Swarna Mary, Lecturer In Charge, Dept. Of Zoology	Member	B. Swarna Mary
23.	Dr.Ch Sravanthi, Lecturer In Charge, Dept. Of Microbiology	Member	Sravanthi
24.	Dr.K. Nagamuni Reddy, Lecturer In Charge, Dept. Of Biochemistry	Member	Nagamuni Reddy
25.	Dr. D. Aruna Kumari, Lecturer In Charge, Dept. Of Biotechnology	Member	D. Aruna Kumari
26.	K. Namratha, Lecturer In Charge, Dept. Of Mathematics	Member	Namratha K
27.	Dr. M.Padmavathi, Lecturer In Charge, Dept. Of Physics	Member	M. Padmavathi
28.	L.Sudheera, Lecturer In Charge, Dept. Of Chemistry	Member	L. Sudheera
29.	A. Haritha, Lecturer In Charge, Dept. Of Computer Science & CA	Member	A. Haritha
30.	Dr. M. Padamavathi, Lecturer In Charge, Dept. Of Electronics	Member	M. Padmavathi
31.	Dr. S. Shazeeya Begum, Lecturer In Charge, Dept. Of HVPE	Member	S. Shazeeya Begum
32.	N. Rama Krishna, Lecturer In Charge, Dept. Of English (PG)	Member	N. Rama Krishna
33.	K. Madan Mohan, Physical Director, Dept. Of Physical Education	Member	K. Madan Mohan
34.	B.Yugavani, Lecturer in Botany, Controller of Examinations	Member	B. Yugavani
35.	C.V. Krishnaveni, Lecturer in Computer Science, IQAC Coordinator	Member	C.V. Krishnaveni
36.	L.Sudheera , Lecturer In Charge, Dept. Of Chemistry	Member-Secretary	L. Sudheera

SKR & SKR Govt. College for Women (A), Kadapa
Minutes of Fifth meeting of Academic Council
Date :06-01-2022

MEMBERS ATTENDED

S.No.	NAME AND DESIGNATION	CADRE	SIGNATURE
1.	Dr. P.Subba Lakshumma, Principal, SKR & SKR GOVERNMENT COLLEGE FOR WOMEN (A), KADAPA	Chair Person	<i>P. Subba Lakshumma 6.1.2022</i>
2.	Prof.A.G.Damu Department of Chemistry, YV University, Kadapa.	University Nominee	<i>[Signature]</i>
3.	Prof.T,Rama Prasada Reddy Department of Telugu, YV University, Kadapa.	University Nominee	<i>[Signature]</i>
4.	Prof. T. Srinivas Department of Business Administration, YV University, Kadapa.	University Nominee	<i>[Signature]</i>
5.	Sri.T.Sekhar Reddy Advocate/Notary, Maruthi Nagar, Kadapa.	Member – Law	
6.	Sri.S.Guru Sankar Industrialist Chaitanya Chemicals Industrial Estate, Kadapa.	Member – Industries	<i>[Signature]</i>
7.	Dr. K.Sasi Kala Gynecologist Sri Lakshmi Maternity Hospital, Nagarajupet ,Kadapa.	Member – Medicine	<i>K. Sankala</i>
8.	Sri,Posa Prasad Auditor, H.G Street	Member – Commerce	

	Madras Road ,Kadapa.		
	Dr. B.Sreenivasulu, Second Principal	Member	<i>B.S. Sreenivasulu</i>
	Dr.K.V.Prasad Lecturer In Charge, Dept. Of English & Special English	Member	<i>K.V. Prasad</i>
	S.Shazeeya begum Lecturer In Charge, Dept. Of Urdu, Telugu, Special Urdu, Hindi	Member	<i>S. Shazeeya Begum</i> 6.1.2022
	Vijaya lakshmi, Lecturer In Charge, Dept. Of Economics & History	Member	<i>Vijaya Lakshmi</i> 6.1.2022
	M. Veera Bhadraraih, Lecturer In Charge, Dept. Of Political Science	Member	<i>M. Veera Bhadraraih</i> 6/1/22
	T.Sreenivaslu Reddy Lecturer In Charge, Dept. Of Tourism & Travel Management	Member	<i>T. Sreenivaslu Reddy</i> 6.1.22
	V. Sree Rama Reddy, Lecturer In Charge, Dept. Of Commerce	Member	<i>V. Sree Rama Reddy</i>
	N.Raghavendra Lecturer In Charge, Dept. Of Statistics	Member	<i>N. Raghavendra</i>
	B, Yugavani, Lecturer In Charge, Dept. Of Botany & Horticulture	Member	<i>B. Yugavani</i>
	B. Swarna Mary, Lecturer In Charge, Dept. Of Zoology	Member	
	B. Priyadarshini, Lecturer In Charge, Dept. Of Microbiology & Biochemistry	Member	<i>B. Priyadarshini</i> 6/1/22
	Dr.P.Sachi Devi , Lecturer In Charge, Dept. Of Biotechnology	Member	<i>P. Sachi Devi</i>
	DrpP.Gurivi Reddy, Lecturer In Charge, Dept. Of Mathematics	Member	<i>P. Gurivi Reddy</i>
	Dr. M.Padmavathi,	Member	<i>M. Padmavathi</i>

Lecturer In Charge, Dept. Of Physics & Electronics		<i>M. Dadee</i>
L. Sudheera, Lecturer In Charge, Dept. Of Chemistry	Member	<i>Sc</i> <i>6/1/22</i>
A. Haritha, Lecturer In Charge, Dept. Of Computer Science & CA	Member	<i>Haritha</i>
Dr. K. V. Prasad, Lecturer In Charge, Dept. Of English (PG)	Member	<i>K. V. Prasad</i>
K. Madan Mohan, Physical Director, Dept. Of Physical Education	Member	<i>K. M. Mohan</i>
B. Yugavani, Lecturer in Botany, Controller of Examinations	Member	<i>B. Yugavani</i>
C. V. Krishnaveni, Lecturer in Computer Science, IQAC Coordinator	Member	<i>C. V. Krishnaveni</i> <i>6/1/22</i>
L. Sudheera, Lecturer In Charge, Dept. Of Chemistry	Member-Secretary	<i>Sc</i> <i>6/1/22</i>

