

# **S** tudent Service and **P** rogression **A** cademic **R** epository for **K** adiri College

The main objective of the SPARK is to oversee the academic affairs of the college and make recommendations to the Principal about academic programs and strategic priorities. The SPARK Committee is formed with the following committees under the chairmanship of Principal.

## **COLLEGE ACADEMIC COMMITTEE (CAC)**

The members of the committee sit together at regular intervals of time to develop the ways and means to ensure that quality teaching-learning process should remain the topmost priority. This Committee also formulates the guidelines, rules and regulations of all Academic affairs of the college keeping in view of the ensuing NAAC.

<b>Coordinator</b>		<b>Dr. A Narayana Swamy</b>
1. B.A	<b>Members</b>	<b>1.Dr. U. Sankara</b>
2. B.Sc	<b>Members</b>	<b>2. Dr. D. Adinarayana</b>
3.B.Com	<b>Members</b>	<b>3.Dr. P.M. Siva Prakash</b>

### **Functions:**

- Members of the committee give their suggestions and directions for the smooth running of the college in academic aspect;
- Review the academic/audit and other related activities of the college;
- Review the students and faculty development programs;
- Visualize and formulate perspective plans for the development and growth of the college;
- Prepare and review Academics Calendar and Class Routine for the college;
- Review and update the College Prospectus;
- Decide the introduction of Students Uniform in the College;
- Promote research and extension activities in the college campus;
- Plan for sustaining the quality of education, quality improvement and accreditation of the college;
- Keep vigilance on the attendance of teachers and regularity in taking the classes;
- Oversee the internal examinations/evaluation/recording;
- Take disciplinary action to the students for violation and disobedience to the college rule.

## COLLEGE NAAC STEERING COMMITTEE

**History:-**The National Assessment and Accreditation Council is an autonomous body established by the University Grants Commission (UGC) of India to assess and accredit institutions of higher education in the country. It is an outcome of the recommendations of the National Policy in Education (1986) which laid special emphasis on upholding the quality of higher education in India. To address the issues of quality, the National Policy on Education (1986) and the Plan of Action (POA-1992) advocated the establishment of an independent national accreditation body. Consequently, the NAAC was established in 1994 with its headquarters at Bangalore.

For NAAC accreditation process at the College level, Steering Committee is constituted with the following members:

NAAC COMMITTEE	Dr. R. Hydarali (Co-ordinator)
CRITERIA	Convener/Members
1. Curricular Aspects	1. P. Guru Prathap Reddy 2. Dr. D Adinarayana
2. Teaching, Learning and Evaluation	1. Dr. R. Hydarali 2. Dr. A. Narayana Swamy
3. Research Innovation and Extension	1. Dr. V. Raj Mahammadh 2. Dr. U. Sankar
4. Infrastructure and Learning	1. Dr. R. Narasimha Chari 2. B. Bhaskar Reddy 3. S. Yaseen Peer
5. Student Support and Progression	1. P. Siva Prasad 2. D. Subramanyam 3. B. Lalitha Bai 4. J. V. Ramana
6. Governance, Leadership and Management	1. Dr. S. Smitha (Chairman) 2. Dr. R. Narasimha Chari 3. C. Uma Devi (Supdt) 4. P. Adinarayana (Jr Asst)
7. Institutional Values and Best Practices	1. Dr. K. Srinivasulu 2. A. Hanumantha Rao 3. M. Dasaratha Ramaiah 4. D. Raghunatha Reddy 5. K. Sundar Mohan Reddy

## RESEARCH AND PROMOTION CELL

The Research and Promotion Cell has been constituted with the following members under the chairmanship of principal.

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	Dr. V. Raj Mahammadh
	1. Dr. R. Hydarali
	2. Dr. K. Srinivasulu
	3. Dr. D Adinarayana
<b>RESEARCH COMMITTEE</b>	4. Dr. K. Chandra
	5. Dr. U. Sankar
	6. Dr. A. Narayana Swamy
	7. Dr. R. Narasimha Chari
	8. Dr. D. Subramanyam

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The main objective of Research & Promotional Cell is to explore new avenues of knowledge, encourage and promote research culture at the College. The research and teaching should go hand in hand for knowledge accumulation. The committee encourages faculty members to undertake and pursue their research and publish their findings. They are also encouraged to participate and

present papers at conferences, seminars, symposia and workshops. The Committee is to organize regularly research oriented Faculty Development Programs, workshops, Management Development Programs, Seminars & conferences in the College. This committee deliberates all important issues relevant to research at the college level, which include research clusters, college research seminars, research infrastructure; research funding, research productivities. The committee shall meet once every quarter during the Academic year.

### **Objective**

- To foster Innovation and Research that will lead to competitive development;
- To establish our college as a Centre for Excellence in Innovation, through an interdisciplinary approach;
- To create opportunities for students to build their Academic Profile for a successful career;
- To enhance productivity in our youth and channel their intellect to improvise and invent for the benefit of society.

### **Role and Responsibilities**

- Organizing National and International Conferences;
- Organizing Short Term Training Programs and workshops;
- Establishing linkages with other Institutes / Labs / Organizations for projects;
- Arranging seminars on paper presentation techniques for faculty and students, designed to meet national and international standards;
- Inculcate the concept of research among students & staff by arranging paper presentation competitions;
- Encourage publication of research articles by sending deserving entries to journals;
- Identifying members of the faculty who have are orientation towards research activities.

## **EXAMINATION COMMITTEE**

The Examination committee is an apex body of the College which is headed by Principal and shall be facilitated by three sections: Examination, Record Maintenance and Administration. The main function of this Committee is to carry out examinations. Keeping the record of each and every issue related to the examination and . The Examination Committee plans and organizes all internal as well external examinations in the college. The Examine Committee of the College is formed with the following members under the chairmanship of Principal.

<b>EXAMINATION COMMITTEE</b>	<b>1. Dr.S. Smitha (Chief Supdt).</b> <b>2. S. Yaseen Peer</b> <b>3. N Ershad Hussain and Team</b>
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### **Role and Responsibility**

1. The Examination Committee shall circulate relevant time tables released by SK University, Anantapuram for College Examinations.
2. The Examination Committee shall make Seating Arrangement and display them on the concerned Notice Board.
3. Suggest Principal to appoint Assistant Officer in charges for smooth conduct of Examinations.
4. The Exam Committee shall hold pre-exam meetings to brief the members of faculty with regard to the examination procedures and prepare budget of expenditure.
5. After the end of each examination the Committee will submit the audited accounts submitted to DOE, SKU, Anantapuramu.
6. To ensure that the entire exam related documents reach the university in time
7. Any Grievance, Circular, Guideline, Office Order, Notification issued by the University are processed in the Examination Cell, reply thereof prepared and after Principal's signature dispatched or circulates to the concerned Departments.

## LIBRARY MANAGEMENT COMMITTEE

Library Management Committee has to monitor continuously to enhance and update its infra/ Knowledge repository as Library is one of the key learning resources which assists students in fulfilling their information requirements and helps its faculty in supplementing class-room lectures. The Library Management Committee is constituted with the Principal as its Chairperson and 5 members from different academic departments. The Committee extends advice and suggests new ideas from time to time regarding the developmental activities of the Library.

<b>LIBRARY COMMITTEE</b>	1. Dr. K. Chandra I/C
	2. S.Md. Ali
	3. B. Lalitha Bai
	4. S. Nasreen Shahidi
	5. N.Dildar Bhasha
	6 .S.Yaseen Peera

### Objective

The purpose of the Library Committee is to act as a channel of communication between the Institute Library and its users. It shall assist in developing operational procedures, suggest various measures for improvement and development of the library resources. It shall strive to inculcate the enriching habit of reading books in a technologically enabled and intellectual atmosphere.

### Role and Responsibility

- Purchase of Library Material-e material and reading devices
- Provision and upkeep of Reading Room
- Reference Section
- Access
- Working Hours, Extended Hours & Holidays
- Current students, Alumni, visitor/community
- Book Issue, Issue Period
- Facility- Reprography & Internet connectivity
- Book Bank
- Linkages to other Libraries
- Automation
- Stock Checking

## PUBLICATION CELL

STSN Govt. Degree College has a Publication cell which is responsible for publishing College monthly Magazine with current affairs. The Publication Cell of the College publishes monthly News Letter of various Departments from time to time. This Cell is entrusted with upload of various activities reflecting NAAC criteria and also Deptl. Activities, curricular, co-curricular & Extracurricular, Seminar/Conference/Workshop Proceedings etc.

To make promotional activities about the college such as printing of pamphlets or brochures in attractive way and to distribute them to the public and students as and when required.

The Publication Cell is formed with the following members under the chairmanship of Principal.

<b>PUBLICATION COMMITTEE</b>	1. Dr. S. Smitha
	2. P. Siva Prasad
	3. N Ershad Hussain

## CAREER GUIDANCE & COUNSELING CELL

Career Guidance and Counselling Cell aim at to guide and direct students to set their career goals and stimulate them to exercise their consistent endeavours to accomplish their career objectives. Keeping in view the competence, interests, and acquired knowledge of the students, it channels the young trainees to fetch lucrative specialized career. Various sessions are conducted to evaluate the students on the basis of their professional as well as interpersonal skills. Committee helps them to explore new knowledge and inculcate recent company attitudes among them as per the requirements of the global competitive world. The Career Guidance & Counselling Cell is formed with the following members under the chairmanship of Principal.

<b>CAREER GUIDANCE CELL</b>	1. Dr. U.Sankar
	2. S. Md. Ali
	3. S Yaseen Peer
	4. Dr P.M. Siva Prakash

### Objective

- To keep students updated with the latest operational trends and career prospects.
- Facilitate trainees to illustrate and expose themselves with confidence and buoyancy.
- To acquaint them with numerous job opportunity.
- To guide them for entrepreneurships.

### Role and Responsibilities

- It is the duty of the committee members to conduct counseling sessions to evaluate the instructive as well as cognitive tendencies of the students. Students with disruptive approach towards their future should be given extra guidance. Such problems can be solved by taking the assistance of the parents of such students.
- Committee should be responsible enough to cater the need of bright students. It should help them to acquaint with new rising company as well as new working trends.
- Every student should be given the chance to expose his weaknesses and express himself/herself completely. A free and frank conversation is thus needed to peep through the personality of the student. Committee should be liable to create congenial environment for this.
- Any other duties the Principal may assign.

## GRIEVANCE REDRESSAL CELL

This committee is vested with the authority to settle any type of grievances raised by the students, teachers and non-teaching staff of the college. The students are ought to lodge their grievances to their respective tutors, and they in turn intimates the matter to the committee for necessary action. Students are not encouraged to petition the Principal, initially. They have to avail the avenue provided by the grievance redressal cell and then the Principal, if the grievances are not redressed.

The Grievance Redressal Cell of the College is formed with the following members under the chairmanship of Principal.

<b>GRIEVANCE REDRESSAL CELL</b>	1. P.Siva Prasad
	2. Dr.R.Narasimhachari
	3. S.Yaseen Peer
	4. N Ershad Hussain

## COMMITTEE ON SPORTS & EXTRA CURRICULAR ACTIVITIES

The college provides a vibrant platform to develop the varied interests and aptitudes of our large student community and thus shape them into successful, well-rounded adults and good citizens of tomorrow. A wide variety of forums and committees promotes sports, cultural, social service and other extra-curricular and co-curricular activities which not only nurture talent but also develop team building, leadership and organizational skills.

This committee organizes all the sports events on the campus. The College strongly believes in all round development of students. The activities carried out by this Committee help the students in getting an experience of working in teams, organizing various types of events, and developing insight into multiple functions of management. The College actively supports sports, cultural, literary and other recreational activities. Students are encouraged to take part in extra-curricular activities and competitions organized by S.K.University, Ananthapuramu and inter-districts sports. The Committee for Sports and Co-curricular activities of the college is formed with the following members under the chairmanship of principal.

<b>SPORTS COMMITTEE</b>	1. Dr. R. Narasimha Chari (Convener)
	2. B. Lalitha Bai
	3. J. V. Ramana
	4. C. Lakshmi Reddy
	5. M. Dasaratha Ramaiah.

## CULTURAL & FESTIVAL COMMITTEE

The Cultural & festival Committee of the college is constituted to promote and arrange extra-curricular activities to bring out the talents of students in the performing arts with the following members under the chairmanship of principal

<b>CULTURAL &amp; FESTIVAL COMMITTEE</b>	Dr. V. Raj Mahammadh
	Dr. R. Hyder Ali
	Dr. K. Chandra
	B. Lalitha bai
	S. Nasreen
	Dr. R. Narasimha Chari

### Role and Responsibility

- The Cultural Committee shall be responsible for all intra and inter collegiate cultural events in the College.
- To plan and schedule cultural events for the academic year. (Tentative dates to be included in the academic calendar of the institute.)
- The Convener of the committee shall conduct a meeting of the committee to discuss and delegate task
- To prepare and maintain records of all cultural activities
- Any other duties the Principal may assign.

### Procedure to organize cultural events:

- To obtain formal permission from the Principal to arrange program
- To decide the date, time and agenda of the program
- To inform members of staff and students about the event
- To arrange the venue and logistics (audio/video system, dais, podium etc).
- To invite the Chief Guest and other dignitaries
- To arrange mementos for guests and gifts/certificates for the participants
- The committee shall display on the Notice Board/Website information about festivals to Celebrate.

## **The Cultural Committee shall also be responsible for organizing the following events**

(a) Fresher's Day (b) Festival Celebrations (c) Independence Day (d) Republic Day (e) College Foundation Day

### **UGC COMMITTEE**

The College has set up a UGC Committee to approve the proposal for development of undergraduate education, after identifying its needs and deciding on its priorities. Besides the Principal, Coordinator IQAC, and senior teachers, Librarian, a senior person from the Accounts Department are the members of the UGC Committee. After finalizing the budget allocation for UG education, the Committee submits the details to the Chaiman of the committee. The UGC Committee consists of the members under the chairmanship of Principal.

<b>UGC Committee</b>	<b>1. Dr. S. Smitha (Coordinator)</b>
	<b>2.P.Siva Prasad</b>
	<b>3.Dr.R.Hyder Ali</b>
	<b>4.Dr.D.Asdinarayana</b>
	<b>5.Dr.A.narayana Swamy</b>
	<b>6.Dr.K.Chandra</b>
	<b>7. Dr.D.Narasimha Chari</b>
	<b>8. Superintendent</b>
	<b>9. Junior Assistant</b>

### **COLLEGE WEB TEAM**

The committee also responsible for procurement of College profile in terms of Organ gram, Faculty information, Cadre strength, Infrastructure, NAAC criterion wise data, Web Site Design and Website Programming of the College is the responsibility of the web team constituted for the purpose. The web team consisted of the following members:

<b>WEBSITE COMMITTEE</b>	<b>Dr. V. Raj Mahammadh</b>
	<b>Dr. R. Narasimhachari</b>
	<b>K. Aravinda Reddy</b>

### **WOMEN EMPOWERMENT CELL**

“Educate a man and you educate an individual. Educate a woman and you educate a family.” STSN Women Empowerment Cell endeavors to empower women and at creating wider gender sensitivity so as to facilitate a congenial working environment. Its objective is to create awareness among women employees/ students/ stake holders so that they are not subjected to gender-specific discrimination or sexual harassment and ensure that their fundamental rights (provided by the Constitution of India) are not violated. The Women Empowerment Cell of the college is formed with the following members under the chairmanship of principal.

<b>WOMEN EMPOWERMENT COMMITTEE</b>	<b>1. S Nasreen Sahidi (Co-ordinator)</b>
	<b>2. B Lalitha Bai</b>
	<b>3. Dr K Chandra</b>
	<b>4. P Noorjahan</b>
	<b>5. Dr. R. Narasimhachari</b>
	<b>6. N. Pushpalatha</b>
	<b>7. M Santhoshi</b>
	<b>8. V Roja Rani</b>

## Objective

- The Women Empowerment Cell is to serve the Women faculty and students of college.
- To enhance the self-esteem and self-confidence of women students, faculty and staff in the college.
- To enable women to make informed choices in areas like education, employment and health especially reproduction health. To enhance their participation on an equal footing in all areas.
- To create social awareness about the problems of women and in particular regarding gender discrimination.
- To organize seminars, workshops for creating general awareness and orientation of students, teachers, non-teaching staff for their active and sustained participation in the activities of Cell.
- To promote intellectual and cultural activities for overall personality development of student.

## Role and Responsibilities

- To organize activities particularly on issues pertaining to „Gender Sensitization“, „Violence Against Women“ and legal provisions under „The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013“ for general awareness and make their campuses adequately gender sensitive.
- Promote the Staff and students to take participation in various programmes organised by Women Empowerment Cell include Women’s Day celebrations
- Provide a forum for discussion and interaction with eminent ladies
- Organize Seminars on women and Indian culture in matters of dressing, festivals, traditions
- Organize classes for training on recipes, interior decoration other interests among women
- To organize various types of training programmes and create awareness about self-employment schemes for the encouragement of self-reliance among women.
- Any other duties the Principal may assign.

## SKILL & ENTREPRENEURSHIP DEVELOPMENT CELL

STSN Govt. Degree College is going to introduce career and market-oriented, skill enhancing add-on courses that have utility for job, self-employment and empowerment of the students. At the end of three years, the students will be equipped with a Certificate in an add-on orientation course (Deptl) along with a conventional degree in Science/Arts/Commerce. The College is likely to offer a wide range of career-oriented subjects in various related areas. The courses offered will be of inter-disciplinary nature. There will be no watertight compartments and students should have the freedom to diversify into various fields not necessarily related with their core discipline. A Skill & Entrepreneurship Development Cell is constituted with following members under the chairmanship of Principal.

### Skill Development Committee

Mr.Chenna sri hari,B.Tech,APPSDC,Skill hub

**N. Ershad Hussain (SPOC)**

## ANTI RAGGING COMMITTEE

In pursuance with the UGC Regulations on curbing the menace of Ragging in Higher Education’s-2009, the College has set up an Anti-Ragging Committee with the faculty members of the various departments of the college guardian and legal expert from outside the College. The team looks into any matters related to ragging that might happen within or outside college premises.

### Anti Ragging Committee

1. Dr. R. Narasimha Chari

**2. All HOD's**

## CONSTITUTION DRAFTING COMMITTEE OF OLD STUDENT'S ASSOCIATION

The Constitution Drafting Committee of Old Student's Association has been constituted with the following members. The members are requested to draft the Constitution of the STSN Old Student's Association keeping into view of the Lyngdoh (Former chief Election Commissioner) Committee Recommendations in formation of Old Student's Association.

The Committee consists of the following members:

<b>ALUMNI COMMITTEE</b>	1. Dr. R. Narasimha Chari (Co-Ordinator)
	2. Dr. Koyya Sreenivas
	3. J. V. Ramana
	4. B. Bhaskar Reddy

### STSN GOVERNMENT DEGREE COLLEGE-KADIRI

#### COLLEGE PLANNING AND DEVELOPMENT COMMITTEE

As a part of the government policy, in order to ensure local community participation and strengthen the parent's involvement in college affairs without interfering with the rules and regulations of functions, the following College Planning and Development Council (CPDC) has been constituted. Prominent members of the public are also involved.

The Committee helps in raising and utilizing funds for the college development and assists college in academic, administrative and infrastructural development.

S No	Name of the CPDC Person	Designation	Occupation	Address
1	Dr.S.Smitha	<b>President</b>	Principal	G.D.C.Kadiri.
2	Tayi Srinivas	<b>Member</b>	Donor, Jewellers.	Kadiri
3	Dr.R.Hyderali	<b>Member</b>	Lecturer in English, NAAC Coordinator	Gdc,Kadiri
4	Dr.R.Narasimhachari	<b>Member</b>	P.D.	G.D.C.Kadiri.
5	Dr.A.Narayana Swamy	<b>Member</b>	Lecturer	G.D.C.Kadiri.
6	Dr.V.Raj mahammadh	<b>Member</b>	Lecturer	G.D.C.Kadiri.
7	C.Uma Devi	<b>Member</b>	Superintendent	G.D.C.Kadiri.
8	M.Ramachandra	<b>Member</b>	Retd. Lec. In chemistry	G.D.C.Kadiri.
9	J.S.RB.Kalyani, Industrialist	<b>Member</b>	Director, Earth 360 Ventures.	Kadiri
10	Principal Scientist	<b>Member</b>	Scientist, ANGRSU Research Centre	Kadiri
11	N.Vijaya Kumar, Alumni	<b>Member</b>	Manager, Canara Bank, GOA.	GOA
12	M.Sandeep, Alumni	<b>Special Invitee</b>	Teacher in Physical education, Madakasira	Madakasira
13	Regional joint Director,RDT	<b>Special Invitee</b>	Regional Joint Director, RDT	Kadiri
14	Tayi.Sudarshan	<b>Special Invitee</b>	Jewellers ,Donor of the college Land	Kadiri
15	V.Maheswari	<b>Special Invitee</b>	Student	GDC,Kadiri

## **IQAC COMMITTEE**

### **IQAC Responsibilities:**

- Ensuring timely, efficient and progressive performance of academic, administrative tasks.
- The relevance and quality of academic programmes.
- Equitable access to and affordability of academic programmes for various sections of society.
- Optimization and integration of modern methods of teaching and learning.
- The credibility of evaluation procedures.
- Ensuring the adequacy, maintenance and proper allocation of support structure and services.

### **IQAC Functions:**

- Development and application of quality benchmarks/parameters for various academic and administrative activities of the institution.
- Facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process.
- Arrangement for feedback response from students, parents and other stakeholders on quality-related institutional processes.
- Dissemination of information on various quality parameters of higher education.
- Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles.
- Documentation of the various programmes/activities leading to quality improvement.
- Institution for coordinating all the departments quality-related activities, including adoption and dissemination of best practices.
- Development and maintenance of institutional database through MIS for the purpose of maintaining /enhancing the institutional quality.
- Development of Quality Culture in the institution.
- Preparation of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC, to be submitted to NAAC.

<b>IQAC COMMITTEE</b>	<b>1. Dr. S. Smitha ( Chair Person)</b>
	<b>2. M. Siva Prasad (Vice -Chairmen)</b>
	<b>3. Dr. A. Narayana Swamy</b>
	<b>4. Dr. V. Raj Mahammadh</b>
	<b>6. Dr. R. Hyder Ali (Compilation &amp; Data Capture)</b>
	<b>7.D. Subramanyam</b>
	<b>8. N. Ershad Hussain (Tech. Support)</b>

## JKC COMMITTEE

The Government of Andhra Pradesh started Jawahar Knowledge Centers (JKC) in all Government Degree Colleges in the state in 2007 with an aim to provide employability skills to the students and to provide placement opportunities through Campus Drives. The JAWAHAR KNOWLEGDE CENTER (JKC) of our college was started in the year 2007. Since then it has been constantly imparting training in Communication Skills, Analytical Skills , Computer Skills and Soft Skills to the students for enhancing their employment potentials. Many students got benefited by these training programs and got placements in reputed firms like INFOSYS, Hinduja Global Solutions (HGS), SPARSH BPO, Kellogs, Hetero Drugs etc.

JKC Committee provides intensive training to students in employable skills and arranging job drives to facilitate the placement of trained students.

<b>JKC COMMITTEE</b>	1.Dr.S Smitha (Chairman)
	2.D.Subramanyam (Coordinator)
	3. Dr.R.Hyder Ali (General English Mentor)
	4. N.Ershad Hussain (Mentor)

## NSS COMMITTEE

“Education through Service” is the purpose of NSS. The committee arranging programmes to NSS volunteers to develop a sense of social and civic responsibility among them.

<b>NSS Unit-I &amp; NSS Unit-II</b>	Dr. V. Raj Mahammadh
	<b>P. Siva Prasad</b>

## VIRTUAL CLASSROOM COMMITTEE

The committee monitors the participation of concerned students in the live sessions of virtual class and taking care of the equipment of virtual class.

<b>VIRTUAL CLASSROOM</b>	1.Dr. U. Sankara
	<b>2. Dr. V. Raj Mahammadh</b>

## TLP MOBILE APP COMMITTEE

Update of semester wise/ program wise/ faculty wise transaction curriculum in the college website and CCE App. Mapping of time table in the CCE TLP portal. Monitoring of daily college wise and staff wise compliance report. Leave management, holiday’s management updated in the App. Conduct of classes and reporting, student attendance and recouping of deviated classess.

<b>TLP MOBILE APP COMMITTEE</b>	1. D. Subramanyam
	<b>2. Dr. P.M. Siva Prakash</b>

## TIME TABLE COMMITTEE

1. The committee configures the time table for all the departments.
2. To allot subjects to the faculty based on their specialization and preferences.
3. To ensure better utilization of time and resources.
4. To provide a balanced workload for the faculty in order to have better performance.

<b>TIME TABLE COMMITTEE</b>	<b>P. Siva Prasad (Co-ordinator)</b>
	<b>Dr.D.Subramanyam</b>
	<b>HODs of all Departments</b>

## RUSA COMMITTEE

Rashtriya Uchchar Shiksha Abhiyan (RUSA) is a Centrally Sponsored Scheme (CSS), launched in 2013 aims at providing strategic funding to eligible state higher educational institutions. The funding is norm based and outcome dependent. The funding would flow from the central ministry through the state to the State Higher Education Councils before reaching the identified institutions. The Central Government funds 60% and State Government funds 40% of the total funding. The funding is provided to the selected institutions to – improve the overall quality of state institutions, ensure adequate availability of quality faculty in all higher educational institutions, create an enabling atmosphere for research and innovations in the higher educational institutions.

STSN Government Degree College was selected for RUSA 2.0 Funding in June, 2019. The fund is allocated under Component-9:“Infrastructure Grants to Colleges” of RUSA Guidelines. The College has its Project Monitoring Unit, known as RUSA-PMU, to supervise and to preserve documentation of the all the project works – under progress, completed and proposed.

<b>RUSA COMMITTEE</b>	<b>1.Dr R Narasimha Chari</b>
	<b>2. C. Uma Devi</b>
	<b>3. Dr. A. Narayana Swamy</b>
	<b>4. P. Siva Prasad</b>
	<b>5. Dr. D. Adinarayana</b>

## ADMISSION COMMITTEE

*‘The first step is always the hardest. We make it easier.’*

The **Admissions Committee** at **STSN Govt. Degree College, Kadiri** is a student co-ordinate body which seeks to bring in diversity as well as improve the quality of future student batches through the various activities they conduct. We are the interface between aspirants and the institute, and through our efforts facilitate admissions in an as seamless manner as possible. We maintain a strong presence across various social media platforms. In addition, we also engage in direct interaction with aspirants through college meets at various locations across Kadiri Mandal. This is done to ensure queries are addressed, and also to build and showcase.

## Responsibilities:

1. The Admissions Committee is responsible for the intermediate student admissions in the UG course.
2. This committee will also develop contacts with other relevant intermediate admissions committees with the goal of identifying potential candidates who would be more appropriate for the UG course.
3. The admissions committee endeavors to identify applicants with the greatest likelihood of success in attaining the UG degree.
4. The admissions committee tracks the success of the admissions process each year by maintaining a database of pertinent information on the applicants.
5. This committee reviews admission requirements for the program annually.
6. Recommendations for change in the standards for admission are made to the steering committee.

S.No	Group/Course	In charges	Committee Member	Signature
1	B.A (HEP)	Dr . V .Raj Mahammadh	Dr. U. Shankara	
			Sri. K. Hari krishna	
			Sri . P.Chandra Sekhar	
2	B.A (THP)	Dr .K Sreenivasulu	Dr. K.Sundar Mohan Rrddy	
			Sri. D. R. Reddy	
			Sri . G.J.Ratnagiri	
3	BA (UHP)	S. Yaseen Peera	Smt. P. Noorjahan	
			Sri .N .Dildar Basha	
			Sri.D. Hajivali	
5	B.COM (Gen)	R. Hyderali	N. Pusalatha	
			Sri. S. Shabbeer	
6	B.COM (CA)	Dr. K Chandra	S. Md. Ali	
			Dr. P.M Siva Prakash	
			K Ashok	
7	B. Sc (MPC)	Dr. Siva Prasad	Dr.Nasreen Shahidi	
8	B. Sc (MPCs)	Dr. Siva Prasad	D.Subramanyam	
			M. Ravi Naik	
9	B. Sc (BZC)	A. Narayana Swamy	Sri .C. Lakshmi Reddy	
			Kum. V. Roja Rani	
10	B. Sc( CZS)	Sri .K . Aravinda Reddy	M. Santhosini	
11	B. Sc (Paramedical)	Dr. D. Adinarayana	Sri .J.V . Ramana	
			Sri .B. Bhaskar Reddy	

## PURCHASE COMMITTEE

To identify and monitor the purchases required for all the academic, administrative and amenities requirements.

- To take indents from the departments/committees/ faculties etc against requirement.
- To supervise all the purchases made in the campus.
- To analyze quotations provided by the logistics department, and provide recommendation for approval by the person having delegated powers.
- To request technical input from relevant staff as required.
- To ensure proportionality, transparency, accountability and fairness in the procurement process
- To frame necessary guidelines to exercise its powers judiciously.

### **PURCHASE COMMITTEE**

1. P. Siva Prasad
2. Dr. D Adinarayana
3. Dr. A Narayana swamy
4. Dr. V. Raj Mahammadh
5. Dr .R. Narasimha Chari
6. C. Uma Devi

### **CULTURAL AND LITERACY COMMITTEE**

Cultural and Literacy Committee conducts Various competitions related to cultural, literacy and fine- arts to all the students at the college level, provides information about competitions conducted by other institutions and leads them for participation in Youth festivals and university level college fest etc.,

### **CULTURAL AND LITERACY COMMITTEE**

1. Dr.V. Raj Mahammad
2. Dr. K. Srinivasulu
3. B. Lalitha bai
4. D. Raghunatha Reddy
5. S. Nasreen Shahidi
6. S. Yaseen Peer

### **CONSUMER CLUB COMMITTEE**

Arranging awareness programmes to educate the students about rights and responsibilities of consumers and celebrates national and world consumer's days.

### **CONSUMER CLUB**

1. Dr P.M Siva prakash
2. S. Shabbeer
3. K. Ashok
4. M. Ravi Naik

### **COMMUNITY SERVICE PROJECT COMMITTEE**

- Community Service Project is an experiential learning strategy that integrates meaningful community service with instruction, participation, learning and community development
- Community Service Project involves students in community development and service activities and applies the experience to personal and academic development.
- Community Service Project is meant to link the community with the college for mutual benefit. The community will be benefited with the focused contribution of the college students for the village/ local development. The college finds an opportunity to develop social sensibility and responsibility among students and also emerge as a socially responsible institution.

## **OBJECTIVES**

Community Service Project should be an integral part of the curriculum, as a part of the 2 months of Summer Internships / Apprenticeships / On the Job Training, whenever there is an exigency when students cannot pursue their summer internships. The specific objectives are;

- To sensitize the students to the living conditions of the people who are around them,
- To help students to realize the stark realities of the society.
- To bring about an attitudinal change in the students and help them to develop societal consciousness, sensibility, responsibility and accountability
- To make students aware of their inner strength and help them to find new /out of box solutions to the social problems.
- To make students socially responsible citizens who are sensitive to the needs of the disadvantaged sections.
- To help students to initiate developmental activities in the community in coordination with public and government authorities.
- To develop a holistic life perspective among the students by making them study culture, traditions, habits, lifestyles, resource utilization, wastages and its management, social problems, public administration system and the roles and responsibilities of different persons across different social systems.

### **CSP COMMITTEE**

1. Dr U Sankar

2. All HOD's

### **INDIAN REDCROSS SOCIETY COMMITTEE**

The Indian Red Cross's programmes are grouped into four main core areas:

- Promoting humanitarian principles and values;
- Disaster response;
- Disaster preparedness; and
- Health and Care in the Community.

### **INDIAN REDCROSS SOCIETY COMMITTEE**

1. K. Aravinda Reddy

2. S.MD. Ali

3. C.Lakshmi Reddy

### **RED RIBBON CLUB COMMITTEE**

Make students will spread awareness over HIV/AIDS and arrange Blood donation camps to promote regularvoluntary blood donation among the students.

### **RED RIBBON CLUB COMMITTEE**

1. K. Aravinda Reddy

2. G.J. Ratnagiri

3. S.MD. Ali

## ECO CLUB COMMITTEE

Eco club has been constituted in STSN Govt. Degree College under the supervision of Dr. A Narayana Swamy, Convener, (Lecturer in Botany).

The main aim of establishing the Eco Club was to conserve the natural resources and the natural environment to create Eco friendly environment and create awareness of biodiversity conservation and local environmental issues among children and to create a clean and green consciousness among students through various innovative methods. Eco club plays an important role in creating environmental awareness amongst the future generation. The Main motive of the Eco Club is to nurture and teach the importance of environment to students.

Keep the campus clean and green. Create awareness and sensitivity among students towards environmental concern through conducting Swatcha-Bharath, plantation drives and awareness campaigns.

<b>ECO CLUB</b>	<b>Dr.A.Narayana Swamy</b>
	<b>Depts of Biological Sciences</b>

## PUBLIC RELATIONS AND PRESS COMMITTEE

The committee is **responsible for extensive coverage of all college events**. It sends press releases to print and digital media, and posts updates on social media about all campus activities, blood donation camps, entrepreneur meets and student achievements and institute performance.

- To send advertisements, news items about the functions or events organised in the college to the dailies and get the news published.
- To bring reporters to the college through invitations or by phone to provide coverage about the functions or events organised in the college.

The committee monitors the Press coverage of the events conducted by the college and maintains the record.

<b>PUBLIC RELATIONS AND PRESS COMMITTEE</b>	<b>Dr. V. Raj Mahammadh</b>
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## PG COURSE COMMITTEE

<b>PG COURSE COMMITTEE</b>	<b>1. Dr. D. Adinarayana</b>
	<b>2. Dr. K. Srinivasulu</b>
	<b>3. C. Lakshmi Reddy</b>
	<b>4. K. Aravinda Reddy</b>
	<b>5. Dr. P.M. Siva Prakash</b>
	<b>6. K Ashok</b>

## DISCIPLINE COMMITTEE

The Disciplinary Committee will ensure compliance of Code of Discipline and Conduct for students and will suggest suitable action in case of its violation. In case of matters concerning in the campus, the Disciplinary Committee is empowered to take decisions.

The following are the roles and responsibilities of Disciplinary Committee:

- Maintain transparency, non-bias opinion and confidentiality.

- Conduct awareness among students about the roles and responsibilities of the Committee
- Review and finalize all meeting minutes for circulation and documentation purpose
- Ensure recording and documentation of the activities

### **DISCIPLINE COMMITTEE**

1. Dr. R. Narasimha Chari

2. Dr. K. Srinivasulu

3. All HOD's

### **INTERNAL MARKS COMMITTEE**

The Examination committee must guarantee the quality of the internal examination and the marks allotted to the students. For this purpose, Administration allots certain tasks and powers to the Examination Committee. An Assessment Committee is convened to consider marks achieved in an exam and to assign unalterable marks for students who have taken those exam.

- To establish procedures and instructions for assessing and determining the results of examinations.
- To safeguard the quality of the examination procedures.
- To determine whether a student meets the requirements with regard to knowledge, insight and skills, which are laid down in the program and examination regulations, for obtaining internal marks.
- Setting and moderation of the question papers as per the guidelines of the exam section and SKU.
- To improve and control the quality of internal examinations to be conducted at institute level.
- To appoint examiners for conducting exams.
- To take measures against any misconduct or fraud.
- To display the statement of internal marks on student notice board and sending a mark sheet of student to respective parents.
- To scrutinize all the checked papers and submission of internal marks to university.

Preparation and submission of annual exam report to Principal office.

- Marking scheme and conventions for classification
- Setting of time table, invigilation duties and question papers and moderation
- Proof-reading of question paper and Printing
- Security and delivery at examination hall
- Special requirements, if any
- Scrutinization of checked answer sheet and display of statement of marks
- Submission of internal marks to the university before final examination

### **INTERNAL EXAMS AND CONTINUOUS INTERNAL ASSESSMENT COMMITTEE**

Dr. D Adinarayana

Dr. A Narayana Swamy

Dr R Hyder Ali

Dr. U . Sankar

Ms.Roja Rani

The Exam Cell shall analyze the College exam results and the same shall be verified by the respective HODs. After due verification, copies of the result analysis shall be sent to HODs, the Principal.

**INTERNAL MID EXAMS JNANABHUMI UPLOAD COMMITTEE**

Dr.P.M. Siva Prakash

V. Roja Rani

D. Hajivali

K. Ashok

M.Pushpalatha

**AUDIO VISUAL COMMITTEE**

This committee maintains the audio - Visual equipment of the college.

**AUDIO VISUAL COMMITTEE**

1. D. Subramanyam

2. N. Ershad Hussain

3. D.Haji Vali

**BIO-METRIC ATTENDANCE COMMITTEE**

This committee monitors the IAMS Student Bio-metric attendance registrations/aadhar verification/ consolidation of staff and students attendance. And also regularly monitors devices working condition

**BIO-METRIC ATTENDANCE COMMITTEE**

1. D. Raghunatha Reddy

2. N. Ershad Hussain

**FOUNDATION COURSE COMMITTEE**

This committee prepares Transaction curriculum for Life skills/Skill development courses, Result analysis and student option forms.

**FOUNDATION COURSE COMMITTEE**

1. N. Ershad Hussain

2. S. Lalitha Bai

**PARENT-TEACHER COMMITTEE**

**PARENT-TEACHER COMMITTEE**

1. Dr. Koyya Srinivas (Convenor)

2. N. Dildar Basha

3. Nasreen Shahidi

4. S. Yaseen Peer

**SWATCHA SANKALP COMMITTEE**

**SWATCHA SANKALP (CAMPUS CLEANING) COMMITTEE**

1. All HOD's

2. Roster Weekly One Class

3. In Association with NSS

**SIMS APP COMMITTEE**

Update of semester wise/ program wise transaction curriculum in the college website and CCE App. Mapping of time table in the CCE SIMS portal. Monitoring of daily college wise compliance report. Leave management, holiday's management updated in the App. Conduct of classes and reporting, student attendance and recouping of deviated classes.

**SIMS APP COMMITTEE**

1. D. Subramanyam

2. D.Raghunatha Reddy

## **FRS APP COMMITTEE**

Update of semester wise/ program wise/ faculty wise transaction curriculum in the college website and CCE App. Mapping of time table in the CCE FRS portal. Monitoring of daily college wise and staff wise compliance report. Leave management, holiday's management updated in the App. Conduct of classes and reporting, student attendance and recouping of deviated classes.

**FRS APP COMMITTEE**

**1. D. Subramanyam**

**2. B.Sreenivasa Rao**

**3. D.Hazivali**