



ST. ANN'S COLLEGE FOR WOMEN

(Affiliated to AcharyaNagarjuna University,

Recognized Under Section 2(f) of UGC Act 1956-New Delhi)

Amravati Road, Gorantla, Guntur – 522034 (A.P)

Email: st_anns_coll@yahoo.co.in Website: www.stannscollegeforwomen.org

Criterion: VI

Metric –6.1.1

6.1: Institutional Vision and Leadership

6.1.1 The Institutional Governance and Leadership are in accordance with the Vision and Mission of the Institution and it is visible in various Institutional Practices such as NEP implementation, Sustained Institutional Growth, Decentralization, participation in the Institutional Governance and in their Short Term and Long Term Institutional Perspective Plan.

2023-24

S. No	File Description
1	Vision and Mission
2	Governance & Leadership
3	Organogram
4	Short Term Long Term Institutional Perspective Plans
5	College Development Committee
6	College Development Committee Minutes
7	IQAC
8	Decentralization of Committees
9	Implementation of NEP-Out come Based Education
10	Committees Duties and Responsibilities
11	Mechanism of Feedback collection



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Criterion-VI Governance, Leadership & Management

6.1.1 The Institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, Sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long-term Institutional Perspective plan

Vision and Mission



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VISION:

Academic Excellence Value-based education enrichment of Innovative skills and transforming them as empowered women.

MISSION:

By inducing the novel techniques to achieve excellence in education, enhance ethical values for the holistic development of the students, the college aims to brighten the lights of the rural women by providing ideal and diversified learning environment.

OBJECTIVES:

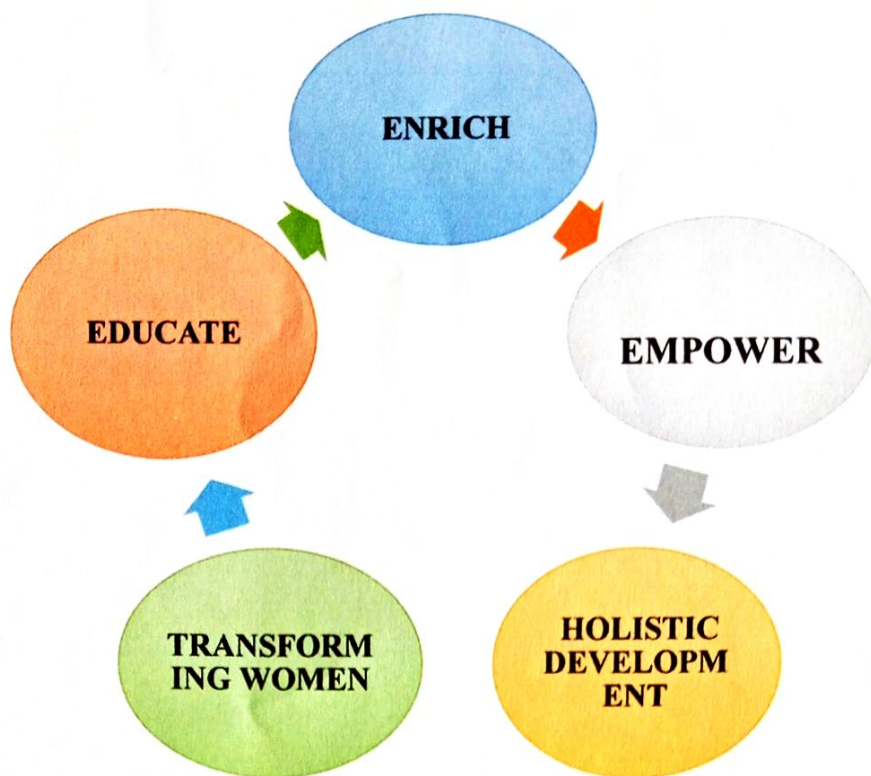
- To promote an integral and holistic growth of young minds through inter personal relationship.
- To install socially desirable instincts, attitude and aptitude.
- To reinforce the ethical values like simplicity honesty, hard work and commitment.
- To blend scarred and secular education.
- To transform them into well-adjusted personalities to cope up with the challenges emerging in the society and home life.
- To train students for employment and entrepreneurship.
- To emerge the students as competent individuals and reach the excellence.



Dr. S. Fatima Kero

PRINCIPAL

St. Ann's College for Women
GORANTLA, GUNTUR-522 034



D. D. Fatma Raza

PRINCIPAL
St. Ann's College for Women
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Governance & Leadership



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SOCIETY OF ST. ANNE PHIRANGIPURAM (SSAP)

The Origin of the Society of St. Anne, Phirangipuram can be traced back to 19th century in the state of Tamil Nadu, India. It was founded by ThatipatriGnanamma, a lay woman, who hailed from Phirangipuram, a small village in Guntur District, Andhra Pradesh. During her time, the education of young girls was an impossible dream. Gnanamma kept constantly in touch with the illiterate girls in the locality and identified education as a principal means of empowering them. For this vision to materialize, she started a school exclusively for girls in 1863. Inspired by her committed service to the cause of women, two young girls requested mother Gnanamma to let them help her in the wonderful cause in the capacity of nuns. Accepting their request, she sent them to be formed at St. Ann's Novitiate of the Good Shepherd Congregation in Bellary. After their initial formation, these two young girls, became sisters in 1874 and thus a religious Congregation with a specific vision for the betterment of women known as Society of the Sisters of St. Anne was born. The Congregation was founded out of the pressing need for empowering women through education. Therefore, it was the mission that demanded the formation of our Congregation.

The Congregation received pontifical status on 13th May, 1999 by Pope John Paul II. And it was divided into two administrative regional units with separate headquarters in Phirangipuram and Hyderabad. The two regions were elevated to the status of Provinces in 2008.

The main apostolate of the Congregation is education and evangelization. To actualize the dream of Foundress ThatipatriGnanamma Congregation started colleges even in remote villages with the sole aim of providing higher education for girls. Today, SSAP are a band of willing hands, committed minds and compassionate hearts engaged in a journey of religious fervour with a committed mission towards a just and equal society.

St. Ann's College started as a degree college in 1997 and progressed to offering Post Graduation programs since 2002 oriented towards the cause of need-based education, aiming at optimum growth.



D. S. F. S. R. R.

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Governing Body Members

1. Sr. AnthonammaPyreddy	–	President
2. Sr.Fatima Rani Pentareddy	–	Vice President
3. Sr.Margaret Priyanka Gade	–	Secretary/Correspondent
4. Sr.Lakshmi Jyothi Vanga	–	Treasurer
5. Sr.Maria Regina Aduri	–	Member
6. Sr.Lourdu Mary Golamari	–	Member
7. Sr.Philomenamma Yeruva	–	Member



Dr. Fatima Rani

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Criterion-VI Governance, Leadership & Management

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Organogram



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College Orgonagram



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Short Term and Long Term Institutional Perspective plans

Academic year:2023-24



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Perspective Plan for Academic Year – 2023-24

The College Development committee has approved the following perspective plan for the Academic year 2023-24.

1. **Preparations for NAAC Accreditation process:** To speed up the work of NAAC Accreditation proceedings on 7 criterions, aim to get a good grade.
2. **Expert peer team visits for NAAC preparation:** To achieve good grade the management and IQAC plan to arrange expert peer team visit in different time schedule for getting good number of suggestions and valid instructions.
3. **Plan of Action for conversion of 3 majors to single major programmes:** As per the order of APSCHE A plan of Action to be framed for conversion of 3 major UG programme to single major UG programme.
4. **MOU's & Collaborations:** In order to improve the knowledge sharing intension to collaborate with other colleges, Institutions, companies for updating faculty exchange programmes, mentor-mentee ship, plant visits, internships etc.
5. **Feed-Back Mechanism:** Based up on the feedback policy of the college feedback to be collected from different stake holders on the Academic performance & Ambience of the Institution.
6. **International Workshops:** Plan to conduct International Workshops through on line/off-line mode.
7. **A Seminar on Intellectual Property Rights:** To organize a Seminar on Intellectual Property Rights to encourage promotion of research consultancy and innovation among staff.
8. **NCC & NSS Programme activities to be updated.**



S. Fatima Rana

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College Development Committee

2023-24



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LIST OF STAFF FOR THE ACADEMIC YEAR 2023-2024

S.No	Name of the Participant	Department
01	Dr.Sr. Fatima Rani P.	Principal
02	Mrs.R. Sharon Rose	Vice-Principal
03	Mr. SK. Mehaboob Subhani	HOD Dept of Mathematics
04	Mrs. J. Pameela Rani	HOD Dept of Commerce
05	Mrs. B.Joyce	HOD Dept of Chemistry
06	Mrs.M. Anjana Devi	Lecturer Dept of Commerce
07	Mr.Ch. Rama Rao	HOD Dept of Physics
08	Mrs.G. Sailaja	PG Librarian
09	Mrs.D.Swarna Charani Rai	HOD Dept of Computer science
10	Dr.J.Pratapa Reddy	HOD Dept of Statistics
11	Mrs.M.Usha Rani	HOD Dept of MCA
12	Mrs.K. Vanaja	HOD Dept of Bio Technology
13	Dr.G.Radhika	HOD Dept of MBA
14	Dr. P. Lakshmi Narasimha Rao	Prof Dept of MBA
15	Mrs.G.Saroja	Lecturer Dept of Commerce
16	Mrs.G. Anitha Bhanu	Lecturer Dept of Chemistry
17	Mrs.B. Usha Rani	HOD Dept of BCA
18	Mrs.G.Vijaya Lakshmi	Lecturer Dept of Statistics
19	Mrs. K. Vidyadhari	HOD Dept of Botany
20	Mr.D. Simon	Lecturer Dept of Botany
21	Mrs.D. Venkata Ramanamma	Lecturer Dept of MCA
22	Mrs.P. Sandhya	HOD Dept of English
23	Mrs.Sk. Mahaboob Subani – Commerce	Lecturer Dept of Commerce
24	Mrs.I. Adi Lakshmi	HOD Dept of Sanskrit
25	Mrs.D.Anitha	UG Librarian
26	Mr.G.Bala Show Reddy	HOD Dept of Physical Education
27	Sr.G.Margaret Priyanka	Lecturer Dept of Bio Technology
28	Mrs. B. Ranjitha	HoD Dept of Micro biology
29	Mrs.L. Mary Anusha	Lecturer Dept of Mathematics
30	Miss.G. Vani	Lecturer Dept of MCA
31	Mrs. Lt. K. Susmitha	Associate NCC Officer



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32	Sr.T.Sandhya	Lecturer Dept of MBA
33	Dr.V.Vani	Lecturer Dept of MBA
34	Miss.B. Manasa	Lecturer Dept of MCA
35	Miss.P. Anitha	Lecturer Dept of MCA
36	Mrs.R.Phani Rajya Lakshmi	HOD Dept of Telugu
37	Miss.N.Sri Harika	Lecturer Dept of Physics
38	Miss.K.Grace Shanthi Ann	Lecturer Dept of English
39	Mrs.J.Sirisha	Lecturer Dept of MBA
40	Mrs.K.Swathi	Lecturer in Physics
41	Mr.J.Venkateswara Rao	Lecturer Dept of MCA



Dr. S. Fatima Rana

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College Development Committee Minutes

2023-24

STAFF MEETING

DATE

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Date : 01-08-2023

Time : 10:00 a.m

Venue : Conference Hall
Gnanam Block.

Principal Dr. Sr. Fatima Rani. P organized a General Staff Meeting with UG & PG staff on 1st August, 2023 at 10:00 A.M in Conference Hall of Gnanam Block.

The meeting was started with opening prayer by Principal followed by Scripture reading by Mrs. M. Usha, HOD, Department of MCA invoking God's blessings and thanking the Lord Almighty for the commencement of the Academic Year 2023-2024.

Agenda:

The meeting was taken place with the following Agenda.

- Introduction of 4-Years UG honours Programmes
- Semester Internship
- Time Tables and Work Loads.
- Green, Energy and Environment Audit
- Anti Ragging Day
- Independence Day
- NAAC Process.

This is the first meeting held during the Academic Year 2023-24.

- Introduction of 4-Years UG honours Programmes:

At the outset Dr. Sr. Fatima Rani. P. Principal had announced the commencement of classes for the first year UG programmes on 7th August, 2023

with thirteen Programmes of 4-year UG Honours with a single Major and one minor is introduced from the A.Y. 2023-2024 and said about the Date of commencement of classes for Second Year - 3rd Semester from 17th August, 2023 & Final Year - V Semester B.Sc classes scheduled from 1st September, 2023.

• Semester Internship :

Principal had given guidelines for commencement of Semester internship and its procedures of planning the Titles, Tie up companies, Venue of SIT and its mode of doing etc. for B.Com and BCA - V semester students.

• Timetables and work loads :

Principal instructed the HOD's and faculty members about the preparation of time tables and work loads of UG first year / I Semester, Second year / II semester and final year / V Semester (for B.Sc classes only) students for the Academic Year 2023-24 and suggested them to prepare as per the New syllabus pattern introduced in the academic year 2023-24 and PG HOD's are also asked to submit their Time Tables including workloads based upon the central timetable prepared by Timetable Committee.

• Green, Energy, and Environment Audit :

A three member committee named by of Mr. D. Dinesh Kumar, Energy Auditor, Mr. R. Vijay Krishna, Environment Auditor, Mr. A. Karthik, Green Auditor from Nature Science Foundation (NSF), Coimbatore, Tamilnadu, India going to visit the college on

7th August, 2023 for conduction of Green, Energy and Environment Audit. Principal guided the faculty for making arrangements and Laboratories must be updated with the assistance of IQAC.

• Anti-Ragging Day:

Principal said about the conduction of Anti Ragging Day / Week at College Level from 12th to 18th August, 2023 by Anti-Ragging Committee as per directions of University Grants Commission (UGC).

• Independence Day:

Celebration of Independence Day symbolizes patriotism to be organized in college campus directed by Principal.

• NAAC Process:

Principal advised the HOD's and faculty members to update the Criterion wise files and registers required for NAAC process i.e., Certificate / Add-on Courses and Value Added Courses participated and conducted by the departments. Sri. T. Bala Narendra Prasad, IQAC Coordinator, JKC College, Guntur, Dr. P.L. Narasimha Rao, Professor in Department of MBA had given guidelines to the faculty on these points along with IQAC members.

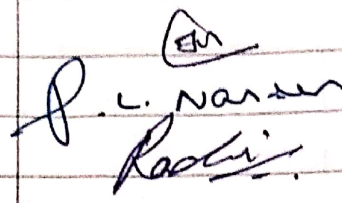
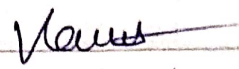
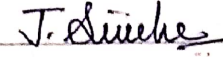
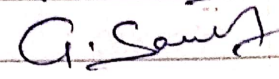
The meeting was concluded with the quotation "Concentrate all your thoughts upon the work in hand" said by the Principal.

S.No.	Name of the faculty	Signature
01.	Mr. S.M. Subani	
02.	Mrs. R. Sharon Rose	R.Sharon
03.	Mrs. J. Prameela Rani	J.P.
04.	Mr. Ch. Rama Rao	Ch. Rama Rao
05.	Dr. J. Pratapa Reddy	J. Pratapa Reddy
06.	Mrs. K. Varaja	K. Varaja
07.	Mrs. M. Usha Rani	M. Usha Rani
08.	Mrs. G. Saroja	G. Saroja
09.	Mrs. K. Vidyadhari	K. Vidyadhari
10.	Mrs. G. Anitha Bharu	G. Anitha
11.	Mrs. I. Adi Lakshmi	I. Adilakshmi
12.	Mrs. B. Ranjitha	B. Ranjitha
13.	Mrs. L. Mary Anusha	L. Mary Anusha
14.	Mrs. G. Vijaya Lakshmi	G. Vijaya Lakshmi
15.	Mrs. P. Sandhya	P. Sandhya
16.	Mrs. R. Phani Rajya Lakshmi	R. Phani Rajya Lakshmi
17.	Miss. N. Sri Harika	N. Sri Harika
18.	Mrs. K. Swathi	K. Swathi
19.	Miss. K. Grace Shanthi Ann	K. Grace Shanthi Ann
20.	Mrs. B. Joyce	B. Joyce
21.	Mr. D. Simon	D. Simon
22.	Mr. S.M. Subani (Commerce)	
23.	Mrs. M. Anjana Devi	M. Anjana
24.	Sri. Margaret Priyanka	
25.	Mrs. D. Anitha	D. Anitha
26.	Mr. G. Bala Show Reddy	G. Bala Show Reddy
27.	Mrs. K. Susmitha	K. Susmitha
28.	Mrs. D. Swarna Charani Rai	
29.	Mrs. B. Usha Rani	B. Usha Rani
30.	Mrs. D.V. Ramanamma	D.V. Ramanamma
31.	Miss. G. Vani	G. Vani
32.	Miss. B. Manasa	B. Manasa

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01.	Mrs. S.M. Subani	
02.	Mrs. R. Sharon Rose	
03.	Mrs. J. Prameela Rani	R. Sharon
04.	Mrs. Ch. Rama Rao	Ch. Rama Rao
05.	Dr. J. Pratapa Reddy	J. Pratapa Reddy
06.	Mrs. K. Vanaja	K. Vanaja
07.	Mrs. M. Usha Rani	M. Usha Rani
08.	Mrs. G. Saroja	G. Saroja
09.	Mrs. K. Vidyadhari	K. Vidyadhari
10.	Mrs. G. Anitha Bharu	G. Anitha
11.	Mrs. I. Adi Lakshmi	I. Adi Lakshmi
12.	Mrs. B. Ranjitha	B. Ranjitha
13.	Mrs. L. Mary Anusha	L. Mary Anusha
14.	Mrs. G. Vijaya Lakshmi	G. Vijaya Lakshmi
15.	Mrs. P. Sandhya	P. Sandhya
16.	Mrs. R. Phani Rajya Lakshmi	R. Phani Rajya Lakshmi
17.	Miss. N. Sri Harika	N. Sri Harika
18.	Mrs. K. Swathi	K. Swathi
19.	Miss. K. Grace Shanthi Ann	K. Grace Shanthi Ann
20.	Mrs. B. Joyce	B. Joyce
21.	Mrs. D. Simon	D. Simon
22.	Mrs. S.M. Subani (Commerce)	
23.	Mrs. M. Anjana Devi	M. Anjana
24.	Sri. Margaret Priyanka	
25.	Mrs. D. Anitha	D. Anitha
26.	Mrs. G. Bala Show Reddy	G. Bala Show Reddy
27.	Mrs. K. Susmitha	K. Susmitha
28.	Mrs. D. Swarna charani sai	
29.	Mrs. B. Usha Rani	B. Usha Rani
30.	Mrs. D.V. Ramanamma	D.V. Ramanamma
31.	Miss. G. Vani	G. Vani
32.	Miss. B. Manasa	B. Manasa

DATE

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S.No.	Name of the faculty	Signature
33.	Miss. P. Anitha	
34.	Mr. J. Venkateswara Rao	
35.	Dr. P.L. Narasimha Rao	
36.	Dr. G. Radhika	
37.	Sr. T. Sandhya	
38.	Dr. V. Vani	
39.	Mrs. J. Srisisha	
40.	Mrs. G. Sailaja	


PRINCIPAL

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Staff Meeting

DATE

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Date: 21/08/2023

Time: 1.30PM

Venue: Conference Hall
Gnanam Block

Principal Dr. Sr. Fatima Rani. P Organized a general staff with UG & PG staff on 21st August 2023 at 1:30PM in Conference hall of gnanam Block.

The meeting was started with opening prayer by principal followed by scripture reading by Miss. Manasa Department of MCA invoking God's Blessings to meet the challenges of NAAC.

The meeting was taken place with the following Agenda.

- * NAAC Process
- * Student - Syllabus hand book
- * Criterion wise - Files and Documents

NAAC Process :-

Principal advised the HOD's and faculty members to update the faculty profile details, students Centric methods on teaching, learning and Evaluation etc. These points were enlightened by Dr. P. L. Narasimha Rao, Professor in department of MBA.

Student- syllabus hand Book

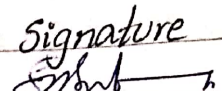
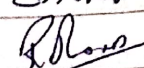
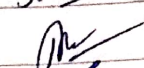



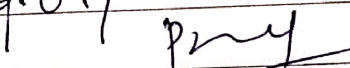
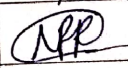
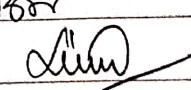

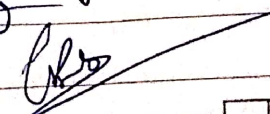
Principal suggested HOD's of the Departments about the preparation of syllabus hand books for last five years i.e from 2018-2023. student - syllabus hand book consists of syllabus and model question papers for each programme. The work was assigned to the in charges of first, second and final years of B.Sc, B.Com and BCA along with the help of another lecturer as assistance. Principal had guided the faculty on these points along with DEAC members.



Criterion wise - Files and Documents

Criterion wise files and registers, which are required for NAAC process to be updated by the concerned Criterion-In charges stated by the principal.

Meeting was concluded with the closing remarks of principal.

S.No	Name of the faculty	Signature
1.	Mr. S. M. Subani	
2.	Mrs. R. Sharon Rose	
3.	Mrs. J. Prameela Rani	
4.	Mr. CH. Rama Rao	
5.	Dr. J. Pratapa Reddy	
6.	Mrs. K. Vanaja	K. Vanaja
7.	Mrs. M. Usha Rani	M. Usha
8.	Mrs. G. Saroja	G. Saroja
9.	Mrs. K. Vidhyadhari	
10.	Mrs. G. Anitha Bharu	
11.	Mrs. D. Adi lakshmi	D. Adi Lakshmi
12.	Mrs. B. Ranjitha	B. Ranjitha
13.	Mrs. L. Mary Anusha	L. Mary Anusha
14.	Mrs. G. Vijaya lakshmi	G. Vijaya Lakshmi
15.	Mrs. P. Sandhya	
16.	Miss. N. Sri Harika	N. Sri Harika
17.	Mrs. R. Phani Rajya lakshmi	
18.	Mrs. K. Swathi	K. Swathi
19.	Miss. K. Grace shanthi Ann	K. Grace
20.	Mrs. B. Joyce	B. Joyce
21.	Mr. D. Simon	
22.	Mr. S. M. Subani (Commerce)	S. M. Subani
23.	Mrs. M. Anjana Devi	M. Anjana
24.	Sr. Margaret priyanka	Sr. Margaret
25.	Mrs. D. Anitha	
26.	Mrs. G. Bala show Reddy	

DATE

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S.No	Name of the faculty	Signature
27	Mrs. K. Susmitha	K. Susmitha
28	Mrs. D. Swarnacharani rai	D. Swarnacharani
29	Mrs. B. Usha Rani	B. Usha Rani
30	Mrs. D. V. Ramaramma	D. V. Ramaramma
31	Miss. G. Vani	G. Vani
32	Miss. B. Manasa	B. Manasa
33	Miss. P. Anitha	P. Anitha
34	Mr. J. Venkateswara Rao	J. Venkateswara Rao
35	Dr. P. L. Narasimha Rao	P. L. Narasimha Rao
36	Dr. G. Radhika	G. Radhika
37	Sr. T. Sandhya	T. Sandhya
38	Dr. V. Vani	V. Vani
39	Mrs. J. Sirisha	J. Sirisha
40	Mrs. G. Sailaja	G. Sailaja

B. B. F. L.
PRINCIPAL

St. Ann's College for Women
Gorantla, Guntur-522 034.

Staff Meeting

DATE

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Date: 31/08/2023

Time: 3.00 pm

Venue: Conference hall
Gnanam Block

Principal Dr. Sr. Fatima Rani. P Organized a general staff meeting with UG & PG staff on 31st August 2023 at 3.00 P.M in Conference hall of Gnanam Block

The meeting was started with opening prayer by Principal followed scripture reading by Mrs. K. vidhyadhari HOD Department of Botany invoking God's Blessings to meet the challenges of NAAC.

The meeting was taken place with the following Agenda.

- * NAAC Process - Add on / certificate Courses
- * Student Centric methods
- * Criterion wise - Files and Documents.

Resolutions:-

NAAC Process - Add on / certificate Courses

Principal advised HOD's of all the Departments to conduct Add-on the certificate courses at least one or two for the past five years with all the necessary data like Registration forms, student enrolment & attendance, syllabus and question paper with key for evaluation to show the outcomes of the courses. The HOD's are also instructed to prepare certificates for all the enrolled students of the course. These files of these courses are to be submitted to criterion-1. In-charge or Members with a copy to QAAC.

Student Centric methods

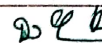
Principal instructed HOD's and faculty of all the departments to divide the teaching-learning and Evaluation Activities that had taken place for the last five years from 2018-19 to 2022-23 and document them into Experiential method, Participative method and problems solving methods of student centric methods with needed photographs as explained in previous meeting by Mr. T. Bala Narendaa Prasad, Asst. professor in Dept. of physics and PAAC Coordinator, JKC college, Guntur.

S.No	Name of the faculty	Signature.
1	Mr. S.M. Subani	S.M. Subani
2	Mrs. R. Sharon Rose	R. Sharon
3	Mrs. J. Prameela Rani	J. Prameela
4	Mr. CH. Rama Rao	CH. Rama Rao
5	Dr. J. Pratapa Reddy	J. Pratapa Reddy
6	Mrs. K. Vanaja	K. Vanaja
7	Mrs. M. Usha Rani	M. Usha Rani
8	Mrs. G. Saroja	G. Saroja
9	Mrs. K. Vidyadhari	K. Vidyadhari
10	Mrs. G. Anitha Bharu	G. Anitha
11	Mrs. P. Adi Lakshmi	P. Adi Lakshmi
12	Mrs. B. Rajitha	B. Rajitha
13	Mrs. L. Mary Anusha	L. Mary Anusha
14	Mrs. G. Vijaya Lakshmi	G. Vijaya Lakshmi
15	Mrs. P. Sandhya	P. Sandhya
16	Mrs. R. Phani Rajya Lakshmi	R. Phani Rajya Lakshmi
17	Miss. N. Sri Harika	N. Sri Harika
18	Mrs. K. Swathi	K. Swathi
19	Miss. K. Grace shanthi Ann	K. Grace shanthi Ann
20	Mrs. B. Joyce	B. Joyce
21	Mrs. D. Simran	D. Simran

DATE

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S.No	Name of the faculty	Signature
22	Mr. S.M. Subani (Commerce)	SK maw
23	Mrs. M. Anjana devi	M. Anitha
24	Sr. Margaret priyanka	Sr. Margaret
25	Mrs. D. Anitha	D. Anitha
26	Mrs. G. Bala show Reddy	G. Bala
27	Mrs. K. Susmitha	K. Susmitha
28	Mrs. D. Swarna charani rai	D. Swarna
29	Mrs. B. Usha Rani	B. Usha Rani
30	Mrs. D. V. Ramanamma	D. V. Ramanamma
31	Miss. G. Vani	G. Vani
32	Miss. B. Manasa	B. Manasa
33	Miss. P. Anitha	P. Anitha
34	Mr. J. Venkateswara Rao	J. Venkateswara Rao
35	Dr. P.L. Narasimha Rao	P.L. Narasimha Rao
36	Dr. G. Radhika	G. Radhika
37	Sr. T. Sandhya	Sr. T. Sandhya
38	Dr. V. Vani	V. Vani
39	Mrs. J. Sirisha	J. Sirisha
40	Mrs. G. Sailaja	G. Sailaja



PRINCIPAL

St. Ann's College for Women
Gorantla, Guntur-522 034,

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Staff Meeting

DATE

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Date : 09/10/2023

Time : 3.30 PM

Venue : Conference hall
Gnanam Block

Principal Dr. Sr. Fatima Rani.P Organized a general staff meeting with UG & PG staff on 9th October 2023 at 3.30 P.M in Conference hall of Gnanam Block.

The meeting was started with opening prayer by Principal followed by Scripture reading by Mrs. R. Sharon Rose vice principal and IQAC Coordinator invoking the blessings of Almighty God.

The meeting was taken place with the following Agenda

- * NAAC Process - Teaching notes by e-devices
- * student Centric methods
- * Criterion wise - Files and documents.

Resolutions

NAAC process- Teaching notes by e-devices

Principal advised the faculty of all the departments to update the teaching diaries and also prepare all teaching material for all the courses with Question paper or Question banks. The faculty are also instructed to prepare e-contents of the subjects that have to be uploaded in the college website. The teaching material in PPTs and video lessons by Youtube are to be shared to through whats-App or E-mails. Faculty should prepare abstracts of these ICT used study material and submit them to IQAC.

Student centric methods

As per the general staff meeting organized by principal with the agenda of following student centric methods in teaching learning process, the HOD's and faculty are reminded by principal to classify all the activities of the departments in teaching-learning and Evaluation methods as Experiential learning, Participate learning and problem solving methods. These methods have to be documented along with supporting photographs.

S.No	Name of the faculty	Signature
1	Mr. S. M. Subhani	S. M. Subhani
2	Mrs. R. Sharon Rose	R. Sharon
3	Mrs. J. Prameela Rani	J. Prameela
4	Mr. CH. Rama Rao	CH. Rama Rao
5	Dr. J. Pratapa Reddy	J. Pratapa Reddy
6	Mrs. K. Vanaja	K. Vanaja
7	Mrs. M. Usha Rani	M. Usha Rani
8	Mrs. G. Saroja	G. Saroja
9	Mrs. K. Vidyaadhari	K. Vidyaadhari
10	Mrs. G. Anitha Bharu	G. Anitha
11	Mrs. P. Adi Lakshmi	P. Adi Lakshmi
12	Mrs. B. Ranjitha	B. Ranjitha
13	Mrs. L. Mary Anusha	L. Mary Anusha
14	Mrs. G. Vijaya lakshmi	G. Vijaya lakshmi
15	Mrs. P. Sandhya	P. Sandhya
16	Mrs. R. Phani Rajya Lakshmi	R. Phani Rajya Lakshmi
17	Miss. N. Sri Harika	N. Sri Harika
18	Mrs. K. Swathi	K. Swathi
19	Miss. K. Grace shanthi -Don	K. Grace shanthi
20	Mrs. B. Joyce	B. Joyce
21	Mr. D. Simon	D. Simon
22	Mr. S. M. Subhani (Commerce)	S. M. Subhani

23	Mrs. M. Anjana devi	M. Anis
24	Sr. Margaret priyanka	Sr. Margaret
25	Mrs. D. Anitha	D. Anitha
26	Mr. G. Bala show Reddy	G.B.S.
27	Mrs. K. Susmitha	K. Susmitha
28	Mrs. D. Swarnacharani rai	D. L. U.
29	Mrs. B. Usha Rani	B. Usha Rani
30	Mrs. D.V. Ramaramma	P. Anitha
31	Miss. G. Vani	G. Vani
32	Miss. B. Manasa	B. Manasa
33	Miss. P. Anitha	P. Anitha
34	Mr. J. Venkateswara Rao	J. Venkateswara Rao
35	Dr. P.L. Narasimha Rao	P. L. Narasimha Rao
36	Dr. G. Radhika	Radhika
37	Sr. T. Sandhya	Sandhya
38	Dr. V. Vani	V. Vani
39	Mrs. J. Sirisha	J. Sirisha
40	Mrs. G. Sailaja	G. Sailaja

S.P.R.

PRINCIPAL

St. Ann's College for Women
Gorantla, Guntur-522 034.

Staff Meeting

DATE

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Date : 31/10/2023

Time : 4.15 PM

Venue : Conference hall
Gnanam Block

Principal Dr. Sr. Fatima Rani. P Organized a general staff meeting with UG & PG staff on 31st October 2023 at 4.15 PM in Conference Hall of gnanam Block.

The meeting was started with opening prayer by Principal thanking to God for all the Blessings and followed by scripture reading by Mrs. J. Prameela Rani HOD department of Commerce seeking the wisdom and perfect understanding from God almighty for the successful completion of the tasks.

The meeting was taken place with the following Agenda.

- * NAAC process - Mapping of PO's, CO's and PSO's
- * Attainment of PO's, CO's and PSO's
- * Continuous Internal assessment

Resolutions

NAAC Process - Mapping of PO's, CO's and PSO's

Principal had advised the HOD's of all the departments to progress ahead in doing the Mapping of PO's, CO's and PSO's of all programmes and courses of the concerned department and submit them to NAAC for verification as per Bloom's Taxonomy.

Attainment of PO's, CO's and PSO's

Principal instructed the HOD's and faculty members about the preparation of attainment of PO's, CO's and PSO's

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in Indirect and direct methods for CIA and SEE for all courses of the department for the academic year 2023-24 and also take the guidelines from Dr. J. Pratapa Reddy, HOD of statistics and college TPO. This document has to be given to Criterion-II incharge.

S.No	Name of the faculty	Signature
1	Mr. S.M. Subani	S.M. Subani
2	Mrs. R. Sharon Rose	R. Sharon
3	Mrs. J. Prameela Rani	J. Prameela
4	Mr. CH. Rama Rao	CH. Rama Rao
5	Dr. J. Pratapa Reddy	J. Pratapa Reddy
6	Mrs. K. Varaja	K. Varaja
7	Mrs. M. Usha Rani	M. Usha Rani
8	Mrs. G. Saroja	G. Saroja
9	Mrs. K. Vidyadhar	K. Vidyadhar
10	Mrs. G. Anitha Bharu	G. Anitha
11	Mrs. P. Adi lakshmi	P. Adi lakshmi
12	Mrs. B. Ranjitha	B. Ranjitha
13	Mrs. L. Mary Anusha	L. Mary Anusha
14	Mrs. Vijaya lakshmi	Vijaya lakshmi
15	Mrs. P. Sandhya	P. Sandhya
16	Mrs. R. Phani Rajya lakshmi	R. Phani Rajya lakshmi
17	Miss. N. Sri Harika	N. Sri Harika
18	Mrs. K. Swathi	K. Swathi
19	Miss. K. Grace shanthi Ann	K. Grace shanthi Ann
20	Mrs. B. Joyce	B. Joyce
21	Mr. D. Simon	D. Simon
22	Mr. S.M. Subani (commerce)	S.M. Subani
23	Mrs. M. Anjana devi	M. Anjana
24	Sr. Margaret priyanka	Sr. Margaret
25	Mrs. D. Anitha	D. Anitha
26	Mr. G. Bala show Reddy	G. Bala show Reddy

DATE

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S.No	Name of the faculty	Signature
27	Mrs. K. Submitha	K. Submitha
28	Mrs. D. Swarna Charani rai	D. Swarna
29	Mrs. B. Usha Rani	B. Usha Rani
30	Mrs. D. V. Ramanamma	D. V. Ramanamma
31	Miss. G. Vani	G. Vani
32	Miss. B. Manasa	B. Manasa
33	Miss. P. Anitha	P. Anitha
34	Mr. J. Venkateswara Rao	J. Venkateswara Rao
35	Dr. P. L. Narasimha Rao	P. L. Narasimha Rao
36	Dr. G. Radhika	G. Radhika
37	Sr. T. Sandhya	T. Sandhya
38	Dr. V. Vani	V. Vani
39	Mrs. J. Sirisha	J. Sirisha
40	Mrs. J. Sailaja.	J. Sailaja



PRINCIPAL

St. Ann's College for Women
Gorantla, Guntur-522 034.



Staff Meeting

DATE

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Date: 01/11/2023

Time: 2.30 PM

Venue: Conference Hall
Gnanam Block

Principal Dr. Sr. Fatima Rani.P organized a general staff meeting with UG & PG staff on 1st November 2023 at 2.30 PM in Conference Hall of Gnanam Block

The meeting started with opening prayer by principal followed by scripture reading by Mrs. L. Mary Anusha Lect. Department of Mathematics INVOKING God's Blessings and thanking the lord for the grace he has been showering all these days.

NAAC Process

Mapping of PO's, CO's and PSO's

Attainment of PO's, CO's and PSO's

Continuous Internal Assessment

Principal Dr. Sr. Fatima Rani introduced the Resource person Dr. A. leela Mohan Rao, Former Retired Principal Govt. college. who has vast knowledge in outcome Based Education (OBE) and Bloom's taxonomy of UGC.

The following points were discussed

Mapping of PO's, CO's and PSO's

Dr. A. leela Mohan Rao explained the need of outcomes Based Education, it's importance in the NEP-2020 and also discussed about stating PO's, CO's and PSO's and How to map them.

Attainment of POs, COs and PSO's
He also explained about the attainment of POs, COs and PSOs through direct and indirect methods and the levels of attainment. He narrated the complete procedure of attainment in an interpretable notation

Continuous Internal Assessment

Mr. CH. Rama Rao, Convenor of Criterion-2 Explained about the continuous Internal Assessment process. He explained about the formats to be prepared according to the guidelines.

Meeting Concluded with the closing remarks and a short prayer by the principal.

S.No	Name of the faculty	Signature
1	Mr. S. M. Subani	S. M. Subani
2	Mrs. R. Sharon Rose	R. Sharon Rose
3	Mrs. J. Prameela Rani	J. Prameela Rani
4	Mr. CH. Rama Rao	CH. Rama Rao
5	Dr. J. Pratapa Reddy	J. Pratapa Reddy
6	Mrs. K. Vanaja	K. Vanaja
7	Mrs. M. Usha Rani	M. Usha Rani
8	Mrs. G. Saroja	G. Saroja
9	Mrs. K. Vidyadhari	K. Vidyadhari
10	Mrs. G. Anitha Bharu	G. Anitha Bharu
11	Mrs. P. Adi lakshmi	P. Adi lakshmi
12	Mrs. B. Rajitha	B. Rajitha
13	Mrs. L. Mary Anusha	L. Mary Anusha
14	Mrs. G. Vijaya lakshmi	G. Vijaya lakshmi
15	Mrs. P. Sandhya	P. Sandhya
16	Mrs. R. Phani Rajya lakshmi	R. Phani Rajya lakshmi
17	Miss. N. Harika	N. Harika

S.No	Name of the faculty	Signature
18.	Mrs. K. Swathi	K. Swathi
19	Miss. K. Grace shanthi-Ann	Kejsh
20	Mrs. B. Joyce	Bon
21	Mr. D. Simon	Simon
22	Mr. S. M. Subani (Commerce)	SKM di
23	Mrs. M. Anjana devi	M. Anil
24	Sr. Margaret priyanka	Sr. Margaret
25	Mrs. D. Anitha	D. Anitha
26	Mrs. Bala show Reddy	Bala
27	Mrs. K. Susmitha	K. Susmitha
28	Mrs. D. Swarna charani Rao	D. Swarna
29	Mrs. B. Usha Rani	B. Usha Rani
30	Mrs. D. V. Ramanamma	D. V. Ramanamma
31	Miss. G. Vani	G. Vani
32	Miss B. Manasa	B. Manasa
33	Miss. P. Anitha	P. Anitha
34	Mr. J. Venkateswara Rao	J. Venkateswara Rao
35	Dr. P. L. Narasimha Rao	P. L. Narasimha Rao
36	Dr. G. Radhika	G. Radhika
37	Sr. T. Sandhya	Sr. T. Sandhya
38	Dr. V. Vani	V. Vani
39	Mrs. J. sirisha	J. sirisha
40	Mrs. G. Sailaja	G. Sailaja



PRINCIPAL

St. Ann's College for Women
Gorantla, Guntur-522 034.

Staff Meeting

DATE

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Date: 04/11/2023

Time: 3.15 PM

Venue: Conference Hall
Gnanam Block.

Principal Dr. Sr. Fatima Rani.P organized a general staff meeting with Uq & Pg staff on 4th November 2023. at 3.15 PM in Conference Hall of Gnanam Block.

The meeting was started with opening prayer by principal followed by scripture reading by Mrs. K. Sandhya lect. Department of English invoking the holy blessings of the lord almighty for his grace and support in the NAAC preparation process.

The meeting was taken place with the following agenda.

NAAC Process

As a part of NAAC preparatory process, Mock peer team visits are very essential for successful NAAC journey.

A mock peer team visit, provides useful information that can be used to improve academic program and identify areas where additional work is needed. By conducting a mock visit, an external perspective of the regular process is verified and reviewed.

Principal guided all the HODs and faculty members about the preparations for Mock peer team visit going to be held on 9th November 2023. The members of the Mock peer team are Dr. S. Sankar, Retired principal, ANR College Guduvada, Mr. S.R.k Prasad, Director PG Courses, JKC College Guntur and Mr. P. Gopi Chand, Vice principal classmate

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JKC College Guntur

The route map of the visit was announced by the principal and suggested the departments to update all files and registers.

Principal guided all the HOD's and Faculty members to make departments ready for the visit and make it successful.

Meeting concluded with the closing remarks and short prayer by the principal.

S.No	Name of the faculty	signature
1.	Mr. S.M. Subani	S.M. Subani
2.	Mrs. R. Sharon Rose	R. Sharon
3.	Mrs. J. Prameela Rani	J. Prameela
4.	Mr. CH. Rama Rao	CH. Rama Rao
5.	Dr. J. Pratapa Reddy	J. Pratapa Reddy
6.	Mrs. K. Vanaja	K. Vanaja
7.	Mrs. M. Usha Rani	M. Usha Rani
8.	Mrs. G. Saroja	G. Saroja
9.	Mrs. K. Vidyadhari	K. Vidyadhari
10.	Mrs. G. Anitha Ekanu	G. Anitha
11.	Mrs. P. Aditi Lakshmi	P. Aditi Lakshmi
12.	Mrs. B. Ranjitha	B. Ranjitha
13.	Mrs. L. Mary Anusha	L. Mary Anusha
14.	Mrs. G. Vijaya Lakshmi	G. Vijaya Lakshmi
15.	Mrs. P. Sankhya	P. Sankhya
16.	Mrs. R. Phani Rajya Lakshmi	R. Phani Rajya Lakshmi
17.	Miss. N. Sri Harika	N. Sri Harika
18.	Mrs. K. Swathi	K. Swathi
19.	Miss. K. Grace Shanthi Ann	K. Grace Shanthi Ann

20	Mrs. B. Joyce	Bor
21	Mr. D. Simon	Shir
22	Mr. S. M. Subani	S. M. Subani
23	Mrs. M. Anjana devi	M. Anil
24	Sr. Margaret priyanka	Sr. Margaret
25	Mrs. D. Anitha	D. Anitha
26	Mr. G. Bala show Reddy	G. Bala
27	Mrs. K. Susmitha	K. Susmitha
28	Mrs. K. swarna charani Rai	D. Luv
29	Mrs. B. Usha Rani	B. Usha Rani
30	Mrs. D. V. Ramanamma	D. V. Ramanamma
31	Miss. G. Vani	G. Vani
32	Miss. B. Manasa	B. Manasa
33	Miss. P. Anitha	P. Anitha
34	Mr. J. Venkateswara Rao	J. Venkateswara Rao
35	Dr. P. L. Narasimha Rao	P. L. Narasimha Rao
36	Dr. G. Radhika	G. Radhika
37	Sr. T. Sandhya	Sr. T. Sandhya
38	Dr. V. Vani	V. Vani
39	Mrs. J. Sirisha	J. Sirisha
40	Mrs. G. Sailaja	G. Sailaja

20/6/21

PRINCIPAL

St. Ann's College for Women
Gorantla, Guntur-522 034.

Staff Meeting

DATE

Date : 22/12/2023

Time : 11:45 AM.

Venue : Conference Hall
Gnanam Block

Principal Dr. Sr. Fatima Rani.P organized a General Staff Meeting with UG & PG staff on 22nd December 2023 at 11:45 AM in Conference Hall of Gnanam Block.

The meeting was started with Opening Prayer by Principal followed by Scripture reading by Mrs. D. Swarna Charani Rai HOD Department of Computer Science to invoke God's blessings and grace of Almighty Lord.

The meeting was taken place with the following Agenda
ANU Final year B.Sc - V Semester-End Examinations.
ANU First year UG Honours Semester-End Examinations
NAAC Process-Seven Criterion points.

ANU Final year B.Sc - V Semester-End Examinations.

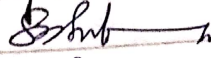
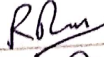


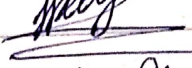
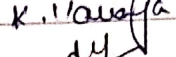
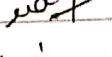


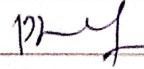
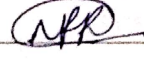
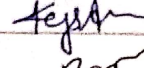
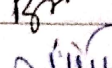
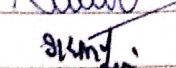

Principal announced the dates of final year B.Sc - V Semester-End Examinations and instructed the examination Committee to make necessary arrangements for the smooth conduct of ANU Examinations at our Centre.

ANU First year UG Honours Semester-End Examinations

Principal discussed about the changes in the pattern of question paper and evaluation system for the new single major courses introduced by ANU. She also mentioned about the dates and conduct of First year B.Sc, B.Com, BCA and BBA Honours I Semester End Examinations.

NAAC Process- Seven Criterion points
 Mr. T. Bala Narendra Prasad, IQAC Coordinator, JKC college and Dr. P.L. Narasimha Rao, Professor Dept. of MBA had enlightened the faculty on seven criterion points. Each key Indicator criterion-wise is clearly explained and the process to proceed is guided by them.

Meeting concluded with the closing remarks and short prayer by the Principal.

S.No.	Name of the faculty	Signature.
1	Mrs. S.M. Subani	
2	Mrs. B. Sharon Bose	
3	Mrs. J. Prameela Bani	
4	Mr. Ch. Rama Rao	
5	Dr. J. Pratapa Reddy	
6	Mrs. K. Varaja	
7	Mrs. M. Usha Bani	
8	Mrs. G. Saroja	G. Saroja
9	Mrs. K. Vidyadhari	
10	Mrs. G. Anitha Bhanu	
11	Mrs. I. Adi Lakshmi	I. Adi Lakshmi
12	Mrs. B. Banjitha	B. Banjitha
13	Mrs. L. Mary Anusha	L. Mary Anusha
14	Mrs. G. Vijaya Lakshmi	G. Vijaya Lakshmi
15	Mrs. P. Sandhya	
16	Mrs. B. Phani Baiya Lakshmi	
17	Miss. N. Sri Harika	N. Sri Harika
18	Mrs. K. Swathi	K. Swathi
19	Miss. K. Grace Shanithi Ann	
20	Mrs. B. Joyce	
21	Mr. D. Simon	
22	Mr. S.M. Subani (Commerce)	

S.No.	Name of the faculty	Signature
23	Mrs. M. Anjana Devi	M. Anit
24	Sr. Margaret Priyanka	Sr. Margaret
25	Mrs. D. Anitha	D. Anitha
26	Mr. G. Bala Shree Reddy	G. Bala Shree Reddy
27	Mrs. K. Susmitha	K. Susmitha
28	Mrs. D. Swarnacharani rai	D. Swarnacharani rai
29	Mrs. B. Usha rani	B. Usha rani
30	Mrs. D. V. Ramanamma	D. V. Ramanamma
31	Miss. G. Vani	G. Vani
32	Mrs. B. Manasa	B. Manasa
33	Miss. P. Anitha	P. Anitha
34	Mr. J. Venkateswara Rao	J. Venkateswara Rao
35	Dr. P. L. Narasimha Rao	P. L. Narasimha Rao
36	Dr. G. Radhika	G. Radhika
37	Sr. T. Sandhya	T. Sandhya
38	Dr. V. Vani	V. Vani
39	Mrs. J. Sirisha	J. Sirisha
40.	Mrs. G. Sailaja	G. Sailaja

PRINCIPAL

St. Ann's College for Women
Gorantla, Guntur-522 034.

Staff Meeting

DATE

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Date :- 18/01/2024

Time :- 3.30 P.M.

Venue :- Conference Hall,
Gnamam Block

Principal Dr. Sn. Fatima Rami.P organized a General Staff Meeting with UG & PG staff on 18th January 2024 at 3.30 P.M in Conference Hall of Gnamam Block.

The meeting was started with Opening Prayer by Principal followed by Scripture reading by Mrs. K. Sandhya HOD Department of English invoking God's divine blessings for the successful completion of SSR as a part in NAAC process.

The meeting was taken place with the following Agenda.

- * NAAC Process
- * Student Progression Details
- * Placement Details
- * Student Centric Methods
- * Feedback Collection
- * Mentor-Mentee System

NAAC Process

At the outset Principal spoke about the completion of SSR within the stipulated time and instructed the criterion in charges to collect the data from the departments pertaining to their criterion points.



Student Centric Methods

Guidelines given to the faculty about updating of student centric methods via Experiential Learning, Participative Learning and Problem Solving Methods by Dr. P.L. Narasimha Rao, Prof. from Department of MEd.

Student Progression Details

Sri. J. Bala Narendra Prasad, IQAC Coordinator and Assist. Prof in Dept. of Physics, JKC College, Guntur had enlightened the faculty about the collection student progression details as resource person from mentor institution i.e JKC College Guntur.

Feedback Collection

Sri. J. Bala Narendra Prasad, IQAC Coordinator JKC College, Guntur suggested the faculty about the collection of feedback in the following manner.

Collection of Feedback:- The filled-in feedback form to be collected by various academic departments.

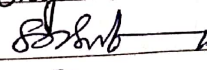
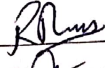


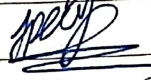
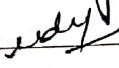

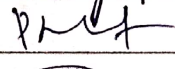
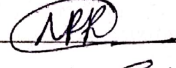

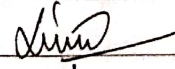
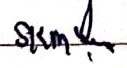
Analysis of feedback:- The collected feedback by the IQAC is then analysed and the report is submitted to the Head of the Institution. Afterwards and the necessary recommendations are forwarded to the affiliating University for approval; once approved, the same is shared with the concerned departments for appropriate action.

Action Taken Report:- The action taken report to be prepared based on the recommendation of the University for further improvements.

DATE

Mentor-Mentee System
Principal had guided the faculty of UG and PG for proper maintenance of Mentor-Mentee lists with all the details.

Meeting was concluded with the closing remarks of Principal.

S.No	Name Of the Faculty	Signature
1	Mrs. S.M. Subani	
2	Mrs. R. Sharon Rose	
3	Mrs. J. Prameela Rani	
4	Mrs. Ch. Rama Rao	
5	Dr. J. Pratapa Reddy	
6	Mrs. K. Vanaja	K. Vanaja
7	Mrs. M. Usha Rani	
8	Mrs. G. Saroja	G. Saroja
9	Mrs. K. Vidyaadhari	
10	Mrs. G. Anitha Bhamu	Anitha
11	Mrs. J. Adi Lakshmi	J. Adi Lakshmi
12	Mrs. B. Ranjitha	B. Ranjitha
13	Mrs. L. Mary Anusha	L. Mary Anusha
14	Mrs. P. Sanathya	
15	Mrs. R. Phani Rajya Lakshmi	
16	Miss. N. Sri Hanika	N. Sri Hanika
17	Mrs. G. Vijaya Lakshmi	G. Vijaya Lakshmi
18	Mrs. K. Swathi	
19	Miss. K. Grace Shanthi Ann	K. Grace
20	Mrs. B. Joyce	B. Joyce
21	Mrs. D. Simon	
22	Mrs. S.M. Subani [Commerce]	
23	Mrs. M. Anjana Devi	M. Anjana
24	Sr. Margaret Priyanka	Sr. Margaret

classmate

DATE

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S.No.	Name Of the Faculty	Signature
25	Mrs. D. Anitha	D. Anitha
26	Mr. G. Bala Show Reddy	G.B.
27	Mrs. K. Susmitha	K. Susmitha
28	Mrs. D. Swarnacharanani nai	D. LCU
29	Mrs. B. Usha nani	B. Usha Rai
30	Mrs. D. V. Ramanamma	P. R.
31	Miss. G. Vani	G. V.
32	Mrs. B. Manada	B. Manasa
33	Miss. P. Anitha	P. Anitha
34	Mr. J. Venkateswara Rao	J. V.
35	Dr. P. L. Narasimha Rao	P. L. Narasimha Rao
36	Dr. G. Kaulhika	Kaulhika
37	Dr. J. Sandhya	Sandhya
38	Dr. V. Vani	Vani
39	Mrs. J. Sirisha	J. Sirisha
40	Mrs. G. Sailaja	G. Sailaja



PRINCIPAL

St. Ann's College for Women
Gorantla, Guntur-522 034.



Staff Meeting

DATE

Date:- 12/02/2024

Time :- 11.00 A.M

Venue:- Conference Hall
Gnanam Block

Principal Dr. Sr. Fatima Kani. P organized a General Staff Meeting with UG & PG staff on 12th February 2024 at 11.00 AM in Conference Hall of Gnanam Block.

The meeting was started with Opening Prayer by Principal followed by Scripture reading by Mrs. D. Anitha UG Librarian for invoking God's richest blessings upon the Management, Staff and Students for all their undertakings.

The meeting was taken place with the following Agenda.

- * SSS
- * ANU Result analysis of Second year;
- * Submission of SSR
- * Student Satisfaction Survey (SSS)

The Principal Dr. Sr. Fatima Kani. P had given instructions about the collection of Student Satisfaction Survey (SSS) with the proper plan of action prepared by Criterion II along with the suggestion of Mr. T. Bala Narendra Prasad, IQAC Coordinator and Assist. Professor in Dept. of Physics from JKC College, Guntur.

ANU Result analysis of Second year;

Principal announced ANU Result analysis of Second year UG-III Semester students and appreciated the faculty members who secured 100% result in their Subjects and Departments.

Submission of SSR

Principal had instructed the IQAC members and Criterion In charge to speed up the NAAC process with all necessary actions and date was planned for submission of SSR i.e. on 28th February 2024.

For that Principal along with IQAC members planned to organize Mentor Mentee on 22nd February 2024 in Conference hall @ 2.00 p.m. with the team members of mentor institution Dr. J. Nageswara Rao, Principal, JKC College, Guntur, Sri. S. R. K. Prasad, Director of PG courses, JKC College, Guntur, Sri. P. Gopi Chand, Vice Principal, JKC College, Guntur, Sri T. Bala Narendra Prasad, IQAC coordinator, JKC College, Guntur to get their suggestions and instructions on SSR before its submission as a part in NAAC Accreditation Process.

Meeting was concluded with the closing remarks of Principal.

S.No	Name of the Faculty	Signature
1	Mr. S.M. Sukani	S.M. Sukani
2	Mrs. R. Sharon Rose	R. Sharon Rose
3	Mrs. J. Prameela Rani	J. Prameela Rani
4	Mr. Ch. Rama Rao	Ch. Rama Rao
5	Dr. J. Pratap Reddy	J. Pratap Reddy
6	Mrs. K. Vanaja	K. Vanaja
7	Mrs. M. Usha Rani	M. Usha Rani
8	Mrs. G. Saroja	G. Saroja
9	Mrs. K. Vidyadhari	K. Vidyadhari
10	Mrs. G. Anitha Bhanu	G. Anitha Bhanu
11	Mrs. J. Anji Lakshmi	J. Anji Lakshmi
12	Mrs. B. Ranjitha	B. Ranjitha
13	Mrs. L. Mary Anusha	L. Mary Anusha

S.No	Name of the Faculty	Signature
14	Mrs. G. Vijaya Lakshmi	G. Vijaya
15	Mrs. P. Sandhya	P. Sandhya
16	Mrs. R. Phani Rajya Lakshmi	R. Phani
17	Miss. N. Sri Harika	N. Sri Harika
18	Mrs. K. Swathi	K. Swathi
19	Miss. K. Grace Shanthi Ann	K. Grace
20	Mrs. B. Joyce.	B. Joyce
21	Mr. D. Simon	D. Simon
22	Mr. S. M. Subani [commerce]	S. M. Subani
23	Mrs. M. Anjana Devi	M. Anjana
24	Sr. Margaret Priyanka	Sr. Margaret
25	Mrs. D. Anitha	D. Anitha
26	Mr. G. Bala shaw Reddy	G. Bala
27	Mrs. K. Susmitha	K. Susmitha
28	Mrs. D. Swarnacharani vai	D. Swarnacharani
29	Mrs. B. Usha Vani	B. Usha
30	Mrs. D.V. Ramanamma	D.V. Ramanamma
31	Miss. G. Vani	G. Vani
32	Mrs. B. Manasa	B. Manasa
33	Miss. P. Anitha	P. Anitha
34	Mr. J. Venkateswara Rao	J. Venkateswara
35	Dr. P.C. Narasimha Rao	P.C. Narasimha
36	Dr. G. Radhika	G. Radhika
37	Sr. T. Sandhya	T. Sandhya
38	Dr. V. Vani	V. Vani
39	Mrs. J. Sirisha	J. Sirisha
40	Mrs. G. Saikaja	G. Saikaja

PRINCIPAL

St. Ann's College for Women
Gorantla, Guntur-522 034,

Staff Meeting

DATE

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Date : 06/03/2024

Time : 5.30 PM

Venue: Conference Hall

Gnanam Block

Principal Dr. Sr. Fatima Bari. P organized a General Staff Meeting with UG & PG staff on 6th March 2024 at 5.30 PM in Conference Hall of Gnanam Block.

The meeting was started with Opening Prayer by Principal followed by Scripture reading by Mrs. L. Mary Anusha Lect. in Department of Mathematics for invoking God's blessings.

The meeting was taken place with the Agenda of

Submission of Files and Documents for DVV

Principal conducted this formal meeting with all the Criterion In-Charges for final verification of DVV process and the faculty was guided by Mr. T. Bala Narendra Prasad, Assist. Professor in Dept. of Physics from JKC college, Guntur along with the assistance of IQAC members and planned to submit the DVV clarifications in NAAC portal on 13th March 2024 declared by the Principal.

Meeting was concluded with the closing remarks of Principal.

S.No Name of the faculty

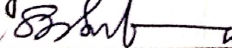
1 Mr. S. M. Subani

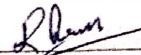
2 Mrs. B. Sharon Rose

3 Mrs. J. Prameela Bari

4 Mr. Ch. Rama Rao

Signature









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classmate



S.No.	Name of the Faculty	Signature
5	Dr. J. Pratapa Reddy	
6	Mrs. K. Kanaja	K. Kanaja
7	Mrs. M. Usha Rani	Usha
8	Mrs. G. Saroja	G. Saroja
9	Mrs. V. Vidyadhar	V. Vidyadhar
10	Mrs. G. Anitha Bharu	Anitha
11	Mrs. I. Adi Lakshmi	I. Adi Lakshmi
12	Mrs. B. Banjitha	B. Banjitha
13	Mrs. L. Mary Anushe	L. Mary Anushe
14	Mrs. G. Vijaya Lakshmi	G. Vijaya Lakshmi
15	Mrs. P. Sandhya	P. Sandhya
16	Mrs. B. Phani Rajya Lakshmi	B. Phani Rajya Lakshmi
17	Miss. N. Sri Hanika	N. Sri Hanika
18	Mrs. K. Swathi	—
19	Miss. K. Grace Shanthi Ann	K. Grace Shanthi Ann
20	Mrs. B. Joyce	B. Joyce
21	Mr. D. Simon	D. Simon
22	Mr. S. M. Subani (Commerce)	S. M. Subani
23	Mrs. M. Anjana Devi	M. Anjana Devi
24	Sr. Margaret Priyanka	Sr. Margaret Priyanka
25	Mrs. D. Anitha	D. Anitha
26	Mr. G. Bala show Reddy	G. Bala show Reddy
27	Mrs. K. Sumitha	K. Sumitha
28	Mrs. D. Swarnacharani Bai	D. Swarnacharani Bai
29	Mrs. B. Usha rani	B. Usha Rani
30	Mrs. D. V. Ramanamma	D. V. Ramanamma
31	Miss. G. Vani	G. Vani
32	Mrs. B. Manasa	B. Manasa
33	Miss. P. Anitha	P. Anitha
34	Mr. J. Venkateswara Rao	J. Venkateswara Rao
35	Dr. P. L. Narasimha Rao	P. L. Narasimha Rao
36	Dr. G. Radhika	G. Radhika
37	Sr. T. Sandhya	T. Sandhya

classmate

DATE

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S.No	Name of the Faculty	Signature
38	Dr. V. Vani	<u>Vani</u>
39	Mrs. J. Sirisha	<u>J. Sirisha</u>
40	Mrs. G. Sailaja	<u>G. Sailaja</u>

20/11

PRINCIPAL

St. Ann's College for Women
Gorantla, Guntur-522 034.

Staff Meeting

DATE

Date: 22/04/2024

Time: 11.00 A.M

Venue: Conference Hall
Gnanam Block

Principal Dr. Sr. Fatima Bani. P organized a General Staff Meeting with UG & PG staff on 22nd April 11.00 A.M 2024 A.M in Conference Hall of Gnanam Block.

The meeting was started with Opening Prayer by Principal followed by Scripture reading by Mrs. M. Usba HOD Department of MCA for invoking God's heavenly blessings for the successful completion of NAAC Peer Team visit.

The meeting was taken place with the Agenda of
NAAC Peer Team visit preparations
Admission for the Academic Year 2024-25,
Semester End Examinations,
APSET - Examination.

NAAC Peer Team Visit preparations.

At the outset Principal instructed all the faculty of UG and PG to update the preparation of Documents and setting of Files, Registers and records for the forthcoming visit of NAAC Peer Team.

Principal guided the faculty to prepare the files and registers for NAAC preparatory visit by Mrs. M. Vijaya Lakshmi Retired Professor, Department of Botany and Microbiology, Acharya Nagarjuna University along with Sri. T. Bala Narendra Prasad IQAC Coordinator, JKC College Guntur Scheduled to be on 8th May 2024 along with assistance of IQAC.

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Admission for the Academic Year 2024-25

Principal directed the faculty and the Admission committee to strive hard by taking necessary actions for getting the good number of admissions for the Academic Year 2024-25.

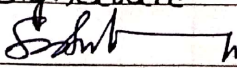
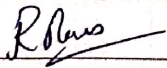
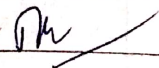

Semester End Examinations.

Principal announced the Date of commencement of ANU First year-II Semester-End Regular and Supply Examinations April 2024 for B.Sc, B.Com, BCA and BBA UG honours scheduled from 8th April 2024 to 29th April 2024 and ANU UG Second Year-IV Semester-End Regular Examinations April 2024 for B.Sc, B.Com and BCA students scheduled from 16th April 2024 onwards and instructed the faculty to do the Invigilation duties promptly as per the schedule given by Examination Committee.

APSET - Examination

Principal gave strict instructions about the conduction of Andhra Pradesh State Eligibility Test [APSET] with the allotted strength of 400 students organized by the College Management, Chief Superintendent Mr. Ch. Rama Rao, Asst. Chief Superintendent and Mrs. R. Sharon Rose Vice Principal with along with assistance of Teaching & Non-Teaching Staff.

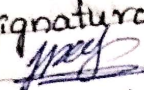
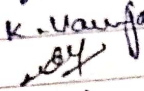
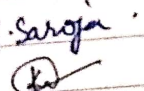
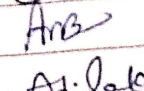
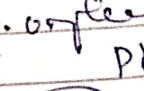
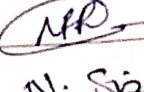
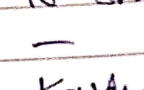
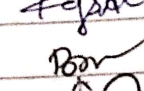
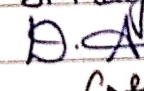
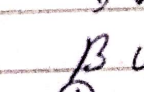
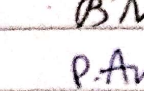
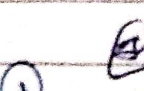
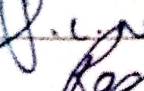
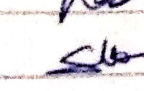
Meeting was concluded with the closing remarks of Principal.

S.No.	Name of the Faculty	Signature
1	Mr. S.M. Subani	
2	Mrs. R. Sharon Rose	
3	Mrs. J. Prameela Rani	
4	Mr. Ch. Rama Rao	

classmate

PAGE



SNo.	Name of the Faculty	Signature
5	Dr. J. Pratapa Reddy	
6	Mrs. K. Varaja	K. Varaja
7	Mrs. M. Usha Rani	
8	Mrs. G. Saroja	G. Saroja
9	Mrs. K. Vidyadhar	
10	Mrs. G. Anitha Bhanu	
11	Mrs. T. Adi Lakshmi	T. Adilake
12	Mrs. B. Banjitha	B. Banjitha
13	Mrs. L. Mary Anusba	L. Mary Anusba
14	Mrs. G. Vijaya Lakshmi	G. Vijaya Lakshmi
15	Mrs. P. Sandhya	
16	Mrs. B. Phani Rajya Lakshmi	
17	Miss. N. Sri Harika	N. Sri Harika
18	Mrs. K. Swathi	
19	Miss. K. Grace Shanthi Ann	K. Grace
20	Mrs. B. Joyce	B. Joyce
21	Mr. D. Simon	
22	Mr. S. M. Subani [commerce]	S. M. Subani
23	Mrs. M. Anjana Devi	M. Anjana
24	Sr. Margaret Priyanka	Sr. Margaret
25	Mrs. D. Anitha	D. Anitha
26	Mr. G. Bala show Reddy	
27	Mrs. K. Surnitha	K. Surnitha
28	Mrs. D. Swarnacharani Rai	D. Swarnacharani
29	Mrs. B. Usha rani	B. Usha Rani
30	Mrs. D. V. Ramanamma	
31	Miss. G. Vani	G. Vani
32	Mrs. B. Manasa	B. Manasa
33	Miss. P. Anitha	P. Anitha
34	Mr. J. Venkateswara Rao	
35	Dr. P. L. Narasimha Rao	
36	Dr. G. Radhika	
37	Sr. T. Sandhya	

DATE

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S.No	Name of the Faculty
38	Dr. V. Vani
39	Mrs. J. Sirisha
40	Mrs. G. Sailaja

Signature

Vani

J. Sirisha

G. Sailaja

D.V.

PRINCIPAL

St. Ann's College for Women
Gorantla, Guntur-522 034.

Staff Meeting

DATE

Date :- 01/05/2024

Time :- 11.00 A.M

venue :- conference Hall
Gnanam Block

Principal Dr. Sr. Fatima Rani P organized a General Staff meeting with UG and PG staff on 02nd May 2024 at 11.00 A.M in conference Hall of Gnanam Block.

The meeting was started with opening prayer by Principal Dr. Sr. Fatima Rani P thanking God for the successful completion of Academic year 2023-2024 followed by Scripture reading by Mrs. J. Mary Anusha Lecturer in Dept. of Mathematics invoking God's heavenly blessings and guidance for forthcoming NAAC peer Team visit.

Agenda

1. International Labour Day (Workers Day)
2. Completion of II and IV Semester End examinations and spot valuation camp.
3. criteria - Wise analysis as per NAAC guidelines
4. criteria wise Review meetings on given agenda
5. Mock peer team visit by expert Dr. Vijayalakshmi
6. One-day online workshop on the topic "Intellectual property Rights (IPR) and patent and Design Filing".
7. Announcement of very short duration for holidays.

PAGE



Resolutions

1. International Labour Day (Workers day)
International Labour Day (Workers day) was observed in college on 1st May 2024 to recognize the services and hard work put up by contingent staff. It was initiated by IQAC. Principal Dr. Sr. Fatima Rani P appreciated all their efforts by felicitating them with a shawl and presentation of fruits and flowers in the morning assembly time amidst all the students and staff of the college.

2. completion of II and IV semester End examinations and paper spot valuation camp
II and IV Semester End examinations of B.sc, B.com programmes were conducted by ANU from 8th to 13th April 2024. Due to vigorous NAAC preparatory work schedule on all criteria, Principal Dr. Sr. Fatima Rani advised all the faculty members of all departments not to go to semester - II & IV paper spot valuation camp that would be conducted in the 2nd week of May 2024 at Andhra Christian college, Guntur.

3. Criteria - wise analysis and PPT preparations as per NAAC guidelines.
Principal instructed all the 7-criteria Heads and faculty of UG and PG to update the preparation of documents and setting of Files, Registers and records and also PPT preparations according to NAAC guidelines for the forth

coming verification process scheduled on 2nd May 2024 by Mr. T. Bala Narendra Prasad IQAC coordinator and Associate professor in the Dept. of physics, JKC college. He is assisted by Dr. PVL Narasimha Rao, Professor in Dept. of MBA. This meeting was organized by IQAC.

4. Criteria wise Review meetings on given agenda
under the chairmanship of principal Dr. Sr. Fatima Rani, review meetings for each criterion were to be conducted from 2nd to 4th May 2024 basing on the given agenda followed by the suggestions. Basing on Bench marks assigned by NAAC, all the Hard and soft copies of all the key indicators of each criterion were Inspected by Mr. T. Bala Narendra Prasad IQAC coordinator and Associate professor in the Dept. of physics, JKC college with the assistance of Dr. PVL Narasimha Rao, Professor in Dept. of MBA and IQAC.

5. Mock peer team visit - 2 by expert
Dr. M. vijayalakshmi
principal guided the faculty to prepare the files and registers for Mock peer Team visit-1 by Dr. M. Vijayalakshmi Retired professor, Dept. of Botany and Microbiology, Acharya Nagarjuna University along with Sri. T. Bala Narendra Prasad IQAC coordinator, JKC college Guntur scheduled to be on 8th May 2024 along with assistance of IQAC.

As per the schedule of the visit, Dr. M. Vijayalakshmi and the team, the PPT presentations of principal, IQAC coordinator and HOD of Department of statistics were observed and gave necessary suggestions.

During the visit, they were accompanied by Mrs. R. Sharon Rose vice-principal and IQAC coordinator and Additional coordinator and HOD of UG computer science Mrs. D. Swarnacharanirai to the departments, Libraries and laboratories to verify all the documents and records. The visit concluded with exit meeting with all the staff members to give the corrections and advices as per the benchmarks with regard to all key indicators of all criteria.

6. One-day online workshop on the topic "Intellectual property Rights (IPR) and patents and Design Filling".

National Level online one-day workshop on the topic "Intellectual property Rights (IPR) and patents and Design Filling" was organized on 8th May 2024. The programme was conducted in association with Rajiv Gandhi National Institute of Intellectual Property Management (RGNIIPM), Government of India, Nagpur.

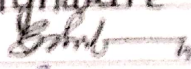









Under National Intellectual property awareness Mission, the talk was presented by Dr. Bharat N. Suryawanshi, Assistant controller of patents and Designs, RGNIIPM, Nagpur.

The whole programme was assisted by Dr. J. pratap Reddy, Programme coordinator and Director of PG programmes, Training and placement officer along with Mrs. D. Swarna Charanirai, HOD Department of computer science and Additional coordinator of IQAC. Everyone present in online mode was given participation certificate.

7. Announcement of very short vacation for Summer holidays.

Due to forthcoming NAAC peer Team visit, a short summer vacation was given to staff members from 10th to 19th May 2024 and they were advised to resume the work from 20th May onwards with preparations at department level.

Meeting was concluded with the closing remarks of principal.

S.No	Name of the Faculty	signature
1	Mr. S. M. Subhani	
2	Mrs. R. Sharon Rose	
3	Mrs. J. Prameela Rani	
4	Mr. Ch. Ramarao	
5	Dr. J. pratap Reddy	
6	Mrs. K. Vanaja	
7	Mrs. M. Usha Rani	
8	Mrs. G. Saroja	
9	Mrs. K. Vidyadhari	
10	Mrs. G. Anitha Bharu	

S.No	Name of the Faculty	signature
11.	Mrs. J. Adilakshmi	P. Aslakshmi
12.	Mrs. B. Ranjitha	B. Ranjitha
13.	Mrs. L. Mary Anusha	for
14.	Mrs. G. vijaya Lakshmi	G. vijaya
15.	Mrs. p. sandhya	P. sandhya
16.	Mrs. R. Phani Rajya lakshmi	PR
17.	Mrs. K. swathi	
18.	Miss. K. Grace shanthi Ann	K. Grace
19.	Mrs. B. Joyce	B. Joyce
20.	Mr. D. simon	D. simon
21.	Mr. S. M. subhani [commerce]	S. M. subhani
22.	Mrs. M. Anjana Devi	M. Anjana
23.	Sr. Margaret priyanka	Sr. Margaret
24.	Mrs. D. Anitha	D. Anitha
25.	Mr. G. Bala show Reddy	G. Bala show Reddy
26.	Mrs. K. susmitha	K. susmitha
27.	Mrs. D. Swarnacharani Rai	D. Swarnacharani Rai
28.	Mrs. B. Usha Rani	B. Usha Rani
29.	Mrs. D.V. Ramanamma	D.V. Ramanamma
30.	Miss. G. Vani	G. Vani
31.	Mrs. B. Manasa	B. Manasa
32.	Miss. P. Anitha	P. Anitha
33.	Mr. J. Venkateswara Rao	J. Venkateswara Rao
34.	Dr. P. L. Narasimha Rao	P. L. Narasimha Rao
35.	Dr. G. Radhika	G. Radhika
36.	Sr. T. Sandhya	Sr. T. Sandhya
37.	Dr. V. Vani	V. Vani
38.	Mrs. J. Sirisha	J. Sirisha
39.	Mrs. G. Sailaja	G. Sailaja
40.	Miss. . Santha kumari	G. Santha kumari

Dr. S. Fatima kumari
PRINCIPAL

St. Ann's College for Women
GORANTLA, GUNTUR-522 034

Staff Meeting

DATE

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Date : 02/06/2024

Time : 9.00 AM

Venue : Conference Hall
Gnanam Block

Principal Dr. Sr. Fatima Rani. P organized a General staff meeting with UG and PG Staff on 2nd June 2024 at 9 AM in conference Hall of Gnanam Block.

The meeting was started with opening prayer by Principal followed by scripture reading by Mrs. J. Pameela Rani, HOD Dept. of Commerce for invoking God's heavenly blessings for the successful completion of NAAC Peer Team visit.

The meeting was taken place with the Agenda of
→ Information about dates of NAAC Peer Team visit.

- Admissions for the Academic year 2024-2025
- conduction of world environment day
- Reopening of college for UG
- Expert Team visit by Dr. S. Sankar
- NAAC Peer Team visit - confirmed dates and Details of visit
- NAAC Peer Team visit
- conduction of International Yoga Day.

Information on NAAC Peer Team visit Dates
college received a mail on 13th May 2024 from NAAC portal regarding the proposed visit of

NAAC Peer Team to be on 12th and 13th June 2024 hence at the outset on meeting principal informed all the faculty of UG and PG to prepare all the documents, Files, Registers and displays in the department for the forth coming visit of NAAC Peer Team on 12th and 13th of June 2024.

Principal guided the HOD's to prepare the Time-tables and works loads of UG V and III semesters of Final and Second year for the Academic year 2024-2025 as per the pattern of conversion of CBSE to Single Major with one Minor syllabus given by APSCHE.

Admissions for the Academic year 2024-25 principal directed the faculty and the Admission committee to strive hard by taking necessary actions for getting the good number of admissions for the Academic year 2024-25

conduction of world environment day principle advised Eco club and NSS Unit conveners to initiate plantation of saplings in college Botanical Garden to observe World Environment Day on 5th June 2024 with the theme of "Eco system Restoration."

Reopening of college for UG and PG Programmes principal announced the date of reopening of college to UG students of Final and second year, B.Sc, B.com, BCA and BBA Programmes to be from 6th June 2024 onwards and also for .

I MCA - II semester and I MBA - II semester PG programmes. This reopening of college and commencement of regular classes is after the Summer vacation given to the students.

Expert Team visit by Dr. S. Sankar and Mentor college members

As per the NAAC accreditation process, Mock peer team visits are planned for 6th June 2024. Expert Team members comprising of Dr. S. Sankar, Retired principal of ANR college, Gudivada and Mentor college Team members such as Dr. J. Nageswara Rao, Principal, Sri. P. Gopichand, vice-principal and Sri. T. Bala Narendra Prasad, IQAC Coordinator of JKC college, Guntur were given the schedule to visit the college as per the protocol of Guard of honour, PPT presentations of Principal, IQAC coordinator and HOD's.

Principal advised all the Department HOD's and the Faculty of UG and PG to prepare all the necessary documents and files and also displays to present to the Expert Team members during their visit to the concerned department and note down the suggestions given by them.

NAAC peer Team visit - confirmed dates

The dates for NAAC Three member Peer Team visit scheduled for 12th and 13th June 2024 was confirmed and the details of their travel were also sent through mail. Names of members will be disclosed at the week end.

Principal gave the instructions to the Faculty about the duties and responsibilities for the Two-day Programme of NAAC peer Team visit.

Details of Visit

The details of the visit was planned and discussed as

11th June 2024, Zero day :

Receiving of guests at Vijayawada Airport by principal, IQAC coordinator and others and Zero hour meeting at the hotel in the evening.

12th June 2024, Day 1 Schedule :

Welcome with Bouquet presentations at the entrance, Guard of Honour, Bouquet presentation by Peer Team chairperson at Grotto, March Past to conference room, Aarathi, Principal and IQAC coordinator PPTs, Departments, Laboratories, Libraries' visit in the morning hours. In the evening hours, the peer Team would make administrative and office and Hostel visits along with Alumni, Parents and Students interactions for the assessment.

13th June 2024, Day 2 Programme :

Plantation, Exit meeting and Presentation of Report given by Peer Team visit members to principal and IQAC coordinator.

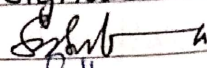
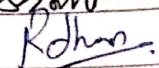


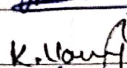
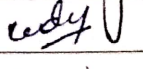
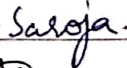
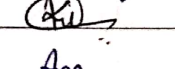


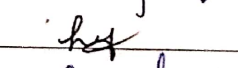
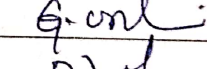
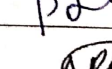
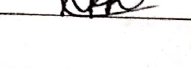
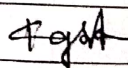
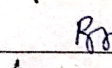



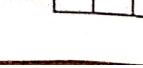
14th June 2024 Day 3:

Send off to NAAC Peer Team at the Vijayawada Airport by Principal and Team.

International Yoga Day

Principal Dr. Sr. Fatima Rani. P instructed physical director Mr. G. Balashow Reddy to celebrate International Yoga Day on 26th June 2024 by conducting Yoga session to all UG and PG students in the college Auditorium at Gnanam Block.

Meeting was concluded with the closing remarks of principal.

S.No	Name of the Faculty	Signature
1	Mr. S. M. Subhani	
2	Mrs. R. Sharon Rose	
3	Mrs. J. Prameela Rani	
4	Mr. Ch. Rama Rao	
5	Dr. J. Pratap Reddy	
6	Mrs. K. Vanaja	
7	Mrs. M. Usha Rani	
8	Mrs. G. Saroja	
9	Mrs. K. Vidyadhari	
10	Mrs. G. Anitha Bhanu	
11	Mrs. J. Adilakshmi	
12	Mrs. B. Ranjitha	
13	Mrs. L. Mary Anusha	
14	Mrs. G. Vijaya Lakshmi	
15	Mrs. P. Sandhya	
16	Mrs. R. Phani Rajya Lakshmi	
17	Mrs. K. Swathi	
18	Miss. K. Grace Shanthi Ann	
19	Mrs. B. Joyce	
20	Mr. D. Simon	

S.No	Name of the Faculty	Signature
21	Mr. S. M. Subhani [commerce]	
22	Mrs. M. Anjana Devi	M.A.L.
23	Sr. Margaret priyanka	Sr. Margaret
24	Mrs. D. Anitha	
25	Mr. G. Balashow Reddy	
26	Mrs. K. Susmitha	K. Susmitha
27	Mrs. D. Swarnacharani Rai	D. Swarnacharani Rai
28	Mrs. B. Usha Rani	B. Usha Rani
29	Mrs. D. V. Ramanamma	
30	Miss. G. Vani	G. Vani
31	Mrs. B. Manasa	B. Manasa
32	Miss. P. Anitha	P. Anitha
33	Mr. J. Venkateswara Rao	
34	Dr. P. L. Narasimha Rao	
35	Dr. G. Radhika	
36	Sr. T. Sandhya	
37	Dr. V. Vani	V. Vani
38	Mrs. J. Sirisha	J. Sirisha
39	Mrs. G. Sailaja	G. Sailaja
40	Miss. . santhakumari	G. Santhakumari

S. S. Fatima Khan P

PRINCIPAL

St. Ann's College for Women
GORANTLA, GUNTUR-522 034



ST. ANN'S COLLEGE FOR WOMEN

(Affiliated to Acharya Nagarjuna University,
Recognized Under Section 2(f) of UGC Act 1956-New Delhi)

Amaravathi Road, Gorantla, Guntur – 522034 (A.P)

Email: st_anns_coll@yahoo.co.in Website: www.stannscollegeforwomen.org

Criterion: VI

Metric – 6.1.1



Criterion-VI Governance, Leadership & Management

6.1.1 The Institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, Sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long-term Institutional Perspective plan

Internal Quality Assurance Cell (IQAC)

2023-24



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Composition of IQAC committee for the Academic Year 2023-24

S.No	Name	Designation	Nomination
1.	Dr. Sr. Fatima Rani	Principal	Chairperson
2.	Mrs. R. Sharon Rose	VicePrincipal	Coordinator
3.	Mrs. D. SwarnaCharaniRai	Dept., of Computer Science, Faculty	Addl. Coordinator
4.	Dr. J. Pratapa Reddy	Director - PG - Courses	Addl. Coordinator
5.	Dr.P.L.NarasimhaRao	Professor Dept., of MBA	Member
6.	Mrs. B. Joyce	Dept., of Chemistry, Faculty	Member
7.	Mr.S.M. Subani	Dept., of Mathematics,Faculty	Member
8.	Mrs. J. Prameela Rani	Dept., of Commerce, Faculty	Member
9.	Mr. Ch. Rama Rao	Dept., of Physics,Faculty	Member
10.	Mrs. M. Usha Rani	Dept., of Computer Science, Faculty	Member
11.	Mrs. G. Radhika	Dept., of MBA, Faculty	Member
12.	Sr. Margaret Priyanka.G	Office Superintendent /Manager	Member
13.	Dr. Sr. Paul Tresa	One member from Trust	Member
14.	Dr. A. Leela Mohan Rao	One Nominee from Local Society	Member
15.	Mr. T. BalaNarendra Prasad	One member from Stakeholder	Member
16.	Dr. G. Neelima	One member from Alumni	Member
17.	Sr. Sandhya T.	One member from Management	Member
18.	Mr.K.V.Bhaskara Rao	One member from Industry	Member
19.	G. Chandana	One member from students	Member



Dr. Sr. Fatima Rani P
PRINCIPAL
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Decentralization of Committees

2023-24



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Website: www.stannscollegeforwomen.org

UG & PG - LIST OF COMMITTEES 2023 – 2024

S.NO	NAME OF THE COMMITTEE	LECTURER INCHARGE	ROLE
1	Time –Table Committee (ALL HOD'S)	Mrs. R.Sharon Rose Mr.S.M.Subhani Mrs.J.Prameela Rani Mr. Ch. Rama Rao Dr. J. Pratapa Reddy Mrs. K. Vanaja Mrs. K. Vidhyadhari Mrs. D. Swarna Charani Rai Mrs. B.Usha Rani Mrs.P.Sandhya Mrs.I.Adi Lakshmi Mrs.B.Ranjitha	Convener(UG)
		Mrs.M.Usha Dr.G. Radhika	PG(MCA) PG(MBA)
2	Press & Media Committee	Mrs.I.AdiLakshmi Mr. D. Simon Mrs. P. Sandhya Mrs. M. Anjana Devi Mrs.D.V.Ramanamma Miss.K.Grace Shanthi Ann	Convener(UG)
		Mrs.M.Usha Rani Dr.V.Vani	PG(MCA) PG(MBA)



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3	Admissions Committee (ALL HOD'S)	Mr. Ch. Rama Rao Mrs. R.Sharon Rose Mr.S.M.Subhani Mrs.J.Prameela Rani Dr. J. Pratapa Reddy Mrs. K. Vanaja Mrs. K. Vidhyadhari Mrs. D. Swarna Charani Rai Mrs. B.Usha Rani Mrs.B.Ranjitha	Convener(UG)
		Mrs. M. Usha Rani Dr.G. Radhika	PG(MCA) PG(MBA)
4	Awards / Medals Committee	Mrs. G.Anitha Bhanu Mrs. G.Saroja Mrs. G.Vijya Lakshmi Mrs.B.Ranjitha Miss.B.Manasa	Convener
		Mrs.D.V.Ramana Dr.G.Radhika	PG(MCA) PG(MBA)
5	Student Seminars Committee	Mrs. B.Joyce Dr. J. Pratapa Reddy Mrs. R.Sharon Rose Mrs.D.V.Ramana Mrs. B.Usha Rani	Convener
		Mrs. D. Swarna Charani Rai Dr.G. Radhika	PG(MCA) PG(MBA)



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6	Tours & Travel Committee	Mr. Ch. Rama Rao Dr. J. Pratapa Reddy Mrs.M.Anjana Devi Mr.S.M.Subhani (Commerce) Mrs. L.Mary Anusha Miss.K.Grace Shanthi Ann Mrs. K.Susmitha Miss. G.Vani Miss.B.Manasa	Convener
		Mrs. D. Swarna Charani Rai Dr. V. Vani	PG(MCA) PG(MBA)
7	Examination Committee	Mr.Ch. Rama Rao Mrs. G.Anitha Bhanu Mrs.B.Usha Rani Mr. S.M.Subhani (Commerce) Mrs. L.Mary Anusha Miss.K.Grace Shanthi Ann	Convener
		Mrs.D.V.Ramana Mrs.J.Sirisha	PG(MCA) PG(MBA)
8	Anti Ragging Cell	Dr.Sr.Fatima Rani.P Mrs. J. Prameela Rani Mr.G.Bala Show Reddy Mrs. K.Vidyadhari Mrs.P.Sandhya Mr. V. Chandra Sekhar Mr. R.V.Sankara Rao Mr. T. Augustine Reddy Mr. B.Mallikarjuna Rao	Chairperson Convener Lawyer S.I, Taluka H.M,Krosuru, (Parent) Forest Beat Officer, Guntur
		Mrs. D. Swarna Charani Rai Dr.G. Radhika	PG(MCA) PG(MBA)



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Email: st_anns_coll@yahoo.co.in

Website: www.stannscollegeforwomen.org

9	Alumni Committee	Mrs. G.Saroja Mrs.K.Vidhyadhri Mrs.D.V.Ramana Mrs.P.Sandhya Miss.G. Vani Miss B.Manasa	Convener
		Mrs. B.Usha Rani Dr.V.Vani Mrs.G.Sailaja	PG(MCA) PG(MBA)
10	Attendance Committee	Mrs. J.Prameela Rani Mrs. G.Anitha Bhanu Mrs. P.Sandhya Miss.P.Anitha	Convener
		Mrs. M.Usha Rani Dr.G.Radhika	PG(MCA) PG(MBA)
11	U.G. Cultural Committee	Mrs. K.Vanaja Mrs. I. Adi Lakshmi Mrs. K. Vidyadhari Mrs.M.Anjana Devi Mrs.B.Ranjitha Mrs. P.Sandhya Miss.P.Anitha	Convener
		Mrs.D.V.Ramana Dr.G.Radhika Mrs.G.Vani	PG(MCA) PG(MBA)
12	Discipline Committee	Mr. G.Bala Show Reddy Mr. S.M.Subhani Mrs. J. Prameela Rani Mrs.G.Anitha Bhanu Mrs. K. Susmitha	Convener
		Dr.G.Radhika - P.G Mrs.G.Sailaja - P.G	PG(MBA)



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13	ECO – Club Committee	Mrs. K. Vidyadhari Mrs.K.Vanaja Mrs.G.Anitha Bhanu Mr. D. Simon Mrs.B.Ranjitha	Convener
		Dr. G.Radhika Mrs. G. Sailaja	PG(MBA)
14	Literary Committee	Mrs. I. Adi Laskhmi Mrs.P.Sandhya Mrs.N.Phani Rajya Lakshmi Miss.K.Grace Shanthi Ann	Convener
		Dr. G.Radhika Mrs. G. Sailaja	PG(MBA)
15	Sports & Games Committee	Mr. G. Bala Show Reddy Mrs. K.Susmitha Mr.D.Simon Mr.S.M.Subhani Mr.T .Kishore Babu	Convener
		Mrs. M.Usha Rani Dr.V.Vani	PG(MCA) PG (MBA)
16	Staff Grievances Committee	Mrs. R. Sharon Rose Mr. S.M.Subani Mrs.J.Prameela Rani Mrs.B.Joyce Mr.Ch. Rama Rao Mrs. K. Vanaja	Convener
		Mrs. D. Swarna Charani Rai Dr.G. Radhika	PG(MCA) PG(MBA)



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17	Library Committee	Mrs.D.Anitha Mrs.M.Anjana Devi Mrs.K.Vidyadhari Mrs.P.Sandhya Mrs.I. Adi Lakshmi Mrs.D.V.Ramana Mrs.B.Usha	Convener
		Mrs.M.Usha Rani Dr.G.Radhika	PG(MCA) PG(MBA)
18	Out Reach Committee	Dr.Sr.Fatima Rani.P Mrs. J. Prameela Rani Mrs. K. Vanaja Mrs. D.V. Ramana Mrs. L.Mary Anusha	Chairperson Convener
		Mrs. M.Usha Rani Dr.G.Radhika	PG(MCA) PG(MBA)
19	Parents Association Committee	Mrs.R.Sharon Rose Mrs. B. Joyce Dr.J. Pratapa Reddy Mr.Ch. Rama Rao Mrs. L.Mary Anusha Miss.B.Manasa	Convener
		Mrs.M. Usha Rani Mrs.D.SwarnaCharani Rai Dr.G.Radhika	PG(MCA) PG(MCA) PG(MBA)
20	Visual Aids Committee Seminar Hall In Charge	Mrs. M. Usha Rani Mrs.K. Vidhyadhari Mrs.G. Saroja Mrs. P. Sandhya	Convener
		Mrs. G.Sailaja	PG



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21	IQAC Committee (UG&PG)	<p>Rev. Dr.Sr.Fatima Rani.P</p> <p>Mrs. R. Sharon Rose Dr. J. Pratapa Reddy Mrs. D. Swarana charani Rai</p> <p>Members: UG Mr. S.M. Subhani Mrs. J.Prameela Rani Mr. Ch. Rama Rao Mrs. K. Vanaja Mrs. I. Adi Lakshmi Mrs. N. Kavya</p> <p>Members: PG Mrs. M. Usha Rani Dr. G. Radhika</p>	<p>Chairperson</p> <p>Coordinator Add.Coordinator Add.Coordinator</p>
22	Magazine Committee	<p>Mrs. B. Joyce Mrs. R.Sharon Rose Mrs. J. Prameela Rani Mrs. K. Vanaja Mrs.B.Usha Mrs. I. Adi Lakshmi Mrs. D.V.Ramana Mrs.P.Sandhya</p> <p>Mrs. D. Swarna Charani Rai Dr.G.Radhika</p>	<p>Convener</p> <p>PG(MCA) PG(MBA)</p>
23	Scholarship Committee	<p>Sr. G.Margaret Priyanka Mr.P.Joseph Reddy Mr. J.Venkateswarlu Mr.Ch. Siva Rama Prasad</p>	Convener
24	Placement Committee	<p>Dr.Sr.FatimaRani.P Dr.J.Pratapa Reddy Mr.Ch.Rama Rao Mrs.K.Vidyadhari Mr.S.M.Subhani (Commerce)</p>	<p>Chair Person Convener</p>



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		Mrs. M.Usha Rani Dr.G.Radhika	PG(MCA) PG(MBA)
25	Red Ribbon Committee	Mrs.B.Joyce Mrs .R.Sharon Rose Mrs.K. Vanaja Mrs.B.Ranjitha Mrs. G.Vijaya Lakshmi Mr.S.M.Subani	Convener
		Mrs.B.Usha Rani Dr.G.Radhika	PG(MCA) PG(MBA)
26	Student Counseling Committee	Mrs.J.Prameela Rani Mrs.B.Joyce Mrs. R. Sharon Rose Mrs.K. Vanaja Mrs.B.Usha Rani Mrs.P.Sandhya	Convener
		Mrs.M.Usha Dr.P.L.Narasimha Rao	PG(MCA) PG(MBA)
27	N.S.S Committee	Mrs.I.Adi Lakshmi Mr.G.Bala Show Reddy Mrs. K.Susmitha Mr.S.M.Subhani Miss.G.Vani Mrs. L.Mary Anusha Miss.P.Anitha	Convener
		Mrs.D.Swarna Charani Rai Mrs.J.Sirisha	PG(MCA) PG(MBA)
28	Mother Gnanmma Club	Dr.Sr.FatimaRani.P Mrs.J.Prameela Rani Mrs.R.Sharon Rose Mrs.B.Joyce Mrs.K.Vidhyadhari Mrs.B.Usha Rani Mrs. L.Mary Anusha	Chairperson Convener



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		Mrs.M.Usha Rani Dr.G.Radhika	PG(MCA) PG(MBA)
29	Co – Curricular Activities Committee	Mrs.R. Sharon Rose Mr.S.M.Subani Mrs.K.Vanaja Mrs.P.Sandhya Mrs.D.V Ramana Mrs. K.Susmitha Dr.G.Radhika Mrs.G.Sailaja	Convener PG(MBA)
30	Mentor & Mentee Committee	Dr.Sr.FatimaRani.P Mr.Sk.M.Subhani Mrs.J.Prameela Rani Mrs.K.Vanaja Mrs.B.Usha Rani Mrs.M.Usha Rani Dr.G.Radhika	Chair Person Convener PG(MCA) PG(MBA)



Dr. Sr. Fatima Rani P
PRINCIPAL

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Criterion: VI

Metric – 6.1.1



Criterion-VI Governance, Leadership & Management

6.1.1 The Institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, Sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long-term Institutional Perspective plan

Duties and Responsibilities of Committees



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Committee's Duties and Responsibilities

Governing Body:

- The Council is responsible for formulating the policies of the institution, framing the vision and mission statements and providing the right direction to the institute. The members with their huge academic, administrative and research experience manage the institution in right direction from time to time.
- The Governing Council is collectively responsible for overseeing the institution's activities, determining its future direction, and fostering an environment in which the institutional mission is achieved.
- Governing council has a duty to enable the college to achieve and develop its mission and primary objectives for learning, teaching and research. This responsibility includes considering and approving the institution's strategic plan, which should set out the academic aims and objectives of the institution and identify the financial, physical and staffing strategies necessary to achieve these objectives.
- It is the duty of the Governing Council to oversee the creation and delivery of the strategic vision and direction of the institution. This will encompass the purpose and mission of the institution.

College Development Committee:

- The College Development Committee is the highest academic body of the college and is responsible for laying down, regulating, and maintaining the standards of teaching, research, and examinations in the college.
- Reviews and approves academic calendar, value added courses and report submitted by IQAC.
- Reviews the academic activities of the college.
- Reviews and formulates the perspective plan of the college.
- Reviews the value added courses for students.
- Reviews the faculty development programs.
- Promotes innovation in teaching, sustaining the quality of education and quality improvements initiatives (NAAC).
- Ensures that the academic program is consistent with the institute's mission and is in line with industry requirements.
- Helps inculcate a culture of research in the student community.



D. S. F. Kumar Rao

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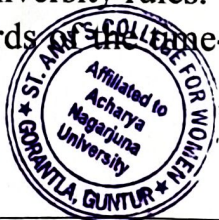
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IQAC committee:

- To prepare the circulars and communicate to all the departments in the first week of the month regarding the quality initiative developmental activities of that month.
- To review the quality initiatives and activities of the college by organizing meetings with all the staff with at least one meeting in month compulsorily.
- Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles.
- To prepare the institutional plan and submit it to the principal within a week from the date of commencement of classes.
- To gather and consolidate all the information of the various activities conducted in the college every month.
- Documentation of various programs of the college, leading to quality improvement.
- To prepare the college activity register and submit it to the principal in the last week of the academic year.
- To identify and adopt the best practices that are suitable to the college.
- To report the issues in the quality improvement aspects to the principal in time.
- Development of the Annual Quality Assurance Report of the college based on the quality parameters/assessment criteria developed by the NAAC in the prescribed format.

Time table committee:

- To Display on notice boards and websites for references.
- To frame a suitable, clash free time-table for conducting theory/practical classes as per university rules for each semester.
- To finalize the time-table within one week from the date of commencement of classes.
- To attend to various complaints of clashes in the time-table and report to the principal for necessary adjustments.
- To scrutinize the work load of the individual faculty members and the departments as per university rules.
- To maintain the records of the time-table framed and submit the same to the IQAC committee.



Do. L. Fatima Khan

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Admissions committee:

- To provide all information related to Admissions to the students and parents.
- To decide on all the matters relating to Admissions of the students.
- To maintain day wise admission data and display the group wise vacancy position daily during the time of admissions.
- To submit the list of admissions made by the college to the concerned competent authorities and get approved.

Awards/ Medals Committee:

- The committee coordinates with various departments to prepare the list of subject-wise, paper wise toppers for the various medals instituted by the college and other well-wishers and donors.
- It plays a major role in the smooth conduct of the annual award ceremony during which gold medal winners are also felicitated.

Tours & Travel Committee:

- The committee coordinates with students, travel agencies and the hospitality industry to organise holiday tours, with the objective of giving the students a wholesome exposure to our culture and geographical diversity.

Examinations committee:

- To co-ordinate with the examination conduction for smooth conduct of examinations.
- To ensure that the mark lists are submitted by the lecturers to the examination section by due dates and the statements of marks are given to the students within the stipulated time.
- To examine the cases of malpractices by students in the examinations, if any and recommend course of action to be taken against defaulting students.
- To make inventory of the required stationery well in advance.
- To maintain records of the cases investigated and submit the same to the IQAC committee.



Dr. S. Fatma Hans

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Anti-Ragging Committee:

- To ensure overall disciplined environment in the college.
- To initiate timely action against students.
- To redress complaints about ragging as per the Govt. and University procedures.
- To sensitize students about the evils of ragging and its prevention in the college campus by organizing programs etc.
- To prepare sign boards and display them in appropriate places.
- To maintain records of the cases investigated and submit the same to the IQAC committee.

Alumni Committee:

- To make alumni of St. Ann's College for Women, Guntur under one forum for exchange of experience. Knowledge and talents among members and students of the college.
- To maintain an effective alumni database and update the records periodically.
- To invite the alumni for annual Alumni meet so that they can have a chance to re-associate, re-collect and rejoice.
- To Honor the distinguished Alumni by inviting as chief guest for Republic Day and Independence.

Attendance Committee:

- The Committee works to ensure that the students are regular to college by coordinating with all the class-in-charges, subject wise attendance list display regularly.
- Through diligent and regular monitoring of attendance, shortage cases are brought to the notice of the parents/principal for counselling or further action.
- The committee forwards the attendance percentage to the parents through the Attendance report prepared by the class-in-charges.

Cultural committee:

This committee shapes the cultural ethos of the college by-

- Preparing the cultural events calendar and ensuring conduct of these events as per schedule.
- Conducting cultural competitions to groom talented students at various intercollegiate, state and national level competitions.
- Organizing all major events of the college.



Dr. S. Felicitas Ram
PRINCIPAL

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Discipline Committee:

- Discipline is one of the hallmarks of the institution. A team of active teaching and non-teaching staff ensures the smooth conduct of day-to-day activities.
- The committee coordinates with the class in charges and class representatives to maintain order and decorum during major events.

Eco Club committee:

- To facilitate rain water harvesting, energy conservation, solar lights, LED lights.
- To promote and maintain green ambience.
- To enroll members for the club and to create awareness among the students and staff about the need for protection of natural habitat.
- To invite speakers to talk on environmental protection.
- To maintain the records of the activities conducted and submit the same to the IQAC committee.

Literary Committee:

- To conduct and identify the inherent best talent in a student.
- To conduct various activities and develop the personality of the student.
- To depute students to participate in various inter-collegiate events.
- To ensure originality in expression and their work, thus building the required confidence through interactive activities
- To provide a platform for students to express themselves in various languages.
- To coordinate and guide students participating in intercollegiate, state level and national level competition such as essay writing, poetry, debates, quizzes etc.

Sports & Games committee:

- To recommend the principal to provide facilities for indoor and outdoor games as per the requirements for the students.
- To finalize annual planning of internal and external sports activities.
- To Prepare budget for proposed activities.

Staff Grievances Committee:

- To provide with proper advisory to stakeholders to express their grievances freely and frankly without any fear of being victimized;



D. S. Fatima

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- To analyse the aspects of grievances and conduct formal hearings and investigation accordingly.
- To protect the privacy and confidentiality of all parties during the investigation, consistent with and subject to the policyguide lines
- To obtain the facts through relevant sources in a fair and objective manner, to work out a resolution of the issues involved with the parties named in the grievanceapplication;
- To ensure speedy disposal of every grievance application - within a maximum period of one month of the receipt of application

Library committee:

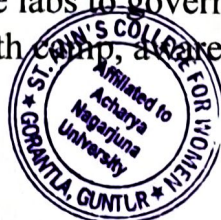
- To take stock of the existing, newly added and total number of books.
- To introduce bar coding system.
- To see that the library is computerized.
- To arrange talks for students to motivate them so as to cultivate reading habits.
- To organize Book week, books display on special occasions.
- To see that library building is enabled with wi-fi facility.
- To see that library issue/return of books are maintained through software.
- To maintain the sanctity of the library.
- To maintain a record of the services rendered/activities conducted and submit the same to the IQAC committee.

Out Reach Committee:

Every department and the Institution should have its own plans for reaching out to the community to mould and developed students as fine human beings. The efforts are mostly directed to issues concerning environment, education and health.

Education is not just academic but as process of self realisation and new nurturing a sense of responsibility in young minds. Inculcating human values, leadership quality and professional ethics are the objectives of the community service programs-Number of activities are to be regularly under taken by this unit in different areas concerning to

- i. Community- survey, awareness programs
- ii. Environment - awareness and protection
- iii. Education- mobile science labs to government school
- iv. Health and Hygiene- health camp, awareness campaign, nutri-food.



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Parents Association committee:

- To monitor the perception and concerns of the parents about the college.
- To keep them updated about the college events activities and the future plans.
- To discuss issues relating to the students community and their welfare and to encourage the parent-Ambassador role.
- To seek their suggestions, goodwill and support in all the endeavours.
- To maintain the records of the activities conducted and submit the same to the IQAC committee.

Magazine Committee:

- Besides Providing a panoramic chronicling of events gone by, the committee undertakes the following activities:
- Coordinating with Heads of the Departments and conveners for the collection of reports, photographs, articles and messages from dignitaries.
- Coordinating with the class-in-charges in generating advertising

Scholarship committee:

- To create awareness on the scholarship schemes of the welfare departments.
- Registration of the college in the Jnanabhumi portal.
- Registration process and forwarding the applications of the students to the concerned departments.
- Submitting the reports of the scholarships received by the students to the office intime.
- Maintaining the scholarship holder's database and scholarship records.
- Process of transfer of scholarship funds to various college accounts.
- Submitting the information of scholarship holders and received scholarships to the IQAC intime.

Placement cell:

The placement cell creates a platform for final year / final semester students by bringing together students and their prospective employers it consists of one coordinator each for UG and PG along with student members. The committee:

- i. Grooms the students through seminars on group discussions, interview skills, body language, etc.



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- ii. Guides students regarding Resumewriting and conducts mock interviews
- iii. Conducting regular Training Programmes on Soft skills, Trends in Technology .
- iv. Organises campus interviews and job fair

Red Ribbon Committee:

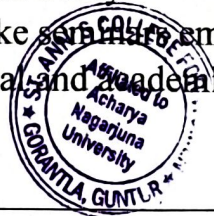
- To conduct activities under Red Ribbon Committee
- To organize Blood Donation Camps in the college.
- To maintain the records of the activities conducted and submit the same to the IQAC Committee.
- To see that there is a First Aid Room with all the basic facilities in case of emergency.

Student counselling Committee:

- To identify the problem areas and difficulties of individuals their potentials and limitations.
- To help students develop their potentialities through a greater self understanding to enable them to take full advantage of the environmental sources.
- To help a mitigate suffering, rich appropriate solutions, take responsible decisions and enable students to become self-actualized individuals.
- To follow systematic process based on a close student-teacher relationship intended to aid students in achieving educational, career and personal goals.as class-in-charges, mentors and faculty in various departments.
- To serve as coordinator to assist the student in assessing academic progress towards goals and other health and psychological needs
- To identify one/two faculty members exclusively to cater to the students on regular basis. They meet the students once a week or fortnight; provide information on higher education, preparation for entrance examinations.

Women Empowerment Cell:

- To enhance the confidence level of girl students for their empowerment in the society.
- To celebrate International Women's Day.
- To organize several programs like seminars, eminent lectures etc.
- To counsel and solve the personal and academic related problems of women.



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- To maintain the records of the activities conducted and submit the same to the IQAC committee.

Grievance Redressal Committee:

- The Grievance Redressal committee consists of the Principal, Deans – Student Affairs, senior faculty members and student representatives who are members of SQAC. Student representatives act as an interface between management and students.
- Time is allocated on weekdays for parents to meet the Principal and the Deans.
- Academic problems are brought to the notice of HOD for action.



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SC/ST Committee:

- SC/ST Committee looks into the complaints and grievances of SC/ST employee and students.
- The committee provides information about the scholarship and resolves any problems faced by the SC/ST students and employees.
- Encourages the students to express their grievance without fears.

N.S.S Committee:

- To understand the community in which the NSS volunteers work and to understand themselves in relation to their community
- To identify the needs and problems of the community and involve themselves in problem-solving exercise
- To develop among themselves a sense of social and civic responsibility
- To utilize their knowledge in finding practical solutions to individual and community problems
- To acquire leadership qualities and democratic values
- To develop capacity to meet emergencies and natural disasters
- To practice national integration and social harmony
- To establish meaningful linkages between 'Campus and Community', 'College and Village' and 'Knowledge and Action'

Internal Compliance Committee:

- To conduct awareness and educational programs on the sexual harassment of women.
- To take measures for prevention of sexual harassment of women.
- To undertake redressal of sexual harassment complaints received.
- To undertake redressal of any matters relating to harassment.

Anti-Sexual Harassment Committee

- Addressing the issues related to well-being of women students and lady faculty members.
- Inviting experts and doctors to address women related issues.
- Conducting various women enrichment programs to the students.
- Preventing any act of sexual harassment



D. S. Felina

PRINCIPAL

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