

Sri A.S.N.M. Government College (A), Palakol (Committees for the Academic year 2023-24)

Rc.No: 1/Committees / 2023-24

Date: 19-08-2023

The following committees have been constituted with the following staff members for the smooth functioning of the college during the academic year 2023-24. As per the proceedings of Rc.No 06/CCE/Acad.Cell/Autonomous colleges/Ac-06/2022, dated: 20-12-2022 by the Commissioner of Collegiate Education, AP, Mangalagiri. In this context, if any convener of the following committees on leave or by transfer or on duty the second member will act as convener. Hence, all the staff are informed to take responsibility and cooperate the overall development of the institution and submit compliance report time to time to the undersigned.

S.No	Name of the committee	Job Chart	Convener	Members	Student members
			Sri/Smt/Dr	Sri/Smt/Dr	
1	IQAC & NAAC	IQAC and Academic Records	K.Bhadrachalam, NAAC Coordinator Asst. Coordinator 1: A. Vamsi Subbarayan, CF in Chemistry Asst. Coordinator 2: Dr. V. Yamini, Lecturer in Chemistry	Sciences: 1. Smt N.V.R.D. Padmalatha, CF in Physics Arts: 1. Dr. V.D.V.Vijaya Lakshmi, CF in Economics Commerce: 1. Smt P. Durgeswari, GF in Commerce	O.Durga Bhavani, II MPCs Ch.Prasanna, II B.Com CA S.Janaki, II BA
		Drafting Committee		1.Sri.N.V.D.Dinakaran, Lecturer in English 2. Sri G.D. Srinivasa Rao, CF in English	
		Website (Dept. Inputs and uploads Photos for website)	Ch.Ravi Kumar, in Comp.App CF	1. Sri Ch. Chinni, Data Entry Operator 2. All Dept. In-Charges & Supporting Services	

2	NIRF, ISO, AISHE Committee	Uploading data and submission	Dr.V.Yamini, in Chemistry	Lecturer	1. Sri B. Ramesh Kumar, CF in Physics, 2.Hepsiba Rani, GF in Aquaculture	Ch.Vaishnavi, II B.COM(CA) K.Umasri, II BZC S.AshaJyothi, II BA
		<p>Coordinate and Monitor all the Academic activities of the college such as Induction trainings for students, Curricular plans, Academic Calendars, Transaction of Curriculum, Workload, Functioning of Class work, Conduct of Internal and External examinations, Result Analysis, BOS, Academic Councils, GB Meetings etc.</p> <p>Assisting Academic cell meeting agenda and resolutions, preparation of AC & GB meeting agenda and resolutions, Updation of Cadre strength from time to time, LSCs/SDCs /SECs/Multidisciplinary courses, Technical arrangements in AC & GB meetings</p>				

Academic Council

Monitoring proper functioning of Semester curricular Plans (SCPs), Daily Scheduling (DS), Teaching Diaries (TDs), Obtaining Syllabus completion certificates, Time table preparation, Collection data pertaining to Workload, Class wise student strength, data of paper wise handling Lecturers from each Department, Rationalization of Guest faculty workload from time to time

Monitoring of Academic & Administrative Committees activities, Technical – Data consolidation & uploading such as collection of CSP data, Evaluation reports, Internships consolidation and Apprenticeships, Procurement of Industry connect data, procurement of Model papers and syllabus, arrangement of google sheet forms every month for academic activities.

7th hour monitoring of classes, conducting training programs, Coordination and monitoring of Internal and Sem and exams, Preparation of Time tables, Remedial classes, certificate courses, Skill Enhancement training(JKC) .Sports, Library.

Dr.CH.Usha Rani,
Lecturer in Economics

ALL Academic Cell Members

Shaik.Kishore, II MPC
P.Rupa Sai Lakshmi, II BA
K.Roshini, II BCOM(CA)

Checking uniformity in BOS, Action plans from the Departments, Procuring BOS Changes, BOS Recommendations, BOS files from the Departments, Checking proper structure and composition of BOS such as University nominees, Subject experts, Industry nominees, preparation of pre BOS from each Department, OBE Blooms taxonomy(Cos, Pos, PSOs& Attainments).

Procurement of Financial resolutions for GB Meeting, Hospitality, Technical arrangements DTP printing works, Budget estimates, bills settlements.

Data entry, all typing work & maintenance and correspondence of documents /files.

Representation of Academic issues, grievances, problems identification, input suggestions, Academic coordination etc.

Representation of Academic issues, grievances, problems identification, input suggestions, Academic coordination etc.

4	Planning and Evaluation Committee	preparation of Academic Calander including examination calander in coordination of COE	Dr.CH.Usha Rani, Lecturer in Economics	All the Departmental Incharges	
		Evaluation of CIA, Semester end examinations	T.Krishna, Lecturer in Political Science and COE	All the teaching staff	
5	UGC & Autonomy	1. Institutional Planning activities	Dr. M. Rama Krishna, Lecturer in Zoology	1. Dr.Ch.UshaRani, Lecturer in Economics Smt P. Durgeswari, GF in Commerce	P.Vijay Kumar, II B.COM (Gen) P.Ajay, II MCCs D.Ramya, II BA
		2. disbursement of funds, auditor statements.		2.T.Krishna, Lecturer in Political Science Sri D. Manmadha Rao, GF in Commerce	
		3. Faculty training CC & WS, seminars, Student Support Activities		3.Dr.V.D.V.V.Lakshmi,CF in Economics Kum.P.Jyotsnasri,GF in Zoology	
6	Administration Support committee	1. Assisting the Principal in correspondence and documentation in Academic/Administrative issues	Sri T.Krishna, Principal Vice	1.Dr.V.Yamini, Lecturer in Chemistry K.Bhadrachalam, Lecturer in Comp.Science, 3.Dr.Ch.Usha Rani,Lecturer in Economics, 5. Sri.K.RamanaMurthy, Sr.Assistant 6.Other Office Staff	D.Venkata Sireesha, II B.COM(CA) B.Pradeep, II MPC S.Jyothi, II CBZ
7	Research committee	1. Support in preparing documentation regarding Teacher's Training, Research Projects/MOUs	1. Dr. Ch. Usha Rani, Lecturer in Econmics,	1.Dr.V.D.V.Vlakshmi,CF in Economics	K.Durga Ganesh, II B.Com(G) P.Keerthana, II BA M.Sameera, II CBH
		2. Policy decisions on Research and Consultancy 3.Drafting of Policies		2. Dr. V.Yamini, Lecturer in Chemistry Sri.N.V.D.Dinakaran Lecturer in English	
		4. Annual Research Publications		4. Dr. M.RamaKrishna, Lecturer in Zoology Sri D. Manmadha Rao, GF in Commerce	

8	Institutional Innovation Council		Dr. V. Yamini, Lecturer in Chemistry	Dr. Ch. Usha Rani, Lecturer in Economics	
				Sri P. Srinivasa Rao, CF in Botany	
				Kum D. Hepsi Rani, GF in Aquaculture	
				Sr. V.V. Ch. Ramesh, GF Librarian	
9	Student Welfare Committee	1. Scholarships	Sri T.Krishna, Principal	Vice-1.Sri.P.SrinivasaRao, CF in Botany Smt.M.Indira, Record Asst	2.
		2. OTLP	Sri A. Vamsi Subbarayan, CF in Chemistry	1. Sri M. Kiran Kumar, Full Time Mentor N.D.R Jyotsna, Record Asst	2.
		3. FRS	Ch.Ravi Kumar, in Comp.App	CF	
		5. Issue of ID Cards	Sri N.V.D. Dinakaran, Lecturer in English	1. BA- Sri K. Pardhasarathi, CF in History 2. B.Sc (Life Sciences) - Sri.P.SrinivasaRao, CF in Botany 3. B.Sc - Sri A. Vamsi Subbarayan, CF in Chemistry 4. Sri D. Manmadha Rao, GF in Commerce	S.Vijayakumar, II MPCs B.Swapna, II AqZC M.Lakshmi, II BCOM(G)
10	Extra Curricular Activities Committee		Dr.M.RamaKrishna, Convenor, Lecturer in Zoology Dr.V.D.V.V. Lakshmi, Co-convenor, CF in Economics	1. Sri B. Ramesh Kumar, CF in Physics K. Pardhasarathi, CF in History Sri.P.Srinivasarao, CF in Botany B.K.V. Rama Lakshmi, Lect in Maths Swarnalatha, GF in Commerce Mahesh, GF PD Kum.P.Jyotsnasri, GF in Zoology Smt.P.Sridevi, GF in Statistics	2. Sri 3. 4.Smt 5.Smt K. 6. Sri G. 7. 8. N.Jyothi Malika, II BZC K.Nagamaneesha, II BA I.V.Mahesh, II BCOM(CA) Ch.Reeshma, II HBC B.Harathi, II MPC R.Vasanthi, II BCOM(CA)

11	Campus Facilities Committee	1. Monitoring facilities on the campus (Record of classrooms, labs and computing equipment)	Sri. M. Kiran Kumar, Convenor, CF in Comp. Applications Sri.P.SrinivasaRao, Full Time Sri.P.SrinivasaRao, CF in Botany	1. Sri M.Kiran Kumar, JKCMentor	Ch.Reeshma, II HBC B.Harathi, II MPC R.Vasanthi, II BCOM(CA)
		2. Ladies Waiting hall		1. Smt.P.Sridevi, GF in Statistics	
		3.Drinking water Supply and washroom facilities		1. Sri K. Ramana Murthy, Senior Assistant	
		4. Green practices (Plastic free campus, green landscaping and LED lighting) and beautification of campus.		1. Kum V. Sai Sri, GF in Botany	
		5. Rain water structure and utilization		1.Kum Pujitha, GF in Chemistry	
2	ICT, LMS and On-Line Examinations	1. Mainintaing the records of log books of Virtual Class rooms.	Sri Ch.Ravi Kumar,Convenor, CF in Comp. Applications Sri M. Kiran Kumar, Full Time Mentor	DIGITAL CLASS ROOMS: 1. B.Sc(Media Center)- Sri K.Bhadrachalam, Lecturer in Comp.Science 2. B.Com - Dr Ch.Usha Rani, Lecturer in Economics 3. BA - Sri T. Krishna, Lecturer in Political Science CLASS ROOMS:	K.Satya Madhu Sai Praveen, II HBC B.Kusumanjali, B.COM (G) R.Asha, IIAqZC
		2.MOOCs 3. E-Learning Resources (N-List,Dell Net,NDL)		VIRTUAL CLASS ROOMS: 4. All Class Mentors Sri.V.CH.Ramesh,Librarian	
		4.Stuent Computer ratio record			

		5. Wi-fi and Internet record, Data	MIS		1. Sri M. Kiran Kumar, Full Time Mentor	
13	GRC and Anti-Ragging committee	1. Anti-Ragging 2. Maintenance of redressal register 3. Recording of Grievances and redressal		Smt. N.V.R.D. PadmaLatha, CF in Physics	1. B.A - Sri K. Pardhasarathi, CF in History 2. Commerce - Sri D. Manmadha Rao, GF in Commerce 3. B.Sc - Smt B.K.V. Rama Lakshmi, CF in Maths 4. Sri G. Mahesh, GF PD	A. Jagadeesh, III BA(HEP) G. Koteswari, II MCCS
14	Women Empowerment Cell	Arranging workshops and lectures on women empowerment issues Gender bias, health issues entrepreneurship and life skills, Women centre & support activities to face Social Challenges.		Smt. B.K.V. Rama Lakshmi, CF in Maths	1. Smt K. Swarnalatha, GF in Commerce 2. Kum P. Jyotsna Sri, GF in Zoology 3. Smt K. Asha Jyothi, GF in Commerce 4. Kum. Hepsirani, GF in Aqua Culture	1. B. Asha Jyothi, II BA G. Koteswari, II MCCS 2. I. Veeru Mahesh, II BCOM(CA) Y. Lavanya Lakshmi, II MPC 1. A. Durga Malleswari, II CBZ D. Swarnalatha, II CBZ 2.
15	Internal Complaints Committee	Women harassment at work space etc..		Smt. N.V.R.D. Padmalatha, CF in Physics	1. Smt. B.K.V. Rama Lakshmi, CF in Maths 2. Dr. V.D.V.V. Lakshmi, CF in Economics 3. Smt. M. Indira, Record Asst.	1. M. Divya, II HBC B. Geetha, II AqZC 3. T.V.L. Prasad, II BCOM(G) 2.
16	College Magazine, Hand book and Press Relations News Letter	1. Preparing students for contribution to college magazine. 2. Bringing out college magazine and hand book 3. News letter		Sri. N.V.D. Dinakaran, Lecturer in English	1. Sri G.D. Srinivasarao, CF in English 2. Sri M. Kiran Kumar, JKC Mentor	1. Ch. Syam Kumar, II B.Com(CA) Reddy, BCOM(CA) 2. B. Ashok II 3. M. Divya II

		4.Press and Publicity	Sri.T.Krishna, Lecturer in Political Science	1. Sri V.V. Ch. Ramesh, Guest Librarian	CBH
		5. Posting of press clippings in library and Sending information to the staff		2.Sri M.Kiran Kumar,JKC Mentor	
17	NRC	1.Sharing of academic resources with other colleges in the district, preparing activity action plan and execution, Teacher exchange	Sri.P.Srinivasa Rao, in Botany CF	1. Sri D.ManamadhaRao,GF in Commerce	1. K. Narendra Kumar, II CBH 2. A. Durga malleswari, II CBZ 3. D. Sairam, II B.Com CA
		2. Conducting inter collegiate cultural and co-curricular activities.,		2. Dr.V.D.V.V.Lakshmi, CF in Economics	
		3.Report preparation		3. Smt.P.Durgeswari, GF in Commerce	
18	Examination Committee	1. Conducting internal and External examinations (Semester end exams), PG University Examinations	Smt.N.V.R.D.Padma Latha, in Physics CF	1.Sri.P.Srinivasarao,CF in Botany 2.Smt.P.Durgeswari,GF in Commerce 3.Smt.P.Sridevi,GF in Statistics	P.BobbyNarasimhaRao, II B.COM CA B.Prasannatha, II HBC P.Rupa Sai Lakshmi, II BA
		2.Issue of Exam Calendar	Sri.T.Krishna, Lecturer in Political Science	1. Sri. K.Bhadrachalam, Lecturer in Comp.Science 2.Dr.M..RamaKrishna,Lecturer in Zoology 3.Dr.Ch.Usha Rani,Lecturer in Economics 4.Sri K.RamanaMurthy,Sr.Asst.	
		3.Assessmnt and result issuing			
		4. Issue of Provisional certificates			
19	Games Committee	1. Conducting games on the campus periodically following an action plan	Dr M. Rama Krishna, Lecturer in Zoology, In-Charge of Physical Education	1. Sri. K.Bhadrachalam, Lecturer in Comp.Science. 2.Dr.Ch.Usha Rani,Lecturer in Economics 3. Sri G.D.Srinivasarao, CF in English 4. Sri G. Mahesh, Guest PD 5. Smt.K.Swarnalatha, GF in Commerce	1. K.Nagasri, II B.Com (CA) 2. D.Ramya, II BA 3.M.Yerraiah, II MCCS
		2.Preparing a sports calendar			
		3.Conducting the inter collegiate tournaments as per the calendar			

		4. Encouragement to physically challenged student participation			
		5. Documentation of all the above records		Sri K. Pardhasarathi, CF in History 2. Sri D. Manmadha Rao, GF in Commerce	
20	Literary and Cultural Activities Committee	1. Preparing action plan	Dr. V.D.V.V. Lakshmi, CF in Economics	Sri G.D. Srinivasa rao, CF in English	P. PunyaTeja, II B.Com(CA) P.RupaSai Lakshmi, II BA O.Bhavani, II MCCS
		2. Conducting literary and cultural activities.		Sr.Ch.VenkataRaju, GF in telugu	
		3. Documentation of activities and submission to IQAC		Smt.K.Swarnalatha, GF in Commerce	
		4. Preparation of event wise album and year book		Smt.B.AshaJyothi, GF in Commerce	
21	Alumni Association committee	1. Preparation o annual calendar for alumni meetings	Sri. T.Krishna, Lecturer in Political Science	1. Sri. P. Srinivasarao CF in Botany Manmadha Rao, GF in Commerce 3.Dr.V.D.V.V.Lakshmi, CF in Economics	2. Sri D. P.BobbyNarasimhaRao, II B.COM CA B.Prasannatha, II HBC D.Ramya, II BA
		2. Collecting donations and maintaining of records.			
		3. Preparation of year book with evidences.			
		4. Planning and conduction of parent-teacher meetings	Smt.N.V.R.D.Padma Latha, CF in Physics	Sri.K.Pardhasarathi, CF in History	
22	Placement Cell (JKC)	1. Planning training programmes.	Dr.V.Yamini, Lecturer in Chemistry	M.Kiran Kumar, JKC Mentor	1.Ch.Syam Kumar, II B.Com(CA) 2. B.Ashok Reddy, II BCOM(CA) 3.M.Divya, II CBH
		2. MOU with employers and placements		Sri P.Srinivasarao, CF in Botany	
		3. Documentation and year book preparation with evidences.		Sri.D.Manamadharao, GF in Commerce Kumar, JKC Mentor	

23	Career Guidance Cell	1.Career guidance	Sri K. Pardhasarathi, CF in History	Arts: Sri K. Pardhasatathi, CF in History Commerce: Smt P. Durgeswari, GF in Commerce Life Science: Sri.P.Srinivasarao, CF in Botany Maths: Smt B.K.V. Rama Lakshmi, CF in Mahts	1.B.Ashalyothi , II BA G.Koteswari, II MCCS 3.G.Lakshminnarayana, BCOM(G)	2. II	
		2.Coaching for competitive examinations		Sri.T.Krishna ,Lecturer in Political Science			
		3..Documentation and year book preparation with evidences.		Smt.K.Swarnalatha, GF in Commerce			
24	Value Education Cell	1.Planning and implementation of value added courses and professional ethics	Sri.A.Vamsi Subbarayan,CF in Chemistry	Dr. V.D.V.V. Lakshmi, CF in Economics P. Durgeswari, GF in Commerce	Smt P.BobbyNarasimhaRao, II B.COM CA B.Prasannatha, II HBC P.Keerthana, II BA		
		2.Conducting workshops/seminars on human values					
		3.Release of booklets or Brochures		Sri N.V.D. Dinakaran, Lecturer in English Manmadha Rao, GF in Commerce			Sri D. Manmadha Rao, GF in Commerce
		4. Documentation and preparation of yearbook with evidences					
25	NSS	1.Planning community and extension activities	Unit 1 PO: Dr.V.D.V.V. Lakshmi, CF in Economics Unit 2 PO: Dr M. Rama Krishna, Lecturer in Zoology	UNIT-I Members1.Sri.Ch. Ravi Kumar, Lecturer in Computer Applications 2.Sri.K.Pardhasarathi, CF in History 3.Sri.P.Mahesh, GF in PD	1. I.Veeru Mahesh, BCOM(CA) Y.Lavanya Lakshmi, MPCs 3.K.NagaManeesha, II BA	II 2. II	
		2.Conducting camps and extension activities in the villages					
		3.Campus maintenance and cleanliness		UNIT-II Members 1.Sri.P.Srinivasarao, CF in Botany			
		4. Conducting awareness programmes					

		on health issues among villagers.		2.Smt.B.K.V.RamaLakshmi,CF in Maths 3.Sri.D.Manamadharao,GF in Commerce	
		5. Every Saturday AN of cleaning and maintenance.		All the class mentors	
26	Waste management.	1. Solid Waste management. 2. Liquid Waste Management 3. E-Waste Management	Dr.M.RamaKrishna,Lecturer in Zoology	Department of Botany and Zoology Department of Chemistry Department of Computer Applications	B.Prasannatha,II CBH R .Vasanthi,II BCOM(CA) S.Lakshmi Hemalatha,II MPCS
27	RUSA Committee	1. Monitoring allotted RUSA funds 2. Maintenance of solar energy records. 3. Submission of report to IQAC	Sri T. Krishna,Vice-Principal & Lecturer in Political Science	Sri.K.Bhadrachalam, Lecturer in Comp.Science Dept.of Physics, Sri.K.RamanaMurthy,Sr.Asst. Dr.Ch.Usha Rani, Lecturer in Economics	P. PunyaTeja, II B.Com(CA) P.RupaSai Lakshmi, II BA P.Swapnasri,II CBZ
28	Library Committee	1. Maintaining library catalogs 2. Purchase of Library books and journals 3. E-Journals and E-Books. 4. Digital library 5. Documentation and year book preparation with evidences	Principal, Ex-Officio Chairman. Sri T. Krishna,Vice-Principal & Lecturer in Political Science,In-Charge of Library Science	1.Dr.V.Yamini, Lecturer in Chemistry 2.Sri.K.Bhadrachalam, Lecturer in Comp.Science 3.Dr.M.Ramakrishna, Lecturer in Zoology 4.Sri.N.V.D.Dinakaran, Lecturer in English 5.Dr.Ch.Usha Rani, Lecturer in Economics	Shaik.Kishore, II MPC P.Rupa Sai Lakshmi, II BA Ch.Prasanna, II BCOM(CA)
29	Innovative and Best Practices Committee	1. Collection of Best Practices from all the departments in the prescribed format year wise 2. Discussion with IQAC and feed back to the departments.	Sri K. Siva Krishna, CF in Maths	Smt.B.Ashalyothi,GF in Commerce D. Manmadha Rao, GF in Commerce	O.DurgaBhavani, II MPC Ch.Prasanna, II B.Com CA K NapaManeesha II RA

		3.Preparation of the best practices booklet with evidences – Year wise		Sri.N.V.D.Dinakaran ,Lecturer in English Kum.P.Jyotsnasri,GF in Zoology	
30	RTI Committee	1. Preparation of RTI documents	Dr.T.Raja Rajeswari Principal	Sri.T.Krishna ,Lecturer in Political Science/Vice-Principal + Sri.V.RamanaMurthy,Sr.Assistant	N.Jyothi Malika, II BZC K.Nagamaneesha, II BA P.VijayaKumar, II BCOM(G)
		2.Submission to IQAC and uploading on the Website			
		3. Correspondence related to RTI cases, maintenance of files and records.			
31	Admissions Committee for UG & PG	1. Taking care of admissions	Sri.A.Vamsi Subbarayan, CF in Chemistry	Admission Committee Members	S.Vijayakumar, II MPCs B.Swapna, II AqZC M.Lakshmi,II BCOM(G)
		2. Online student admissions management, student database			
32	Time Table committee	Preparing and finalizing Time tables.	Sri K.Siva Krishna, CF in Maths	1. Sri.A.Vamsi Subbarayan, CF in Chemistry 2.Dr.V.D.V.V.Lakshmi,CF in Economics Sri.P.Srinivasarao,CF in Botany P.Durgeswari, GF in Commerce	3. 4. P.Vijay Kumar, II B.COM(Gen) P.Ajay, II MCCs D.Ramya,II BA
33	Internal Academic Audit	Conducting Periodical Audit	Sri.K.Bhadrachalam, IQAC Coordinator & Lecturer in Comp.Science	All Criteria In-Charges	S.Anusha, II BA Y.Satyannarayana, II BCOM(CA) N.Avinasa, II CBZ
34	Special fee committee	List enclosed seperately	Sri.T.Krishna ,Lecturer in Political Science	1.Dr.V.Yamini,Lecturer in Chemistry 2.Sri.K.Bhadrachalam,Lecturer in Comp.Science 3.Dr.M.RamaKrishna,Lecturer in Zoology 4.Dr.Ch.Usha Rani,Lecturer in Economics 5.Sri.N.V.D.Dinakaran,Lecturer in English	Ch.Syam Kumar, BCOM(CA) Ch.Prasanna, II B.Com CA B.J.V.Mounika, II MCCS

35	Restructured Fee Committee	List enclosed seperately	Sri K.Bhadrachalam, Lecturer in Computer Science	1.Sri.T.Krishna ,Vice-Principal & Lecturer in Political Science 2.Dr.V.Yamini,Lecturer in Chemistry 3.Dr.M.RamaKrishna,Lecturer in Zoology 4.Dr.Ch.Usha Rani,Lecturer in Economics 5.Sri.N.V.D.Dinakaran,Lecturer in English	R.Venu Madhuri,II MPCs B.Kusumanjali, II BCOM(G) S.Janaki, II BA
36	PG Committee	List enclosed seperately	Dr.M.RamaKrishna, ConvenorLecturer in Zoology	All PG Course In-Charges	
37	Infrastructure and stock verification committee	Periodical verification of Furniture and Infrastructures.	Dr.Ch.Usha Rani, Lecturer in Economics	All Department In-Charges	R.Sai, II BCOM (CA) P.Litha Devi, II CBZ S.AshaJyothi, II BA
		Record maintenance.			


38	Eco Club Campus greenary maintainance committee	Taking up planting in the campus and take measures to reduce carbon foot print, to reduce usage of plastic in the campus, to prevent the movement of facil fuel vehicle in the core campus area, beyond vehicle shed, to conduct green audit in the campus in collabration with other depts, to conduct green champs teams with students and involve them in the maintainance of plants health (watering, insert free etc initiatives) all NSS voluteers shall take part in maintainance the campus greenary as per areas specified. All horticulture students involved in the greenary of the campus.	Dept of Zoology & Student Forum Dept of Botany & Student Forum Dept of Commerce & Student Forum Dept of English and Telugu & Student Forum Dept of Physics & Student Forum Dept of Political Science & Student Forum	NSS UNITS- I& II All class Mentors and	
	Red Ribbon Club		Kum.P.Jyotsnasri, GF in Zoology & Student Forum		
	Health Club		Kum.P.Jyotsnasri, GF in Zoology & Student Forum		
	Consumer Club		Dept. of Commerce & Student Forum		
	Literacy Club		Dept. of English and Telugu & Student Forum		
	AudioVisual Club & Energy Club		Dept. of Physics & Student Forum		
	Electroral Literacy Club		Dept. of Political Science & Student Forum	Sri T.Krishna, Lecturer in Political Science	

39	CPDC	List enclosed separately	President: Principal Secretary: Dr. B. Raghavaiah, MBBS	Sri T.Krishna, Lecturer in Political Science Dr.V.Yamini, Lecturer in Chemistry Sri.K.Bhadrachalam, Lecturer in Comp.Science	M.Sai, II HBC K.Kumudavathi, II AqZC D.V.Sireesha, II BCOM(CA)
40	Discipline Committee	1. The members are requested to see that they are engaged in discipline activity atleast for the first hour / two hours. Timetables shall be adjusted to this extent. 2. Shall ensure student discipline from 10.00AM - 11.00 AM in the respective areas by respective academic faculty members. Further, whenever there is no class work the open area discipline committee members can take up discipline activity, prevent congregating at various points skipping classes. 3. The Physical Education faculty members shall take care of discipline after 11.00AM in all the areas. 4. The Physical Education Dept shall organize and streamline vehicle parking. It shall allocate places of parking only in the places prescribed for students and staff. 5. It shall ensure that no vehicles / bikes are parked on either side of roads in porticos or in front of Depts.	Sri G. D. Srinivasa Rao, CF in English	Floor Incharges Science Block: Ground Floor: Sri.P.Srinivasarao, CF in Botany First Floor: Sri.B.Suneel, GF in Comp.Science RUSA Block: Sri D. Manmadha Rao, GF in Commerce Commerce Block: Ground Floor: Smt P. Durgeswari, GF in Commerce First Floor: Smt B. Asha Jyothi, GF in Commerce BA Block: Ground Floor: Smt.K.Swarnalatha, GF in Commerce First Floor: Sri K. Pardhasarathi, CF in History Open Ground Area: Sri G. Mahesh, GF in PD	K.UmaSri, II CBZ M.Raj Kumar II BA, B.Ashok Reddy II BCOM(CA)

41	Purchasing Committee	<p>1. To see that expenditure is as per budget approved for various heads & resolutions of Staff council and statutory committees such as CPDC, Restructured etc.</p> <p>2. Initiation for budget allocation and appropriation.</p> <p>3. Facilitating data for Finance Committee meeting.</p> <p>4. Examining proper follow up of Govt. procedure while making purchase & payments.</p> <p>5. Inspection of bills and their veracity.</p> <p>6. Proper justification, Genuinity of Quotations, Guiding / Monitoring of Purchase limits, Tender quotes, Purchases through GEM, Rate contracts etc</p> <p>7. Financial Audit every quarterly (July, November & April) every year.</p> <p>8. Monitoring DFC updation, All cash registers updation and maintenance, All cheque books and payments register maintenance.</p> <p>9. Upkeeping finance and expenditure related registers</p> <p>10. Separation & Maintenance of head-wise expenditure excluding & including salary component.</p>	<p>Dr. Ch. Usha Rani, Lecturer in Economics</p> <p>Principal, Ex-Officio Chairman. Sri.T.Krishna, Lecturer in Political Science</p>	<p>1. Dr.V.Yamini, Lecturer in Chemistry</p>	
42	Poor Cum Merit Committee		<p>Dr. Ch. Usha Rani, Lecturer in Economics</p>	<p>Sri T. Krishna, Lecturer in Political Science Sri K. Bhadrachalam, Lecturer in Computer Science Sri.Ch.VenkataRaju, GF in Telugu</p>	<p>B.Leela Durga, II MCCS S.Vijaya Kumar, II MPCs K.Durga Ganesh, II BCOM(G)</p>

43	Inclusive Centres		Chairman:- Dr T. Raja Rajeswari, Principal Inclusive Centre's Coordinator: Sri T. Krishna, Lecturer in Political Science	1. Sri K. Bhadrachalam, Lecturer in Computer Science – Counselor 2. Dr. M. Rama Krishna, Lecturer in Zoology, Counselor 3. Smt N.V.R.D. Padma Latha, Contract Lecturer in Physics - Supporter 4. Sri D. Manmadha Rao, Guest Faculty in Commerce - Supporter Non-Teaching Staff members: 1. Sri N.V.S.S. Pathanjali, Superintendent 2. Sri K.V. Ramana Murthy, Senior Assistant	K.Anil, II BCOM(CA) S.Vijaya Kumar II MPC S.AshaJyothi, II BA
44	Legal Club:		Sri T. Krishna, Lecturer in Political Science, Department of Politics & History		Ch.SyamKumar, II BCOM(CA) P.Keerthana, II BA
45	Anti-Human Trafficking Club:		Dr.Ch.Usha Rani, Lecturer in Economics	Sri B.K.V. Rama Lakshmi, CF in Maths Smt P. Durgeswari, GF in Commerce	O.DurgaBhavani, II MPC Ch.Prasanna, II B.Com CA
46	Human Relations Club:	Importance of Mentor and coach	Smt.N.V.R.D.Padmalatha, CF in Physics	All Class mentors	S.Anusha, II BA Y.Satyannarayana, II BCOM(CA)
47	Counselling Club:	1. Health Management-Diet & Habits/PCOD 2. Psychological / Mental Wellbeing 3. Anxiety Management	Dr V. Yamini, Lecturer in Chemistry	Department of Zoology	B.Pradeep, II MPC G.Koteswari, II MCCS M.Lakshmi, II BCOM(G)
		1. Handling Stress 2. Addictions Vs Hobbies 3. Dialogues around Suicide		Department of Chemistry	
		1. Peer Pressure 2. True Independent being 3. Social Media Management		Department of Physics	
		Personality Development		Department of English	

<p>Entrepreneurial Club:</p>	<p>Startup Media: JOB Mela Workshop on Start Ups Managing Finances Time Management Career Guidance Goal Setting Communication skills Interpersonal Skills Intrapersonal Skills Confidence-Esteem Planning Organizing and Prioritization</p>	<p>Sri K. Bhadrachalam, Lecturer in Comp. Science, Department of Computers</p>	<p>Department of Computers JKC Department of Computers Department of Economics Department of English Department of History Department of English Department of English Department of English Department of English Department of Computers</p>	<p>O.DurgaBhavani, II MPCs Ch.Prasanna, II B.Com CA D.Ramya, II BA</p>
<p>49 Internship / Apprenticeship Based Programme Committee & Skill Development Committee</p>	<p>1. The committee shall prepare annual plan of action for skill development programmes. 2. They shall map industries for CSP/ Internship / Apprenticeship programmes. 3. They shall coordinate with departments / wings of the college and help initiate skill development programmes atleast one programme for semester by each department.</p>	<p>Sri T. Krishna, Vice-Principal & Lecturer in Political Science Co-Convenor: Sri Ch. Ravi Kumar, CF in Comp.App</p>	<p>All Class mentors</p>	<p>P.Vijay Kumar, II B.COM (Gen) P.Ajay, II MCCs K.NagaManeesha, II BA</p>


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