

# Sri A.S.N.M. Government College (A), Palakol (Committees for the Academic year 2024-25)

**Rc.No: 1/AC / 2024-25**

**Date: 26-07-2024**

The following committees have been constituted with the following staff members for the smooth functioning of the college during the academic year 2024-25. As per the proceedings of Rc.No 06/CCE/Acad.Cell/Autoriomous colleges/Ac-06/2023, 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 Planning, Guiding and monitoring quality assurance(QUA)and quality Enhancement (QE) of the college.NAAC reforms 2024 Binary Accreditation and maturity based Graded levels with new revised accreditation framework.	1.K.Bhadrachalam, IQAC Coordinator 2. Dr Ch Usha Rani, Academic Co-ordinator 1, Lecturer in Economics 3.Dr. V. Yamini, Academic Coordinator 2, Lecturer in Chemistry 4. A. Vamsi Subbarayan, CF 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	VIPPARTHI PRASANNA KUMARI, II BSC Honours, Computer Science GANGOLU SUGUNA, II BCOM General VUNGARALA DURGA NAGA VENKAT, II BA Honours, Economics Ch. chitra
		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)	K.Bhadrachalam, Lecturer in Computer Science	1. Ch.Ravi Kumar, CF in Comp.App 2. Sri Ch. Chinni, Data Entry Operator 3. All Dept. In-Charges & Supporting Services. 4. M.L.D.Sireesha, JKC Mentor	
2a	NIRF, AISHE Committee	Uploading data and submission	Dr.V.Yamini, Lecturer in Chemistry	1.Smt N V R D Padmalatha, CF in Physics 2.Hepsiba Rani, GF in Aquaculture	SERU NANDINI, II BSC Honours, Mathematics GANGOLU SUGUNA, II BCOM , Computer Applications CHINTA SATISH, II BA Honours, Political Science



2b	ISO	Uploading data and submission	Sri P Srinivasarao, CF in Botany	1. Sri N V D Dinakaran, Lecturer in English 2. Sri G D Srinivasa Rao, CF in English 3. Sri B. Ramesh Kumar, CF in Physics,	MANNE SAI LAKSHMI, II BSC Honours, Botany GUTTULA PAVANI, II BCOM Zoology YUNGARALA DURGA NAGA VENKAT, II BA Honours, Economics
		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.  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  New Education Policy 2020		Dr Ch Usharani, Academic Co-ordinator-1, Lecturer in Economics Dr V Yamini, Academic Co-ordinator-2, Lecturer in Chemistry	KUDIPUDI VAGDEVI, II BSC Honours, Zoology GUTTULA PAVANI, II BCOM, Computer Applications NELAPATI ASHA JYOTHI, II BA Honours, Political Science
				Dr Ch Usharani, Academic Co-ordinator, Lecturer in Economics	
				Dr Ch Usharani, Academic Co-ordinator, Lecturer in Economics	



Monitoring proper functioning of Semester curricular Plans (SCPs), Daily Scheduling (DS), Teaching Diaries (TDs), Obtaining Syllabus completion certificates, 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 in website such as collection of CSP data, Evaluation report
Technical – Data consolidation & uploading in website such as collection of data, Evaluation report 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.
7 <sup>th</sup> hour monitoring of classes, conducting training programs, Preparation of Time tables ,Remedial classes, certificate courses,
Coordination and monitoring of Internal and Sem end exams,
Skill Enhancement training(JKC)

Sri K Bhadrachalam, IQAC Coordinator, Lecturer in Computer Science  
 Dr.Ch.Usha Rani, Academic Co-ordinator  
 Lecturer in Economics

Sri K Bhadrachalam, IQAC Co-Ordinator, Lecturer in Computer Science	
Sri P Srinivasarao, CF in Botany	
Dr V D V VijayaLakshmi, CF in Economics	
Dr Ch Ravi Kumar, Lecturer in Computer Applications	
K Pardhasaradhi, Lecturer in History	
Ramesh, Librarian	
K Siva Krishna, Lecturer in Mathematics	
N V R D Padmalatha, CF in Physics	
Dr V Yamini, Lecturer in Chemistry	



Sports
Library
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.
Procurement of Financial resolutions for GD Meeting, Hospitality, Technical arrangements DTP printing works,Budget estimates, bills settlements.
Data entry, all typing work & maintenance and correspondence of documents /files.
Updation academic activities register
Representation of Academic issues, grievances, problems identification, input suggestions, Academic coordination etc.
Representation of Academic issues, grievances, problems identification, input suggestions, Academic coordination etc.

G Mahesh, GF in Physical Education	
V V Ch Ramesh, GF in Library	
Dr Ch Usharani,Academic Co-ordinator, Lecturer in Economics	
A Vamsi Subbarayan, CF in Chemistry	
Dr Ch Usharani,Academic Co-ordinator, Lecturer in Economics	
Sri T Krishna, Lecturer in Political Science	
Smt B Kanaka Lakshmi, Superintendent Smt M L D Sireesha, JKC Mentor	
Smt V Sirisha, CF in Botany	
N V R D Padmalatha, CF in Physics	M Navya Mani, II BSC Honours, Botany K Jayasree, II BCom Computer Applications CHINTA SATISH, BA Honours, Political Science VUNGARALA DURGA NAGA VENKAT II BA Honours



4	Planning and Evaluation Committee	preparation of Academic Calander including examination calender in coordination of COE	Dr.Ch.Usha Rani, Lecturer in Economics <i>U.R.</i>	All the Departmental Incharges	
		Evaluation of CIA, Semester end examinations,	T.Krishna, Lecturer in Political Science and COE <i>T.K.</i>		
		Analysis of teacher wise, performance	All the teachers		
		Initiation of all suitable activities	All the teachers		
5	UGC & Autonomy	1. Inistitutional Planning activities	Dr. M. Rama Krishna, Lecturer in Zoology <i>MRK</i>	Dr.Ch.UshaRani, Lecturer in Economics Smt P. Durgeswari, GF in Commerce <i>P.D.</i>	MANNE SAI LAKSHMI, II BSC Honours, Botany GUTTULA PAVANI, II BCOM Zoology VUNGARALA DURGA NAGA VENKAT, II BA Honours, Economics
		2. Disbursement of funds, auditor statements.		T.Krishna, Lecturer in Political Science Sri D. Manmadha Rao, GF in Commerce <i>DMR</i>	
		3. seminars,Conferences,Workshops, Symposia Workshops, webinars on current events like IPR, Entrepreneur skills etca)State level b) International C)National Student Support Activities		Dr.V.D.V.V.Lakshmi,CF in Economics Kum.P.Jyotsnasri,GF in Zoology <i>PJ</i>	
6	Administration Support committee	1. Assisting the Principal in correspondence and documentation in Academic/Administrative issues	Sri T.Krishna,Vice Principal <i>T.K.</i>	1.Sri N V D Dinakaran, Lecturer in English 2.Sri K.Bhadrachalam, Lecturer in Comp.Science, 3.Dr.Ch.Usha Rani,Lecturer in Economics 4.Sri G D Srinivasa Rao, CF in English, 5. K Siva Krishna, CF in Mathematics 6. Smt B Kanaka Lakshmi, Superintendent 7.Other Office Staff	M Bindu Sri, BSC Honours, Botany GANGOLU SUGUNA, BCOM , Computer Applications CHINTA SATISH, BA Honours, Political Science
7	Research committee	1. Support in preparing documentation regarding Teacher's Training, Research Projects/MOUs	1. Dr. V. Yamini,, Lecturer in Chemistry, <i>VY</i>	1.Dr.V.D.V.V Lakshmi,CF in Economics <i>VY</i>	SARELLA SATYASREE, II BSC Honours, Zoology SALA ESTHERU, II BCOM, Computer Applications NELAPATI ASHA JYOTHI, II BA Honours,
		2. Policy decisions on Research and Consultancy		2. Dr Ch.Usha rani, Lecturer in Economics 3. Sri.N.V.D.Dinakaran Lecturer in English	
		3.Drafting of Policies		4. Dr. M.RamaKrishna, Lecturer in Zoology 5. Sri D. Manmadha Rao, GF in Commerce	
		4. Annual Research Publications			
	Institutional Innovation		Sri A Vamsi Subbarayan, CF in <i>AS</i>	Dr. V. Yamini, Lecturer in Chemistry	
				Dr. Ch. Usha Rani, Lecturer in Economics	



8	Council		Chemistry	Sri P. Srinivasa Rao, CF in Botany	
				Kum D. Hepsi Rani, GF in Aquaculture	
9	Student Welfare Committee	1. Scholarships	Sri T.Krishna, Vice-Principal	1.Sri.P.SrinivasaRao, CF in Botany 2. Smt.M.Indira, Record Asst	
		2. OTLP	Sri A. Vamsi Subbarayan, CF in Chemistry	1. Smt M L D Sireesha, Full Time Mentor	
		3. FRS	Ch.Ravi Kumar, CF in Comp.App	1. Smt B Kanaka Lakshmi, Superintendent	
		4. I-Map	Ch.Ravi Kumar, CF in Comp.App		
		5 CEJP			
		Monitoring of Registrations of final year students by all the mentors in Commissionarate of Education Job Portal (CEJP)	Dr V Yamini, Lecturer in Chemistry	All Class mentors	A Sandhya, II BCOM, General, N Bhumika Sri Lakshmi, II BSC Honours , Mathematics M Vinod, II BA Honours
		6. 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	
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 2. Sri K. Pardhasarathi, CF in History 3. Sri.P.Srinivasarao, CF in Botany 4.Smt B.K.V. Rama Lakshmi, Lect in Math 5.Smt K. Swarnalatha, GF in Commerce 6. Sri G. Mahesh, GF PD 7. Kum.P.Jyotsnasri,GF in Zoology 8. Smt. Sridevi, GF in Statistics	K Sai, II BSC Honours, Chemistry P Akash, II BCOM General K Vijay Kumar, II BA
		1. Monitoring facilities on the campus		Each room allotted one class	
		1a. Record of classrooms			
		1b. Labs		Department inchaarges	
		1c. Computing equipent		Department inchaarges	



11	Campus Facilities Committee	2. Ladies Waiting hall 3. Drinking water Supply and washroom facilities 4a. Green practices (Plastic free campus, green landscaping and LED lighting) and beautification of campus. 4b. Vermi Compost Unit 4c. Maintenance of Aqua culture unit 5. Rain water structure and utilization (Water conservation and preservation)	Sri.P.SrinivasaRao, CF in Botany	1. Smt.S.Sridevi, GF in Statistics 1. Smt B Kanaka Lakshmi, Superintendent 1. Smt V Sirisha, CF in Botany 1. Dr M Ramakrishna, Lecturer in Zoology 1. Hepsi Rani, GF in Aqua culture 1. K Siva Krishna, CF in Mathematics 2. A Vamsi Subbarayan, CF in Chemistry	A Satya Sai Babu, II BSC, Zoology K Kalyan, II BCOM, General M Mohan, II BA
12	ICT, LMS and On-Line Examinations	1. Maintaining the records of log books of DIGITAL CLASS ROOMS: 1a. B.Sc(Media Center) 1b. B.A 1c. B.Com VIRTUAL CLASS ROOMS:(E Classroom) 2. Swayam, MOOCs, Edx courses, NPTEL, Courseera etc., Monitoring of registration and completion of MOOCs courses by staff and students. 3. E-Learning Resources (N-List, Dell Net, NDL) 4. Student Computer ratio record 5. Wi-fi and Internet record, MIS Data	Sri Ch.Ravi Kumar, Convenor CF in Comp. Applications Smt M L D Sireesha,, JKCMentor Sri B Ramesh, CF in Physics Sri K Bhadrachalam, Lecturer in Computer Science	Sri K. Bhadrachalam, Lecturer in Comp. Science Dr Ch. Usha Rani, Lecturer in Economics Sri T. Krishna, Lecturer in Political Science Smt N V R D Padmalatha, CF in Physics All Class Mentors Sri.V.CH.Ramesh, Librarian 1. Smt M L D Sireesha,, JKCMentor	A Anitha, BSC Honors, Chemistry K Rithika, BCOM, Computer Applications P Sudheer, II BA
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. B.Sc - Smt B.K.V. Rama Lakshmi, CF in Maths 3. Commerce - Sri D. Manmadha Rao, GF in Commerce 4. Sri G. Mahesh, GF PD	M Navya Mani, II BSC Honours, Botany K Jayasree, II BCom Computer Applications VUNGARALA DURGA NAGA VENKAT. II BA Honours.



14	Women Empowerment Cell	Arranging workshops and lectures on women empowerment issues	Smt B.K.V. Rama Lakshmi, CF in Maths	1. Smt K. Swarnalatha, GF in Commerce	A Sandhya, II BCOM, General, N Bhumika Sri Lakshmi, II BSC
		Gender Parity/Equity, health issues entrepreneurship and life skills, Empowerment of Women students, Facilities provided for women students		2. Kum P. Jyotsna Sri, GF in Zoology	MANNE SAI LAKSHMI, BSC Honours, Botany GANGOLU SUGUNA, II BCom Computer Applications NELAPATI ASHA JYOTHI, II BA Honours, Political Science
		Women centre & support activities to face Social Challenges.		3. Smt K. Asha Jyothi, GF in Commerce 4. Kum. Hepsirani, GF in Aqua Culture	I Devisri, II BSC Honours, Botany, CHINTA SATISH, II BA Honours, Political Science
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 2. B. Geetha, II AqZC 3. T.V.L. Prasad, II BCOM(G)
16	College Magazine, Hand book and Press Relations News Letter	1. Preparing students for contribution to college magazine.	Sri. N.V.D. Dinakaran, Lecturer in English	1. Sri G.D. Srinivasarao, CF in English 2. Smt M.L.D Sireesha, JKC Mentor	K Sai, II BSC Honours, Chemistry P Akash, II BCOM General K Vijay Kumar, II BA
		2. Bringing out college magazine and hand book			
		3. News letter	Sri. T. Krishna, Lecturer in Political Science	1. Sri V.V. Ch. Ramesh, Guest Librarian 2. Smt M.L.D Sireesha, JKC Mentor	
		4. Press and Publicity			
		5. Posting of press clippings in library and Sending information to the staff			
17	NRC	1. Sharing of academic resources with other colleges in the district, preparing activity action plan and execution, Teacher exchange, LMS E content generation, Training on Teachers	Sri. P. Srinivasa Rao, CF in Botany	1. Smt K Swarnalatha, GF in Commerce	K Sai Kiran, II BSC Honours, Zoology, D Raju, II BCOM, General CHINTA SATISH, II BA Honours, Political Science
		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	
		1. Conducting internal and External examinations (Semester end exams), PG University Examinations	Smt. N.V.R.D. Padma Latha, CF in Physics	1. Sri. P. Srinivasarao, CF in Botany 2. Smt. P. Durgeswari, GF in Commerce 3. Smt. Sridevi, GF in Statistics	N Bhumika Sri Lakshmi. II BSC



18	Examination Committee	2.Issue of Exam Calendar	Sri.T.Krishna, Lecturer in Political Science <i>T. Krishna</i>	1. Sri. K.Bhadrachalam, Lecturer in Comp.Science 2.Dr.M..RamaKrishna,Lecturer in Zoology 3.Dr.Ch.Usha Rani,Lecturer in Economics 4.Smt B Kanaka Lakshmi,Superintendent.	Honours, Mathematics I Charishma, II BCOM, Computer Applications VUNGARALA DURGA NAGA VENKAT, II BA, Political Science
		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 <i>Dr M. Rama Krishna</i>	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	MANNE SAI LAKSHMI, BSC Honours, Botany GANGOLU SUGUNA, II BCom Computer Applications NELAPATI ASHA JYOTHI, II BA Honours, Political Science
		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			
20	Literary and Cultural Activities Committee	1.Preparing action plan	Dr. V.D.V.V. Lakshmi, CF in Economics <i>Dr. V.D.V.V. Lakshmi</i>	Sri K. Pardhasarathi, CF in History Sri D. Manmadha Rao, GF in Commerce	VIPPARTHI PRASANNA KUMARI, II BSC Honours, Computer Science GANGOLU SUGUNA, II BCOM General VUNGARALA DURGA NAGA VENKAT, II BA Honours, Economics
		2. Conducting literary and cultural activities.		Sri G.D. Srinivasa rao, CF in English Sri K.Pardhasaradhi, CF in History	
		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. P. Srinivasarao, CF in Botany <i>Sri. P. Srinivasarao</i>	1.Sri. T.Krishna,Lecturer in Political Science Sri D. Manmadha Rao, GF in Commerce 3.Dr.V.D.V.V.Lakshmi,CF in Economics	K Sai, II BSC Honours, Chemistry N Bhumika Sri Lakshmi, II BSC Honours , Mathematics M Vinod, II BA Honours
		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 <i>Smt.N.V.R.D.Padma Latha</i>	Sri.K.Pardhasarathi,CF in History K Jagapati Babu, GF in Chemistry	
		1.Planning training programmes for Placements		Dr.V.Yamini,Lecturer in Chemistry	A Satya Sai Babu, II BSC

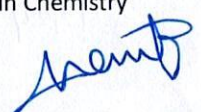
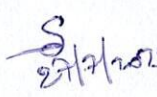

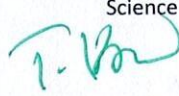


22	Placement Cell (JKC)	2..MOU with employers, Conducting Job drives for placements 3. Documentation and year book preparation with evidences.	Sri K Bhadrachalam, Lecturer in Computer Science	Sri P.Srinivasarao, CF in Botany Sri.D.Manamadharao, GF in Commerce. Smt M L D Sireesha,, JKCMentor	A Satya Sai Babu, II BSC, Zoology K Kalyan, II BCOM, General M Mohan, II BA
23	Career Guidance Cell	1.Career guidance 2.Coaching for competitive examinations 3. Documentation and year book preparation with evidences.	Sri K. Pardhasarathi, CF in History	Arts: Sri T Krishna, Lecturer in Political Science Commerce: Smt P. Durgeswari, GF in Commerce Life Science: Sri.P.Srinivasarao, CF in Botany Maths: Smt B.K.V. Rama Lakshmi, CF in Maths Smt V Sirisha, CF in Botany Smt.K.Swarnalatha, GF in Commerce K Jagapati Babu, GF in Chemistry	A Anitha, BSC Honors, Chemistry K Rithika, BCOM, Computer Applications P Sudheer, II BA
24	Value Education Cell	1.Planning and implementation of value added courses and professional ethics 2.Conducting workshops/seminars on human values 3.Release of booklets or Brochures 4. Documentation and preparation of yearbook with evidences	Sri.A.Vamsi Subbarayan, CF in Chemistry	Dr. V.D.V.V. Lakshmi, CF in Economic Smt P. Durgeswari, GF in Commerce Sri N.V.D. Dinakaran, Lecturer in English Sri D. Manmadha Rao, GF in Commerce	A Satya Sai Babu, II BSC, Zoology GANGOLU SUGUNA, II BCOM General P Sudheer, II BA
25	NSS	1.Planning community and extension activities 2.Conducting camps and extension activities in the villages 3.Campus maintenance and cleanliness 4. Conducting awareness programmes on health issues among villagers. 5. Every Saturday AN of cleaning and maintenance.	Unit 1 PO: Dr.V.D.V.V. Lakshmi, CF in Economics Unit 2 PO: Dr. M. Rama Krishna, Lecturer in Zoology	UNIT-I Members 1.Sri.Ch. Ravi Kumar, Lecturer in Computer Applications 2.Sri.K.Pardhasarathi, CF in History 3.Sri.P.Mahesh, GF in PD UNIT-II Members 1.Sri.P.Srinivasarao, CF in Botany 2.Smt.B.K.V.RamaLakshmi, CF in Maths 3.Sri.D.Manamadharao, GF in Commerce 4.P. Jyotshna Sri, GF in Zoology All the class mentors	K Sai, II BSC Honours, Chemistry, N Bhumika Sri Lakshmi, II BSC Honours , Mathematics M Vinod, II BA Honours



26	Waste management.	1. Solid Waste management.	Sri K Siva Krishna, CF in Mathematics 27/7/24	Department of Botany and Zoology	N Sowjanya, II BSC Honours, Botany
		2. Liquid Waste Management		Department of Chemistry	K Jayasree, II BCom Computer Applications
		3.E-Waste Management		Department of Computer Science & Computer Applications	VUNGARALA DURGA NAGA VENKAT, II BA Honours,
27	RUSA Committee	1. Monitoring allotted RUSA funds	Sri T. Krishna,Vice-Principal & Lecturer in Political Science T. Krishna	Sri.K.Bhadrachalam, Lecturer in Comp.Science	1. M.Divya, II HBC 2. B.Geetha, II AqZC 3.T.V.L.Prasad, II BCOM(G)
		2. Maintenance of solar energy records.		Sri B Ramesh Kumar, Dept.of Physics, Smt B Kanaka Lakshmi, Superintendent	
		3. Submission of report to IQAC		Dr.Ch.Usha Rani, Lecturer in Economics	
28	Library Committee	1. Maintaining library catalogs	Principal, Ex-Officio Chairman. Sri T. Krishna,Vice-Principal & Lecturer in Political Science, In-Charge of Library Science T. Krishna	1.Dr.M.Ramakrishna, Lecturer in Zoology	B Deepika, II BSCHonours, Botany K Kalyan, II BCOM, General M Mohan, II BA
		2. Purchase of Library books and journals		2.Sri.N.V.D.Dinakaran, Lecturer in English	
		3. E-Journals and E-Books.		3.Dr.Ch.Usha Rani, Lecturer in Economics	
		4. Digital library		4.Sri G D Srinivasa, Lecturer in English	
		5. Documentation and year book preparation with evidences		5.sri D Manmadha Rao, Lecturer in Commerce	
29	Innovative and Best Practices Committee	1. Collection of Best Practices from all the departments in the prescribed format year wise	Sri K. Siva Krishna, CF in Maths 27/7/2024	Smt.B.Ashalyothi,GF in Commerce	A Anitha, BSC Honors, Chemistry K Rithika, BCOM, COmputer Applications P Sudheer, II BA
		2. Discussion with IQAC and feed back to the departments.		D. Manmadha Rao, GF in Commerce	
		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, Smt B Kanaka Lakshmi, Superintendent	G Divya, II BSC HOnours, Botany, GANGOLU SUGUNA, II BCom Computer Applications NELAPATI ASHA JYOTHI, II BA Honours, Political Science
		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	M Navya Mani, II BSC Honours, Botany K Jayasree, II BCom Computer Applications VUNGARALA DURGA NAGA VENKAT, II BA Honours, Political Science
		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 3. Sri.P.Srinivasarao,CF in Botany 4. P.Durgeswari, GF in Commerce 5. N.Sreedevi, GF in Statistics	N Sowjanya, II BSC Honours, Botany K Jayasree, II BCom Computer Applications VUNGARALA DURGA NAGA VENKAT, II BA Honours, Political Science
33	Internal Academic Audit	Conducting Periodical Audit	Sri.K.Bhadrachalam, IQAC Coordinator & Lecturer in Comp.Science 	1. Dr V Yamini, Lecturer in Chemistry 2.Dr M Rama Krishna, Lecturer in Zoology 3. Sri David Dinakaran, Lecturer in English 4. Dr Ch.Usharani, Lecturer in Economics	A Anitha, BSC Honors, Chemsitry K Rithika, BCOM, Computer Applications P Sudheer, II BA
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	A Satya Sai Babu, II BSC, Zoology K Kalyan, II BCOM, General M Mohan, II BA
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	VIPPARTHI PRASANNA KUMARI, II BSC Honours, Computer Science GANGOLU SUGUNA, II BCOM General VUNGARALA DURGA NAGA VENKAT, II BA Honours,



36	PG Committee	List enclosed seperately	M.Sc Aqua culture- Dr.M.RamaKrishna, Convenor, Lecturer in Zoology	M.Sc.Chemistry-Sri A Vamsi Subharayan, Lecturer in Chemistry MSC Botany- Sri P Srinivasa Rao, CF in Botany MA Economics- Dr CH Usha rani MCOM-Sri T Krishna, Lecturer in Political Science	
37	Infrastructure and stock verification committee	Periodical verification of Furniture and Infrastructures. Record maintenance.	Dr.Ch.Usha Rani, Lecturer in Economics	All Department In-Charges	MANNE SAI LAKSHMI, BSC Honours, Botany GANGOLU SUGUNA, II BCom Computer Applications NELAPATI ASHA JYOTHI, II BA
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.	Sri P Srinivasarao, CF in Botany	NSS UNITS- I& II and All class Mentors	VIPPARTHI PRASANNA KUMARI, II BSC Honours, Computer Science GANGOLU SUGUNA, II BCOM General VUNGARALA DURGA NAGA VENKAT, II BA Honours, Economics
	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		



	<b>Literacy Club</b>		Dept. of English and Telugu & Student Forum		
	<b>AudioVisual Club &amp; Energy Club</b>		Dept. of Physics & Student Forum		
	<b>Electroral Literacy Club</b>		Dept. of Political Science & Student Forum	Sri T.Krishna, Lecturer in Political Science	
<b>39</b>	<b>CPDC</b>	List enclosed seperately	President: Principal Secretary: Dr. B. Raghavaiah, MBBS	Sri T.Krishna, Lecturer in Political Science	A Satya Sai Babu, II BSC, Zoology, GANGOLU SUGUNA, II BCom Computer Applications NELAPATI ASHA JYOTHI, II BA Honours, Political Science
				Dr.Ch.Usha Rani, Lecturer in Economics	
				Sri.K.Bhadrachalam, Lecturer in Comp.Science	



40	<p align="center"><b>Discipline Committee/Peace Committee</b></p>	<p>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.</p> <p>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 ar various points skipping classes.</p> <p>3. The Physical Education faculty members shall take care of discipline after 11.00AM in all the areas.</p> <p>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.</p> <p>5. It shall ensure that no vehicles / bikes are parked on either side of roads in porticos or infront of Depts.</p>	<p>Sri G. D. Srinivasa Rao, CF in English</p>	<p><b>Floor Incharges</b>  <b>Science Block:</b>  <b>Ground Floor:</b> Sri.P.Srinivasarao, CF in Botany  <b>First Floor:</b> Sri B Ramesh Kumar, CF in Physcis,          RUSA Block: Sri D. Manmadha Rao, GF in Commerce  <b>Commerce Block:</b>  <b>Ground Floor:</b> Smt P. Durgeswari, GF in Commerce  <b>First Floor:</b> Smt B. Asha Jyothi, GF in Commerce  <b>BA Block:</b>  <b>Ground Floor:</b> Smt.K.Swarnalatha, GF in Commerce  <b>First Floor:</b> Sri K. Pardhasarathi, CF in History  <b>Open Ground Area:</b> Sri G. Mahesh, GF in PD  <b>Circle inspector of Police, Palakol Town Station</b></p>	<p>B Deepika, II BSCHonours, Botany          K Kalyan, II BCOM, General          M Mohan, II BA</p>
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41	<b>Purchasing Committee</b>	<p>1. To see that expenditure is as per budget approved for various heads &amp; 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 &amp; payments.</p> <p>5. Inspection of bills and their veracity.</p> <p>6. Proper justification, Genuinity of Quotations, Guiding / Monitoring of Purcahse limits, Tender quotes, Purchases through GEM, Rate contracts etc</p> <p>7. Financial Audit every quarterly (July, November &amp; 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 &amp; Maintenance of head-wise expenditure excluding &amp; including salary component.</p>	<p>Principal, Ex-Officio Chairman. Sri.T.Krishna, Lecturer in Political Science</p> <p><i>T.K.</i></p>	<p>1.Dr.V.Yamini, Lecturer in Chemistry, 2.Sri K Bhadrachalam, Lecturer in Computer Science 3. Dr CH Usharani, Lecturer in Economics, 4. Dr M Rama krishna, Lecturer in Zoology</p>	<p>A Satya Sai Babu, II BSC, Zoology K.Kalyan, II BCOM, General M Mohan, II BA</p>
42	<b>Poor Cum Merit Committee</b>		<p>Dr. Ch. Usha Rani, Lecturer in Economics</p> <p><i>Ch. Usha Rani</i></p>	<p>Sri T. Krishna, Lecturer in Political Science Sri K. Bhadrachalam, Lecturer in Computer Science</p>	<p>VIPPARTHI PRASANNA KUMARI, II BSC Honours, Computer Science GANGOLU SUGUNA, II BCOM General VUNGARALA DURGA NAGA VENKAT, II BA Honours, Economics</p>



43	Inclusive Centres		Chairman:- Dr T. Raja Rajeswari, Principal Inclusive Centre's Coordinator: Dr V Yamini, Lecturer in Chemistry	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. Smt B Kanka Lakshmi, Superintendent. Sri K. Ramana Murthy, Senior Assistant	M Akash, II BSC Honours, Chemistry, K Rithika, II BCOM Computer Applications, CHINTA SATISH, II BA, Political Science
44	Legal Club:		Sri T. Krishna, Lecturer in Political Science, Department of Politics & History		
45	Anti-Human Trafficking Club:		Dr V D V V VijayaLakshmi, Lecturer in Economics	Sri B.K.V. Rama Lakshmi, CF in Maths Smt P. Durgeswari, GF in Commerce	
46	Human Relations Club:	Importance of Mentor and coach	Smt.N.V.R.D.Padmalatha, CF in Physics	All Class mentors	
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	A Satya Sai Babu, II BSC, Zoology, GANGOLU SUGUNA, II BCom Computer Applications NELAPATI ASHA JYOTHI, II BA Honours, Political Science
		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	
		Startup Media:		Department of Computers	
		JOB Mela		JKC	
		Workshop on Start Ups		Department of Computers	



48	<b>Entrepreneurial Club:</b>	Managing Finances	Sri.N.V.D.Dinakaran,Lecturer in English Sri G D Srinivasa Rao, Lecturer in English Smt B. Asha Jyothi, GF in Commerce	Department of Economics	VIPPARTHI PRASANNA KUMARI, II BSC Honours, Computer Science GANGOLU SUGUNA, II BCOM General VUNGARALA DURGA NAGA VENKAT, II BA Honours, Economics
		Time Management		Department of English	
		Career Guidance		Department of History <i>KPS</i>	
		Goal Setting		Department of English	
		Communication skills		Department of English	
		Interpersonal Skills		Department of English	
		Intrapersonal Skills		Department of English	
		Confidence-Esteem		Department of English	
		Planning Organizing and Prioritization		Department of Computers	
49	<b>Internship / Apprenticeship Based Programme Committee &amp; Skill Development Committee</b>	1. The committee shall prepare annual plan of action for skill development programmes.	Sri T.Krishna,Vice-Principal & Lecturer in Political Science Co-Convener: Sri Ch. Ravi Kumar, CF in Comp.App <i>T. Krishna</i>	Life Sciences:P Srinivasa Rao, Lectuer in Botany <i>P</i>	MANNE SAI LAKSHMI, BSC Honours, Botany GANGOLU SUGUNA, II BCom Computer Applications NELAPATI ASHA JYOTHI, II BA Honours, Political Science
		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.		Physical Sciences: Sri A Vamsi Subbarayan, Lecturer in Chemistry Commerce: K Swarnalatha, Lecturer in Commerce <i>K.S</i> Arts: Dr V D V V Vijaya Lakshmi, Lecturer in Economics <i>20</i> All Class mentors	

*Circulate among the staff*

*T. Krishna*  
PRINCIPAL 2024  
Sri A.S.N.M. GOVT. COLLEGE (A)  
PALAKOL-534 260, W.G.DIST



50	Faculty Forum	Discuss about academic issues, this can have different goals like promoting academic excellence, faculty welfare and professional standards	G D Srinivasa Rao, Lecturer in English	All the teachers	
51	Code of conduct Committee	Exhibition of Do's and Don'ts in the college campus, Laboratories, Departments, during examinations	Sri T Krishna, Lecturer in Political Science K Siva Krishna, CF in Mathematics	<p>G.D Srinivas Rao, CF in English</p> <p><b>Floor Incharges Science Block:</b></p> <p><b>Ground Floor:</b> Sri.P.Srinivasarao, CF in Botany</p> <p><b>First Floor:</b> Sri B Ramesh Kumar, CF in Physics,</p> <p>RUSA Block: Sri D. Manmadha Rao, GF in Commerce</p> <p><b>Commerce Block:</b></p> <p><b>Ground Floor:</b></p> <p>Smt P. Durgeswari, GF in Commerce</p> <p><b>First Floor:</b></p> <p>Smt B. Asha Jyothi, GF in Commerce</p> <p><b>BA Block:</b></p> <p><b>Ground Floor:</b></p> <p>Smt.K.Swarnalatha, GF in Commerce</p> <p><b>First Floor:</b></p> <p>Sri K. Pardhasarathi, CF in History</p> <p><b>Ground Area:</b> Sri G. Mahesh, GF in PD</p> <p><b>Circle inspector of Police, Palakol Town Station</b></p>	

*27/7/2021*

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