



RISE KRISHNA SAI GANDHI GROUP OF INSTITUTIONS

(Approved by AICTE-NEW DELHI, Affiliated to JNTUK KAKINADA)

NH-16, Valluru, -523272, Ongole, Prakasam District, A.P, India

RGAN\COLLEGE ACADEMIC COMMITTEE\2018-2019\CIR01

Date: 12-09-2018

Circular

The College Academic Committee of the Institution has been constituted with the following members for the Academic year 2018-2019. The functions and responsibilities of the committee appended overleaf.

S.No.	Name	Designation	Role
1	Dr.K.V.SUBRAHMANYAM	Principal	Chairman
2	Mr.CH.SITA RAM	Asst.Prof., CSE	Co-ordinator
3	Mr.P.ISAAC PAUL	HoD, CSE	Member
4	Mr.S.V.RAVI KUMAR	HoD,ECE	Member
5	Smt.P.SRIDEVI	HoD ,S&H	Member
6	Smt.K.MOUNIKA	Asst.Prof., CE	Member
7	Mr.K.V.RAMESH	Asst.Prof., MBA	Member
8	Mr.P.SURESH BABU	Asst.Prof., CSE	Member
9	Mr.V.S.R.V.CHINNA RAO	Exam Section incharge	Member


Principal

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Copy to :

1. All HoD's
2. All Committee Members



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RGAN\ COLLEGE ACADEMIC COMMITTEE\2018-2019\CIR02

Circular

Minutes of Meeting of the College Academic

Committee held on 12-09-2018

The meeting of College Academic Committee is held at 10:00am on 12-09-2018 in Principal's Chamber. Dr. K.V.SUBRAHMANYAM., Chairman of the Academic Committee of RISE Krishna Sai Gandhi Group of Institutions, Ongole, presided over the meeting.

The following members attended the meeting: -

S.No	Name	Designation	Role	Signature
1	Dr.K.V.SUBRAHMANYAM	Principal	Chairman	
2	Mr.CH.SITA RAM	Asst.Prof., CSE	Co-ordinator	
3	Mr.P.ISAAC PAUL	HoD, CSE	Member	
4	Mr.S.V.RAVI KUMAR	HoD,ECE	Member	
5	Smt.P.SRIDEVI	HoD ,S&H	Member	
6	Smt.K.MOUNIKA	Asst.Prof., CE	Member	
7	Mr.K.V.RAMESH	Asst.Prof., MBA	Member	
8	Mr.P.SURESH BABU	Asst.Prof., CSE	Member	
9	Mr.V.S.R.V.CHINNA RAO	Exam Section incharge	Member	

Agenda:

1. Student Counseling
2. Class work
3. Interactive boards
4. CRT training



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Minutes of Meeting:

1. Advised all HoD's to pay special attention to students. If necessary, seek counseling.
2. Suggested that all HoD's double-check the class work to ensure that everything is running smoothly
3. Discussed to take interactive boards.
4. For CRT training, a suitable time table has been created. It is planned to offer freelancers to the CRT training as well.
5. HoDs provided a summary of the syllabus coverage. Extra time was allotted to the subjects that still needed to be covered on the syllabus.

Principal

PRINCIPAL

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RGAN\ COLLEGE ACADEMIC COMMITTEE\2018-2019\CIR03

Circular

Minutes of Meeting of the College Academic Committee

held on 04-01-2019

The meeting of College Academic Committee is held at 2:00pm on 04-01-2019 in Principal's Chamber. Dr. K.V.SUBRAHMANYAM, Chairman of the Academic Committee of RISE Krishna Sai Gandhi Group of Institutions, Ongole, presided over the meeting.

The following members attended the meeting: -

S.No	Name	Designation	Role	Signature
1.	Dr.K.V.SUBRAHMANYAM	Principal	Chairman	
2.	Mr.CH.SITA RAM	Asst.Prof., CSE	Co-ordinator	
3.	Mr.P.ISAAC PAUL	HoD,CSE	Member	
4.	Mr.S.V.RAVI KUMAR	HoD,ECE	Member	
5.	Smt.P.SRIDEVI	HoD ,S&H	Member	
6.	Smt.K.MOUNIKA	Asst.Prof.,CE	Member	
7.	Mr.K.V.RAMESH	Asst.Prof.,MBA	Member	
8.	Mr.P.SURESH BABU	Asst.Prof.,CSE	Member	
9.	Mr.V.S.R.V.CHINNA RAO	Exam Section incharge	Member	

Agenda:

1. Repairs and Maintenance
2. Student Attendance.
3. Checking of mobiles
4. Syllabus coverage
5. feedback from students to the faculties.
6. Progress of projects.



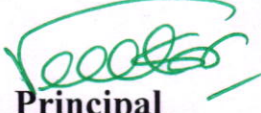
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Minutes of the meeting:

1. HoD's should make a list of repairs and maintenance that are required in labs, classrooms, and other areas.
2. There was a talk over the student's attendance. Some suggestions were made to improve student attendance, such as letting the mentor call the absent student.
3. HoD's are directed to check the mobiles randomly and ensure that student do not get them.
4. HoD's provided a summary of the syllabus coverage. Extra time was allotted to the subjects that still needed to be covered on the syllabus.
5. HoD's are expected to gather feedback from students on the faculties performance.
6. The progress of the projects is discussed.


Principal
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Resolutions :

1. The review of issues discussed in previous meetings was taken.
2. Committee discussed about various workshops conducting to the students for gaining knowledge.
3. Committee discussed about the slow learners to improve their skills depends on the which criteria basis such as assignment, conducting re-exam..e.tc.
4. The committee discussion for providing many facilities to students to enhance their career growth.