



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\2021-2022\CIR01

Date: 06-09-2021

Circular

The College Academic Committee of the Institution has been constituted with the following members for the Academic year 2021-2022. The functions and responsibilities of the committee appended overleaf.

S.No.	Name	Designation	Role
1	Dr.K.V.SUBRAHMANYAM	Principal	Chairman
2	Dr.U.SRINIVASA RAO	Professor,, ECE	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

PRINCIPAL

**RISE KRISHNA SAI GANDHI
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Copy to :

1. All HoD's
2. All Committee Members



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RGAN\ COLLEGE ACADEMIC COMMITTEE\2021-2022\CIR02

Circular

Minutes of Meeting of the College Academic

Committee held on 06-09-2021

The meeting of the College Academic Committee is held at 10:00am on 06-09-2021 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	Dr.U.SRINIVASA RAO	Professor,, ECE	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. Improvements required in infrastructure
2. Final year and third year class work for academic year 2021-22.
3. Syllabus coverage
4. Conduction of classes
5. CRT training



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Minutes of the meeting:-

1. The requirements like AC, fans, lights, tables, and other furniture are to be submitted to the principal immediately.
2. The class work for final year was started on 12/9/21 and directed to start III-I class work for 15/9/2021 onwards for 2021-22.
3. 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.
4. For CRT training, a suitable time table has been created. It is planned to offer freelancers to the CRT training as well.



Principal

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RGAN\ COLLEGE ACADEMIC COMMITTEE\2021-2022\CIR03

Circular

Minutes of Meeting of College Academic

Committee held on 04-02-2022

The meeting of College Academic Committee is held at 2:00pm on 04-02-2022 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	Dr.U.SRINIVASA RAO	Professor,, ECE	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. Feedback on curriculum.
2. To discuss the syllabus coverage
3. Updating of website
4. Conduct of class work
5. MID examinations



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Minutes of meeting:

1. HoD's are required to gather feedback from parents, students, and alumni, among other sources.
2. It is suggested that HoD's update their departmental websites.
3. The conduct of class work and syllabus covering are discussed, and it is emphasized that the syllabus must be completed according to the academic calendar.
4. The details of the MID exams were discussed. The HoD's have been given instructions to administer the MID exams in a professional and orderly manner.

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.t.c.
4. The committee discussion for providing many facilities to students to enhance their career growth.