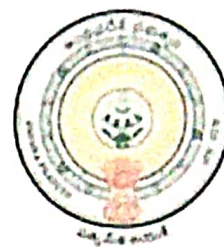


D. K. GOVERNMENT COLLEGE FOR WOMEN

Nellore, Andhra Pradesh- 524003

Autonomous College, College with Potential for Excellence

Re-accredited with "A" Grade by NAAC



MINUTES OF THE GOVERNING BODY

D. K. GOVERNMENT COLLEGE FOR WOMEN (A), NELLORE
GOVERNING BODY MEETING -1
Dt. 21-10-2020
MEETING MINUTES

The first Governing Body meeting of D. K. Government College for Women (A), Nellore has taken place on 21-10-2020. After attaining the Autonomous status in 2016 the college could convene the first meeting of Governing Body only in 2019-20 for the reason that the Government has nominated its nominees for the Governing Body only in December 24th 2019. Consequently, the College could form the complete body with all the members only in 2020. After the formation of the Governing Body, the meeting could not take place in the normal way because of the onset of Covid-19 Pandemic in February 2020 in India. Hence the meeting took place virtually through Cisco Webex platform from 2.30 to 5.30 PM on 21-10-2020.



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The following are the members of the Governing Body
who have attended the meeting

S.No	Category	Designation in the Governing Body	Name of the Governing Body Member	Status
1.	Chairman and State Govt. Nominee	Chairman	Sri. M. M. Nayak, IAS Special Commissioner of Collegiate Education, Govt. of Andhra Pradesh	Chaired the GB Meeting
2.	Educationalist nominated by State Govt.	Member	Smt. Moyaila Gowri, M.Sc, MPhil,	Attended
3.	Industrialist nominated by State Govt.	Member	Dr. Koduru Pradeep Kumar Reddy, MBBS,	Attended
4.	University Nominee	Member	Dr. L. Vijaya Krishna Reddy, M.A., Ph.D.	Attended
5.	Faculty Member Nominated by the Principal	Member	Dr. K. Padmaja, Professor of English, M.A, M.Phil. Ph.D.	Attended
6.	Faculty Member Nominated by the Principal	Member	Dr. K. Karuna Sri M.A.Ph.D	Attended
7.	Educationalist or Industrialist nominated by the Principal	Member	Dr. P. Radhika, M.A., Ph.D.,	Attended
8.	UGC Nominee	Member	Dr. Purna Banerjee, M.A., Ph.D.	Attended
9.	State Govt. Nominee	Member	Dr.V. Rama Jyosthna Kumari, M.Com, Ph.D.	Attended
10.	Academic Guidance Officer Office of CCE, Prasadam Padu Vijayawada.	Special Invitee	Dr.Ch.Thulasi Masthanamma, M.Sc.,Ph.D.	Attended
11.	Academic Officer (UGC-Autonomy) Office of CCE Prasadam Padu Vijayawada.	Special Invitee	Sri .R. Ravikiran, M.A.,Ph.D.	Attended
12.	Principal & Ex-officio	Member	Dr. Ch. Masthanaiah, M.Com, M.Phil., Ph.D.	Attended

AGENDA WITH DISCUSSION NOTES AND RESOLUTIONS

ACADEMIC MATTERS:

Agenda Item No. 1: To consider and approve the Action Taken Reports of the years 2017-18, 2018-19 & 2019-20 based on the resolutions adopted in the previous AC meetings for the three consecutive academic years 2016-17, 2017-18 & 2018-19.

Discussion: Action Taken Reports of the years 2017-18, 2018-19 & 2019-20 are prepared based on the Academic council meeting resolutions of the Years 2016-17, 2017-18 and 2018-19.

Resolution: The Governing Body ratified and approved the Action taken reports of the years 2017-18, 2018-19 and 2019-20 based on the resolutions adopted in the previous AC meetings for the years 2016-17, 2017-18 and 2019-20 respectively.

Agenda Item No. 2: To consider and approve the resolutions of Academic Council meetings for the four consecutive academic years 2016-17, 2017-18, 2018-19 & 2019-20.

Discussion: As per the Guidelines for Autonomous Colleges, Academic Council of the college has been constituted and the Academic Council meetings were held for the years 2016-17, 2017-18, 2018-19 & 2019-20 with its committee members, University Nominees and experts from various fields outside the college, discussed various items in the Agenda in respective years and passed the resolutions unanimously.

Resolution: The Governing Body ratified and approved the resolutions of the Academic Council meetings for the years 2016-17, 2017-18, 2018-19 and 2019-20 respectively.

Agenda Item No. 3: To consider and approve the Academic calendars for the four consecutive academic years 2016-17, 2017-18, 2018-19 & 2019-20.

Discussion: The College Academic Calendars, for the years 2016-17, 2017-18, 2018-19 & 2019-20 marking schedule for the teaching and examination activities including the internal assessment, are followed accordingly in the respective academic years.

Resolution: The Governing Body ratified and approved the Academic calendars for the academic years 2016-17, 2017-18, 2018-19 & 2019-20 respectively.

Agenda Item No. 4: To consider and approve the results of I, III&V semesters and II, IV&VI semesters of the academic years 2016-17, 2017-18, 2018-19 & 2019 November as well as of the outgoing batch 2016-2019.

Discussion: The College has conducted odd and even semester end examinations in every November and March of an academic year and released the results for the academic years 2016-17, 2017-18, 2018-19, 2019 November.

Resolutions:

The Governing Body ratified the and approved the results of I, III&V semesters and II, IV&VI semesters of the academic years 2016-17, 2017-18, 2018-19 & 2019 November respectively.

It also approved the results of the outgoing batch 2016-2019.

Administrative Matters:

Agenda Item No. 5: To consider and approve the appointment of autonomous examinations committee for the four consecutive academic years 2016-17, 2017-18, 2018-19 & 2019-20.

Discussion:

The first Autonomous Examinations Committee was constituted with the following Controller of Examinations and two Assistant Controllers of examinations for a period of three years viz. from 2016-17 to 2018- 19.

S. No	Name	Designation	Nominated as
1	Dr.K. Suvarna	Lecturer in Mathematics	Controller of Examinations
2	Smt. T.Sri Ranjani	Lecturer in Zoology	Assistant Controller of Examinations
3	Smt K.Sai Sudha	Lecturer in Biotechnology	Assistant Controller of Examinations

- The second Autonomous Examinations Committee was constituted with the following Controller of Examinations and two Assistant Controllers of examinations for the Academic year 2019-20.

S.No	Name	Designation	Nominated as
1	Dr.K. Suvarna	Lecturer in Mathematics	Controller of Examinations
2	Smt K.Sai Sudha	Lecturer in Biotechnology	Assistant Controller of Examinations
3	Smt. Sk. Fathimunnisa Begum	Lecturer in History	Assistant Controller of Examinations

On the account of health issues of Smt. Sk. Fathimunnisa Begum Examinations Committee was reconstituted with the following Controller of Examinations and two Assistant Controllers of Examinations for the same Academic year 2019-20.

S.No	Name	Designation	Nominated as
1	Dr.K.Suvarna	Lecturer in Mathematics	Controller of Examination
2	Smt K. Sai Sudha	Lecturer in Biotechnology	Assistant Controller of Examinations
3	Dr P.Victoria Rani	Lecturer in Botany	Assistant Controller of Examinations

Resolution: The Governing Body ratified and approved the appointment of autonomous examinations committee for the academic years 2016-17, 2017-18, 2018-19 & 2019-20 respectively.

Financial Matters:

Agenda Item No. 6: To consider and approve the resolutions adopted in the finance committee meeting in the academic year 2019-20.

Discussion:

The Finance committee met on 30th January 2020 and verified the Expenditure statements, Utilization Certificates of Examinations cell and that of U.G.C funds.

- ▶ The committee ratified the expenditure incurred during the years 2016-17, 2017-18 and 2018-19 by the Examinations Cell besides approving the proposed budget for the year 2019-20.
- ▶ It has gone through the Expenditure statements and Utilization Certificates related to the CPE and Autonomy funds.

Resolution: The Governing Body ratified all the resolutions of Finance Committee till the year 2019.

Agenda Item No. 7: Ratification of the expenditure incurred for three years 2016-17, 2017-18 & 2018-19 and approval of proposed budget for the year 2019-20 by the Autonomous Examination Cell.

Discussion:

- ▶ The Examinations Cell has incurred expenditure for the conduct of examinations for three years 2016-17, 2017-18 & 2018-19 and also proposed the budget for the financial year 2019-20.
- ▶ This budget proposal was approved in the Finance Committee.

Resolutions:

- ▶ 7.1 The Governing Body ratified the expenditure incurred by the Autonomous Examination Cell for three years 2016-17, 2017-18 and 2018-19.
- ▶ 7.2 It also approved the proposed budget for the year 2019-20.

Agenda Item No. 8: To consider and approve the expenditure incurred on UGC XII Plan Funds, C.P.E Funds, Autonomy Funds for the years 2017-18, 2018-19 & 2019-20.

Discussion:

- ▶ An amount of Rs.1, 73, 750/- for Seminars and Rs.1, 55,000/- for Minor Research Projects was spent under U.G.C XII plan Funds during the Academic years 2017-18 and 2018-19.
- ▶ The released funds of an amount Rs.8,16,000/- under U.G.C CPE Scheme were spent during the Academic Year 2017-18 for Lab up gradation in the college.
- ▶ An amount of Rs.79,44,000/- was received during the year 2019-20 under UGC CPE Scheme. The Budget proposal for an amount of Rs.79, 44,000/- is approved in the Finance Committee. Later an amount of Rs.14, 40,000/- was received during the same year after the Finance Committee meeting on 30.01.2020.
- ▶ An amount of Rs.43, 41,349/- was spent till October 2020 under various Recurring and Non- recurring heads of CPE.

Resolutions:

The Governing Body ratified the CPE expenditure that was took place during the year 2017-18, 2019-20.



[Signature]
Principal
D.K. Govt. College for Women (A)
NELLORE.

CAPITAL ASSETS (NON - RECURRING)

(Total Amount Received Rs.7, 20,000 + 68, 40,000 + 14, 40,000 = 90, 00,000)

S.No.	Budget Head	Proposed Budget in Rs.	Amount Spent in Rs.	Balance in Rs.	Justification
1.	Lab Up - gradation	529000+35,00,000 0= 40,29,000/-	529000+ 29,72,342= 35,01,342/-	5,27,658/-	Zoology, Chemistry, Botany, and Physics, Home Science, Microbiology utilized amount for Lab Up gradation.
2.	Sports Equipment and Facilities	5,00,000/-	---	5,00,000/-	Amount was not spent and is to be utilized to purchase sports equipment which improves the Physical fitness of the sports students.
3.	Teaching Aids	30000+4,00,000= 4,30,000/-	30,000/-	4,00,000/-	Utilized to enhance learning facilities as the better learning ambiance lead to good student's performance in academics which is reflected in the increasing pass percentage.
4.	Library Automation	70000+1,00,000= 1,70,000/-	70,000/-	1,00,000/-	Staff and students are benefitted through Library Automation software.
5.	Computers and Xerox Machinery	91000+25,00,000 = 25,91,000/-	91000+2,59,1 16+24904= 3,75,020/-	22,15,980/-	• Purchased Desktop from GEM portal and handed it to JKC Lab. • Purchased Xerox Machine and handed it over to COE.

6.	Up gradation of JKC Lab and Language Lab	8,00,000/-	---	8,00,000/-	Amount to be spent to Purchase equipment for JKC Lab and Language Lab up gradation.
7.	Internet Connectivity and CC camera	2,00,000/-	31,300/-	1,68,700/-	To improve the internet connectivity and for the Surveillance of College campus.
8.	Up – gradation of Classrooms and seminar halls	2,80,000/-		2,80,000/-	To enhance the learning ambience of classrooms for accessing the digital tools.
	Total (Rupees in Lakhs)	90,00,000/-	40,07,662/-	4992338/-	

GRANT IN – AID GENERAL- 31 (RECURRING)

Total Amount Received Rs. 96,000+11,04,000 =Rs.12,00,000/-					
S. No	Budget Head	Proposed Budget in Rs.	Amount Spent in Rs.	Balance in Rs.	Justification
1.	Lab Consumables	14,000+2,04,000= 2,18,000/-	14,000+1,12,402= 1,26,402/-	91,598/-	Utilized the amount for purchasing Lab Consumables in Zoology, Chemistry, Botany, Microbiology, Home science, Biotechnology Physics Laboratories for conducting Practicals.
2.	Software's	30,000+1,00,000= 1,30,000/-	30,000+28,450= 58,450/-	71,550/-	Amount utilized for the installation of Software in computer labs 1 and 2

3.	Internet Services	3,00,000/-	--	3,00,000/-	Amount utilized to meet the monthly Internet service charges.
4.	Maintenance of Equipment	52,000+1,00,000=1,52,000/-	52000+69,100=74,300/-	77,700/-	Repairs in Two computer labs and AVE
5.	Enrichment of Teachers	2,00,000/-	74,535/-	1,25,465/-	Amount utilized for the organization of IPR workshop and a National Seminar by the Departments of History, Economics and Political Science.
6.	Publication of Research Journal	2,00,000/-	--	2,00,000/-	Amount to be utilized for Multidisciplinary Research Journal Publication.
	Total (Rupees in Lakhs)	12,00,000/-	3,33,687/-	8,66,313/-	

Total Amount Received Rs.7, 20,000 + 68, 40,000 + 14, 40,000 = 90, 00,000/-

The Governing Body approved item wise and head wise expenditure proposed for the remaining unspent CPE funds.

(Total unspent amount in recurring and non-recurring heads is Rs.58, 58,651/-)

Expenditure proposed for the year 2020-21 for the remaining unspent CPE funds

CAPITAL ASSETS (NON - RECURRING)

S.No.	Budget Head	Amount available to spend in Rs.	Justification
1.	Lab Up - gradation	5,27,658/-	Amount to be utilized for the up gradation of Biotechnology Lab.
2.	Sports Equipment and Facilities	5,00,000/-	Amount to be utilized on the purchase of sports equipment which improves the Physical fitness of the sports students.
3.	Teaching Aids & LCD	4,00,000/-	The proposed amount to be utilized is to create better learning ambience by purchasing the



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