



St. Joseph's College for Women (Autonomous) Visakhapatnam - 530004

(NAAC Reaccredited & ISO 9001:2015, 14001:2015 Certified)



**1.2.1 (9.5): Minutes of Academic Council Meetings for the A.Y.
2018-19**

Academic Council Minutes 2018-19



Minutes of the meeting of the Academic Council held on 12th October, 2018, at 10.00 am. The members are as follows -

1. Dr. Sr. Shyji, P.D. - Principal & Chairperson - S. Shyji
2. Sr. Hema, S. - Vice Principal - S. Hema
3. Dr. P. Bhuvanavathi - Controller of Exams - P. Bhuvanavathi
4. Dr. Ch. Annapurna - HOD, Dept. of Telugu - Ch. Annapurna
5. Dr. P. K. Jayalokshmi - HOD, Dept. of Hindi - P. Jayalokshmi
6. Dr. P. Jayalokshmi - HOD, Dept. of Economics - P. Jayalokshmi
7. Dr. G. Ramalakshmi - HOD, Dept. of Political Sc. - G. Ramalakshmi
8. Ms. D. A. Ramani - HOD, Dept. of Off. Mgt. - D. A. Ramani
9. Dr. Capt. K. Sujatha - HOD, Dept. of Maths - K. Sujatha
10. Dr. K. Radhakrishna - HOD, Dept. of Physics - R. Radhakrishna
11. Dr. M. Sai Leela - HOD, Home Science - M. Sai Leela
12. Dr. P. Mangarani - HOD, Chemistry - P. Mangarani
13. Dr. K. Manikya Kumari - HOD, Botany - K. Manikya Kumari
14. Ms. Mumtaz Banu - Dept. of Bio-chem - M. Mumtaz Banu
15. Mrs. E. Harini - Dept. of Zoology - E. Harini
16. Mrs. G.M.R. Josephine - Dept. of Psychology - G.M.R. Josephine
17. Dr. T. Bhaskara Sridha - Dept. of English - T. Bhaskara Sridha
18. Ms. P. Meenakshi - Dept. of Bio-Tech. - P. Meenakshi
19. Mrs. B. Anitha - Dept. of History - B. Anitha
20. Mrs. Naga Sirisha - Dept. of Comp. Sc. - N. Sirisha
21. Ms. R. Parvathi - Dept. of Commerce - R. Parvathi
22. Ms. M. Jyothi - Dept. of Business Admin. - M. Jyothi
23. Dr. P. Anna Devi - Member, PG Director - P. Anna Devi
24. Dr. P. Sarada - ^{IQAC co-ordinator} Member, Dept. of Chemi - P. Sarada
25. Dr. Y. Lakshmi Prabha - Member, Dept. of Home Sc. - Lakshmi Prabha
26. Dr. Y. Fatima Rani - Member, Dept. of Lib. Sc. - Y. Fatima Rani
27. Prof. Y. Simalatha - Univ. Nominee - AU - Y. Simalatha
- P.T.O. -

- Subdivisions
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Date: _____
28. Prof. M. Jagannadha Rao - Univ. Nominee - AU - M. J. J. J.
 29. Prof. Ch. Parthivanga Reddy, Univ. Nominee - AU - Ch. Parthivanga
 30. Prof. S. K. V. Suryanarayana Raju, Gov. Body nominee - NOT PRESENT
 31. Mr. M. Mani Kumar - Gov. Body Nominee - None
GM, HPL, V. K. Addepotem
 32. Dr. L. Brahmanandam - Medical officer - NOT PRESENT
 33. Sri. G. Sai Baba - Advocate - G. Saibabu

The Academic council meeting began with greetings to the experts from the University and the representatives of industry and society, followed by prayer. The highlights of the activities of the college for this academic period were presented, along with the details of the curriculum, CBCS pattern, Evaluation system, results, student support initiatives and future plans.

The minutes of the meetings of the various Boards of Studies were presented to the Council by the Heads of the Departments and were approved.

Some of the suggestions, queries by the experts are as follows -

- 1) Query on In-house baking enterprise initiation - it was not taken up this academic year due to workload.
- 2) Query on field trips and types of dissections in Zoology was asked. The permitted species of fish, prawns etc. were being used for dissections.

- 3) The experts felt that the title Biological instrumentation was not appropriate, as the paper dealt with general instrumentation. The discussion on responsibility for Environment of Botany department was taken up with inputs on dust absorbing plants, wind resistant plants etc.
- 4) There was discussion on teaching-learning innovative techniques in Business administration; further it was suggested that the students of the present day should be exposed to innovative ideas for start-ups. NRDC was suggested for resource. Certificate courses on topics like GST, EDP etc. Also an awareness on fundamental rules in general law was suggested for all the students.
- 5) The English department explained the communication skills courses offered to students to improve English communication, the efficiency of streaming in English was well appreciated.
- 6) The experts on Bos suggested tests on Psychology to school children and a system of identifying students in need of Psychological help - an email, helpline etc. was felt essential by the experts.
- 7) Job opportunities in office Management.
- 8) certificate course in Hindi for housewives

- 9) Students' telegraph spoken capabilities.
- 10) There was a suggestion to inculcate mathematics insights to all faculty to improve the research efficiency and to teach students computing statistical package.
- 11) Other general suggestions included use of online videos etc. prepared by IIT Professors, To introduce courses on Big Data Analytics and web designing in Computers.

The experts on the Academic Council applauded and appreciated the efforts of the Principal and the faculty for the various achievements of the students and faculty. The meeting came to a close with a note of thanks to all the experts for their valuable time and advise.

Dr. Shyji
PRINCIPAL
St. Joseph's College for Women
(Autonomous)
VISAKHAPATNAM - 530 004

Academic Council Minutes 2018-19

Minutes of the meeting of the Academic Council held on 8th April, 2019 at 10.00 am.

The following members were present -

1. Dr. Sr. Shyji, P.D. - Principal & chairperson - Sr. Shyji
2. Prof. P. Bhushanavathi - COE - P. Bhushanavathi
3. Prof. Ch. Annapurna - HOD, Telugu - Ch. Annapurna
4. Prof. P.K. Jayalokshmi - HOD, Hindi - P.K. Jayalokshmi
5. Prof. P. Jayalokshmi - HOD, Economics - P. Jayalokshmi
6. Dr. (Mrs) G. Ramalakshmi - HOD, Political Sc. - G. Ramalakshmi
08/14/19
7. Ms. D.A. Ramani - HOD, office mgmt - D.A. Ramani
8. Dr. K. Radhakrishna - HOD, Physics - Radhakrishna
9. Prof. Y. Lakshmi Prabha - HOD, Home Sc. - Lakshmi Prabha
10. Prof. P. Mangaveni - HOD, Chemistry - Mangaveni P.
11. Prof. Capt. K. Sujatha - HOD, Mathematics - K. Sujatha
08/14/19
12. Prof. K. Manikya Kumari - HOD, Botany - K. Manikya Kumari
8/14/19
13. Mrs. G.M.R. Josephine - HOD, Psychology - G.M.R. Josephine
14. Mrs. E. Harini - HOD, Zoology - E. Harini
15. Ms. Mumtaz Bano - Dept. of Biochemistry - Mumtaz Bano
16. Ms. P. Meenakshi - Dept. of Biotechnology - P. Meenakshi
17. Dr. T. Bhaskara Sudeha - Dept. of English - Sudeha
18. Mrs. B. Anitha - Dept. of History - B. Anitha
19. Mrs. Naga Sireesha - Dept. of Comp. Sc. - Naga Sireesha
20. Ms. R. Pavani - Dept. of Commerce - R. Pavani
21. Ms. M. Jyothi - Dept. of Business Admin - M. Jyothi
22. Dr. Kanakavalli - Dept. of Sanskrit - STP Kanakavalli
23. Prof. J. Nirmala - Member - J. Nirmala
24. Dr. T. Seshulatha - Member - T. Seshulatha
8/14/19
25. Dr. Y. Fatima Ranni - Member - Y. Fatima Ranni
26. Prof. M. Sankaradevi - Member - Sankaradevi

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Date _____
27. Prof. Y. Somalatha - Univ. Nominee - *Jomalatha*
 28. Prof. M. Jayarama Rao - " - *M. Jurd*
 29. Prof. Ch. Panduranga Reddy - " - *NOT PRESENT*
 30. Prof. S. K. V. Shyamaprasad Raju - ^{Governing} Body nominee - *Not Present*
 31. Mr. M. Mani Kumar - Industrial Expert - *NOT PRESENT*
 32. Dr. L. Brahmarandam - Medical Officer - *NOT PRESENT*
 33. Sri. G. Sai Baba - Advocate - *NOT PRESENT*

The meeting began with welcome note by the Principal. The Controller of Examinations presented the details of Examination system followed in the college and the results of the Exams held during Oct. - Nov. 2018. The minutes of the previous Academic Council meeting was approved and ratified.

The Boards of Studies of all subjects presented the minutes. The syllabi of all Semester papers were reviewed and minor changes were proposed in most of the boards. The Question papers of all the exams were reviewed and comments were presented by the Boards. Many of the departments have signed MOU with industries. The notable ones are Chemistry, Home Science, ^{Mathematics} Biotechnology etc. The experts on the Board of Home Science suggested to make students register for MOU courses and Webinars online.

The chairperson of the Board

of Psychology was suggested to conduct counselling to needy students. The members were informed that SAHAY is the counselling centre of the college, to take care of students' needs and it was very much appreciated. The blog writing started by Dept. of JMC was also appreciated.

Major change in the syllabi was made by the BOS of Home Science - to discontinue CBCS from the AG Batch, so far what is General Education is proposed to be renamed as foundation courses. The examination committee has proposed to introduce new grading system and modify the existing rules and regulations with effect from 2019-20. It was proposed to start two new PG courses - in Psychology - M.Sc - Psychology and Master in Human Resource Management, this academic year.

The experts suggested to the BOS in Computer Science and Statistics to make use of the free online software, as the cost of the software is very high. It was also suggested that Statistical applications could be extended to all the departments for teaching students about its usage.

Dr. Shyji

PRINCIPAL

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St. Joseph's College for Women (Autonomous), Visakhapatnam.

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The following members were present:

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11.	Dr. M. Saileela	HOD, Department of Home Science
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13.	Dr. K. Manikya Kumari	HOD, Department of Botany
14.	Ms. Mumtaz Bano	Department of Bio-Chemistry
15.	Mrs. E. Harini	Department of Zoology
16.	Mrs. GMR Josephine	Department of Psychology
17.	Dr. T. Bhaskara Sudha	Department of English
18.	Ms. P. Meenakshi	Department of Bio-Technology
19.	Mrs. B. Anitha	Department of History
20.	Mrs. K. Naga Sirisha	Department of Computer Science
21.	Mrs. R. Pavani	Department of Commerce
22.	Mrs. M. Jyothi	Department of Business Administration
23.	Dr. P. Aruna Devi	Member, PG Director
24.	Dr. P. Sarada	IQAC Coordinator, Member, Dept. of Chemistry

25.	Dr. Y. Lakshmi Prabha	Member, Department of Home Science
26.	Dr. Y. Fatima Rani	Member, Department of Library Science
27.	Prof. Y. Somalatha	University Nominee, AU
28.	Prof. M. Jagannadha Rao	University Nominee, AU
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30.	Prof. S.K.V. Suryanarayana Raju	Governing Body Nominee
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