



# District Resource Centre, East Godavari District

జిల్లా వనరుల కేంద్రం, తూర్పు గోదావరి జిల్లా

## Meeting on 30<sup>th</sup> December 2016

The Executive Committee Members of District Resource Centre (DRC), East Godavari District met on 30 December 2016 at 11:30 AM at the Government Degree College, Kothapeta, under the Chairmanship of Dr. R. David Kumar, Chairman, DRC, E.G. District and Principal, Government College [A], Rajamahendravaram to discuss and resolve on the following agenda points.

### **Agenda:**

1. ATR on Resolutions made in previous DRC meeting held on 15 Sept 2016.
2. Academic audit reports and ATRs (if academic audit already completed)
3. Status of Biometric attendance systems in the college
4. Faculty Exchange Programme ( for the current semester )
5. Result analysis (Subject wise, Lecturer wise)
6. Payment of Annual subscription for the year 2016-17
7. Any other issue with the permission of the Chair.

## Minutes of the Meeting

The members of the DRC discussed the agenda items and made the following resolutions.

### **I. ATR**

1. **Item -1:** Apporval of ATR on the previous DRC meeting held on 15 Sept 2016.

Resolution No.1: ATR on Resolutions made in the previous DRC meeting held on 15 Sept 2016 was approved. Some of the items were discussed again and the following resolutions were made.

2. **Item-2:** Status of implementation of Biometric attendance systems in the college.

Principals of GDCs Jaggampeta, Kothapeta, Pithapuram, Yeleswaram and ASD, Kakinada have informed the Chairman that they have some problems with software and the instruments are not working. Rest of the colleges have downloaded the new software and their biometric machines are working well.

Resolution No: 2 The colleges who have problem with software will download the new software and check the instruments. If the problem still persists they will contact the supplier for the rectification of the problem.

3. **Item-3:** Status of Implementation of DRC Action Plan for the year 2016-17

Most of the colleges have conducted the events proposed in DRC action plan. However, those who have not conducted the proposed events informed the chairman that they would conduct them very soon.

Resolution No: 3: The colleges which have not conducted the proposed events will conduct them soon under intimation of their revised shedules to the DRC

4. **Item – 4:** Guidelines for preparation of workload in the pattern of CBCS

A committee has been constituted to prepare the guidelines for preparation of workload in the pattern of CBCS and prepare the actual workload particulars and submit the same to the Chairman by 30 September 2016. The work is yet to be completed..

Resolution No: 4: The committee is requested to expedite the work and submit the workload at the earliest.

5. **Item – 5:** Faculty Exchange Programme

Resolution No: 5: The Faculty Exchange Programme (FEP) has conducted as per the resolutions adopted in the first meeting of DRC..

II. **Resolution adopted on the items of the present meeting:**

**Item No. 6:** Initiation of new JKC in GDC Ramachandrapuram

A letter of request has been submitted to CCE for the initiation of JKC at GDC, Ramachandrapuram.

Resolution-6: The CCE's response is awaited

**Item No.7:** Academic audit reports and ATRs (if academic audit already completed)

Resolution No 7: All the Principals are requested to submit the soft and hard copies of the Academic Audit Reports and ATRs at the earliest

8. **Item No.8:** Faculty Exchange Programme for the Current Semester

The need was discussed based on the representations of the Principals.

Resolution No. 8: It is resolved to ***continue the Faculty Exchange Programme (FEP) proposed in earlier meeting*** held on 15 September 2016 for the current semester also. In addition to this following are the additions to the earlier FEP were approved.

- a. To share the services of Commerce, English and Political Science faculty of GDC, Ramachandrapuram to PR GC [A], Kakinada.
- b. To share the services of Political Science faculty of Kothapeta to Razole
- c. To extend the services of Physical Director of Ravulapalem to PR GC[A]
- d. To share the services of History faculty from Tuni to Yeleswaram

Also FEP may be revised based on the need from time to time during the Semester

**9. Item No. 9:** Exchange of the non-teaching faculty under DRC.

Since, the DRC is meant for sharing resources, several principals appealed for sharing of non-teaching staff as there is a dire requirement at some places causing hardship to the students.

Resolution No.9: Resolved to arrange the exchange of non-teaching staff as shown in the table below.

S No	Name/designation of the Non-Teaching staff	From College	To College	No. of Days
1	Sri Vijay Kumar	GC[A], RJY	PR GC[A], KKD	2 days (Wed & Thursday)
2	One UDC	GC[A], RJY	GDC, Yeleswaram	1 day
3	Sri Satyanarayana (Typist)	Razole	Ravulapalem	1 day
4	One Jr Asst who can maintain Cashbook	GC[A], RJY	Jaggampeta	1 day

**10. Item No.10:** Engaging the services of PG students:

In addition to the Faculty Exchange Programme, it is proposed to encourage the Postgraduate students of different subjects, where the PG courses are available, to take **tutorial classes** to the undergraduate students in different colleges. All the Principals of colleges offering PG courses are requested to identify the potential PG students to take up the above assignment.

Resolution No.10: the services of Postgraduate students of different subjects will be engaged to take **tutorial classes** to the undergraduate students in different colleges

Resolution No.11: It is resolved that the respective principals who will depute the staff under exchange programme will issue proceedings to the staff concerned immediately after the minutes are circulated and cooperate with each other for the benefit of student community.

**.Item No. 11:** Payment of Annual subscription for the year 2016-17

The DRC i/c presented the dues . As per the CCE Rc No: 20/DRC/Acad.Cell/Ac-1/7/2007 dated 24-7-2007 the annual contribution to the DRC is as follows;

- i. College having more than 2000 students have to pay Rs. 20,000/-
- ii. College having 1001 to 2000 students have to pay Rs. 10,000/-
- iii. College having less than 2000 students have to pay Rs. 5,000/-
- iv. The above expenditure may be met from current/accumulated special fee funds.

Resolution No.12: All the principals have agreed to clear the dues shortly.

12. **Item No.12**: Any other issue with the permission of the Chair.

In the light of Demonetization following resolutions were adopted.

Resolution No.13: It is resolved to encourage the students to apply for RuPay cards to receive their Scholarships.

Resolution No. 14: It is also decided to procure at least 2 POS machines in the colleges for future transactions.



Chairman

District Resource Centre  
East Godavari District