

15-03-2025

DEPT MEETING

A Meeting was scheduled in the department on 13-03-2025 with the faculty and discussed the following agenda to take resolutions being on the discussion held in the Principal's chamber with all HOD's. Dated 13-03-2025.

The following members were present

- 1) Dr-N-Madhavi (HOD, Dept of Statistics)
- 2) J-Nagasirani (Faculty, " )
- 3) K-Sureetha (Faculty, " )

Resolutions:

Agenda 1: - Prime Minister's Award Notification

Discussion: - Prime Minister's Award Notification is given for innovative programs and our Collector Madam selected our college for this award for Lab on Wheel Program and recommended to the govt.

Resolution: - All the faculty agreed for this to receive the award.

Agenda 2: - Scholarships of students

Discussion: - Scholarship Money is Credited to college account and students must receive this scholarships and the college fee is to be paid by students.

Resolution: - It is resolved to make the students pay the fees irrespective of scholarship amount and HOD's are requested to take action regarding this.

Agenda 3: - SANKALP Programme

Discussion: - It is discussed that our Collector Madam has invited to make awareness among people about drug abuse and gambling in the SANKALP Programme.

Resolution: - It is resolved to take action regarding the SANKALP Programme.

### Agenda 4:- Academic Audit

Discussion:- Academic Audit is being done by CCE on March 19th, 20th & 21st to check the files and registers.

Resolution:- It is resolved to prepare the files & registers for the academic audit visit.

### Agenda 5:- Records to be Maintained.

Discussion:- It is discussed to maintain the following registers for the academic audit.

- (i) CAT File (ii) Curricular Aspects (iii) Result Analysis
- (iv) Research Publications (v) Deftwise Projects (vi) Extracurricular
- (vii) MOU's (viii) Best Practices & Seminars/Workshops/Events
- (ix) Field Visits (x) Paper Presentations (xi) Central Attendance
- (xii) Dept Profile (xiii) Work Adjustment Book (xiv)

Resolved:- It is resolved to maintain the above files for the academic audit.

### Agenda (6):- Presentation - Big dept for academic audit.

### Agenda (7):- 2, 4, 6, 6 semester schedule.

Discussion:- It is discussed about the examination schedule for 2, 4, 6 semesters.

April 19th - ~~May~~ 4th Semester and up to May 21st - 2nd.

Resolution:- It is ~~discussed~~ resolved to follow the time table schedule of schedule given by college for examination is to be followed.

### Agenda (7):- CSP programme

Discussion:- It is discussed that the CSP Programme is to be handled by mentors as per the instructions given by CCE. Questionnaire will be given by CCE along with report.

Resolution:- It is resolved to follow the rules given by CCE for handling CSP Project for 2nd sem students of all groups and also short term and long term internship as per.

### Agenda (8):- Amphitheatre

Discussion:- A discussion is held regarding Amphitheatre for conducting programmes (Sangeetika Programme). Shortly this theatre will be opened. Any organization (School & College) can conduct their programmes (academic only) by taking duty.

Permission and they will pay an amount for  
conducting this theatre. This amount <sup>helps</sup> based on  
income generation for college.

Resolution:- It is resolved to conduct and plan any  
creative programme in the theatre on the weekends.

Agenda 9:- Summer School Internship

Discussion:- It is discussed that as a part of Summer  
School Internship programme, students for Pro Technology  
got an opportunity for Summer school internship.

Resolution:- It is resolved to make the students aware  
about the Summer school internship programme.

Signature of the Members

- 1) N. Madh
- 2) J. Nagaraj
- 3) K. Puneeth

Signature (Hon)