

PROCEEDINGS OF THE PRINCIPAL(FAC), GDC, NARSAPUR  
MEDAK DISTRICT, TELANGANA

PRESENT: Shri M. VEERENDER, M.COM; NET; SLET

RC No. 177 /spl/2016

Dated: 09/08/2016

Sub: re-constitution of committee/club/cells/scheme for academic year 2016-17

OFFICE ORDER

Sl. No.	Committee/cell/club	Coordinator/convener/ Program officer
01	Prevention of Ragging Cell	1. D. Venkateshwar Rao, Chemistry (Convener) 2. M. Veerender, Commerce 3. Anand, History
02	Grievance Redressal Cell	D. Venkateshwar Rao, Chemistry
03	Physical Education	1) B. Raghavendra, English for BOYS 2) Neelima, Political Science for GIRLS
04	Library	Hemantha Kumar Chary, Maths
05	Audio and Video Aids	Sudha Rani, Physics
06	Career Guidance and Placement Cell	Anand Kumar, History
07	NSS	D. Venkateshwar Rao, Chemistry
08	Consumer Club	Smt. Prajwala, Economics
09	Women empowerment Cell	Sandhya, Telugu
10	Harivillu	Anand, History
11	Literary, social and cultural Club	1. B. Raghavendra, English 2. Sandhya Rani, Telugu
12	Income Tax	M. Veerender, Commerce
13	Alumni Association	Raghavendra, English
14	Haritha Haram & Eco Club	V. Murali, Botany
15	Academic Coordinator	Smt. Prajwala Economics.
16	Faculty Forum	Neelima, Political Science
17	RTI	Hemantha Kumar Chary, Maths as PIO, Venkatesham, Sr. Asst. as APIO, Principal as Appellate Authority
18	IQAC	D. Venkateshwar Rao, Chemistry
19	TSKC	Sudha rani, physics
20	Red Ribbon Club	V. Murali, Botany
21	Vice-Principal(I/C)	D. Venkateshwar Rao, Chemistry
22	Scholarship	4. B. Raghavendra, English for BCOM 5. Sandya rani, Telugu for BA 6. Murali, Botany for BSC
23	Health and hygiene	Lecturer in Zoology (Vacant)
24	Entrepreneurial Development Cell	M.Veerender.Commerce.
25	Furniture	B. Venkatesham, Jr. Asst
26	Stationery, locking of doors and almarahs, Water	Radhika, Office subordinate
27	Computer, Printer and its Accessories	Sudha Rani, physics
28	Heritage Club	P. Anand

The incumbents have to report the progress of their respective activities at every month staff meeting

M. Veerender  
PRINCIPAL(FAC)

Copy To all concerned individuals, the Commissioner, CCE, the RJDCE, warangal and Medak  
District ID College Principal

NARSAPUR, Dist Medak

Proceedings of the Principal, Government Degree College, Narsapur - Medak District

Present: Dr.P.Damodar, M.Sc., Ph.D.

Rc. No. AEC /2017

Dated 07-06-2017

The following Committees are hereby constituted for the Academic year 2017-18.

Sl. No	Committee	Name of the person	Department	Convenor/ Member	Signature
1	Academic & Examination Scholarships	Sri. D.Venkateshwer Rao Sri.M.Veerender Smt.T.Neelima Sri.V.Murali	Chemistry Commerce Pol Science Botany	Convenor Co Convenor Member Member	<i>[Signatures]</i>
2	Library (Dept Library is to be maintained by faculty)	Sri.P.Anand Smt.T.Neelima <i>Each Concerned Dept.</i>	History Pol Science	Convenor Member	<i>[Signatures]</i>
3	IQAC & TSKC	Sri.B. Raghavendra Smt.T.Prajwala Smt.C.Sudha Rani	English Economics Physics	Convenor Co Convenor Member	<i>[Signatures]</i>
4	Physical Education & NSS	Sri.P.Anand Smt.T.Neelima <i>B. Raghavendra</i>	<del>History</del> English Pol Science	Convenor Co Convenor	<i>[Signatures]</i>
5	Income Tax & Consumer Club	Sri.M.Veerender	Commerce	Convenor	<i>[Signature]</i>
6	Women Empowerment	Smt.T. Prajwala Smt.C.Sudha Rani	Economics Physics	Convenor Co Convenor	<i>[Signatures]</i>
7	Harivillu	Sri.B. Raghavendra Smt.T.Prajwala	English Economics	Convenor Co Convenor	<i>[Signatures]</i>
8	Health & Hygiene	Smt.T.Prajwala Sri.V.Murali	Economics Botany	Convenor Co Convenor	<i>[Signatures]</i>
9	Literary, Social & Cultural Club	Sri.P.Anand Sri.B. Raghavendra Sri.G.Vaikuntam Smt.I.Sandhya	History English Zoology Telugu	Convenor Co Convenor Member Member	<i>[Signatures]</i>
10	Haritaharam & Eco club	Sri.V.Murali	Botany	Convenor	<i>[Signature]</i>
11	Red Ribbon Club	Sri.G.Vaikuntam	Zoology	Convenor	<i>[Signature]</i>
12	Faculty forum	Sri.D.Venkateshwer Rao	Chemistry	Convenor	<i>[Signature]</i>
13	Computers & other Accessories	Sri.D.Venkateshwer Rao Smt.C.Sudha Rani	Chemistry Physics	Convenor Co Convenor	<i>[Signatures]</i>
14	RTI	Sri.D.Venkateshwer Rao Sri.V.Hemanth	Chemistry Maths	Convenor Co Convenor	<i>[Signatures]</i>
15	Prevention of Ragging	Sri.D.Venkateshwer Rao Sri. M.Veerender	Chemistry Commerce	Convenor	<i>[Signatures]</i>
16	Grievance Redressal	Sri.D.Venkateshwer Rao	Chemistry		<i>[Signature]</i>
17	Career Guidance Cell	Sri.P.Anand	History		<i>[Signature]</i>

*[Signature]*  
PRINCIPAL  
Govt. Degree College  
NARSAPUR, Dist. Medak

## STAFF MEETING

3

21-07-18

A meeting was held under the chairmanship of the college principal Dr. P. Damodar on 21-07-2018.

### Agenda

- (1) constitution of committees
- (2) conduct of Haritha Haram programme
- (3) Allotment of BRAOU study centre to this college.

Committees constituted for 2018-2019.

### ← Academic Year

#### 1. Academic & Examination Committee

Smt N. Mrudula - Telugu - Convener  
Dr. B. Chittaraya Rao - Zoology - Co. convener  
Smt A. Anasuya - Economics - Member

I & A - Dr. S. Vijaya - Botany - Convener  
Sri B. Raghavender - English - Co. convener  
Smt A. Anasuya - Economics - Member

Library - Smt. A. Anasuya - Economics - Convener  
Departmental Library is to be maintained by Faculty. All Staff.

TSKC - Sri B. Raghavender - English - Convener

#### Physical Education

Dr. B. Chittaraya Rao - Zoology

Sl. No	Committee	Staff member Name
01	Academic and Examinations	Smt. N. Moudula Dr. B. Chittaranjan Rao Smt. A. Anasuya -
02	Library (Departmental Library is to be maintained by concerned staff)	Smt. A. Anasuya - All Staff
03	IQAC & MHRD (All India Survey on Higher Education - AISHE)	Dr. S. Vijaya Sri. B. Raghavendra Smt. A. Anasuya -
04	Telangana Skill and Knowledge Centre	Sri. B. Raghavendra Dr. B. Chittaranjan Rao
05	Physical Education	Dr. B. Chittaranjan Rao Smt. T. Neelima
06	Income Tax and Consumers Club	Sri. B. Raghavendra
07	Women Empowerment & Internal Compliance Committee - ICC	Dr. S. Vijaya Smt. N. Moudula Smt. A. Anasuya -
		* Students Representatives B. Rajika G. Anusha U. Mamatha

Department	Signature
Telugu Co-ordinator Zoology Co-ordinator Economics Member	 U. Mamatha
Economics Convener Members	
Botany Co-ordinator English Co-ordinator Economics Member	 B. Rajika
English Convener Etc Physics Member	
Zoology Men Convener Pol. Science Women Convener	 B. Rajika
English Convener Etc Commerce	 B. Rajika
Botany Telugu Economics	 N. Hrudal
B. Rajika (9705548602) G. Anusha (9705716094) U. Mamatha [7035300731]	



17 Prevention of Ragging  
Dr. B. Chittarajan Rao  
Smt. N. Mondula  
V. Hemanth Kumar Chary

Zoology  
Telugu  
Mathematics  
Convener  
Co-Convener  
Member

N. Mondula  
Randy

18 Grievance Redressal  
Dr. B. Chittarajan Rao  
Smt. A. Anasuya - A

Zoology  
Economics  
Convener  
Member

N. Mondula  
Randy

19 Career Guidance cell  
Sri B. Raghavender  
Dr. B. Chittarajan Rao

English  
Zoology  
Convener  
Co-Convener

N. Mondula  
Randy

20 N. S. S  
Smt. N. Mondula  
Dr. B. Chittarajan Rao

Telugu  
Zoology  
Co-ordinator  
Co-ordinator

N. Mondula  
Randy

21 NAAC  
Dr. S. Vijaya  
Sri B. Raghavender

Biology  
English  
Convener  
Member

N. Mondula  
Randy

22 Photos, Media  
Press Coverage  
Smt. N. Mondula  
Sri V. Hemanth Kumar Chary

Telugu  
Mathematics  
Convener  
Member

N. Mondula  
Randy

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The following Committees

constituted for the Academic Year 2019-20

Sl No	Committee	Name	Dept	Appointed as	Remarks	Signature
01	Academic and Examinations	Dr. N. Myrshulu Dr. B. Chittirajam Rao	Telugu Dept Zoology Dept	Co-ordinator Co-ordinator		N. Myrshulu B. Chittirajam Rao
02	Admission & Transfer	Dr. V. Hemant Kumar Chary Dr. S. Vijaya Smt T. Meelina	Maths Dept Botany Dept Pol Science Dept	Member Member Member		V. Hemant Kumar Chary S. Vijaya T. Meelina
03	NAAAC IQAC MHRD All India Survey on Higher Edu - AISHE	Dr. B. Chittirajam Rao Dr. S. Vijaya Dr. B. Raghavendra	Zoology Dept Botany Dept English Dept	Co-ordinator Co-ordinator web co-ordinator		B. Chittirajam Rao S. Vijaya B. Raghavendra
03	Telugu Skill and Knowledge Centre & English Language Lab	Dr. B. Raghavendra Dr. B. Chittirajam Rao	English Dept E/o Physics Dept	Coordinator Member		B. Raghavendra B. Chittirajam Rao
04	Income Tax and Consumer Club	Dr. B. Raghavendra Dr. B. Chittirajam Rao	English Dept Zoology Dept			B. Raghavendra B. Chittirajam Rao
05	Women Empowerment & Internal Compliance Committee - ICC	Dr. S. Vijaya Dr. N. Myrshulu Smt A. Anasuya	Botany Dept Telugu Dept Economic Dept			S. Vijaya N. Myrshulu A. Anasuya
		Students Representative				

6	Haritharam & Eco club	Dr. S. Vijaya Dr. N. Moudula
7	Health & Hygiene	Dr. B. Chittaranjan Rao Smt. T. Neelima
8	Harivilla Literary, Social and Cultural club	Dr. N. Moudula Sri. B. Raghavendra Smt. T. Neelima
9	Library (Every Department should maintain Departmental Library)	Smt. A. Anasuya All Staff Dr. N. Moudula Dr. S. Vijaya Dr. B. Chittaranjan Rao Sri. B. Raghavendra Smt. T. Neelima Sri. V. Hemant Kumar Chary

	Botany Dept Telugu Dept	<sup>for</sup> N. Moudula
	Zoology Dept Pol. Sc. Dept	it Red
	Telugu Dept English Dept Pol. Sc. Dept	N. Moudula B. R. S. Red
	Economics Dept Members Telugu Dept Botany Dept Zoology Dept English Dept Pol. Science Dept Maths Dept	N. Moudula <sup>for</sup> it B. R. S. Red Red



10 Time table & Attendance &  
Physical Education

Dr. N. Moudula  
Dr. B. Chittaranjan Rao  
Smt. T. Neelima

Telugu Dept  
Zoology Dept  
Pol Sci Dept

11 Red Ribbon club

Dr. B. Chittaranjan Rao

Zoology Dept

12 Prevention of Ragging &  
Discipline Committee

Dr. B. Chittaranjan Rao  
Dr. N. Moudula  
Sri V. Hemarath Kumar Chary  
- All Staff members

Zoology Dept  
Telugu Dept  
Maths Dept

13 Faculty forum  
Staff Council & Clubs

Sri B. Raghavendra  
Dr. S. Vijaya

English Dept  
Botany Dept

14 Dr. B. R. Ambedkar O.U.

Sri B. Raghavendra

English Dept

15 Grievance Redressal

Dr. B. Chittaranjan Rao  
Smt. A. Anasuraja

N. Moudula  
W

B. S.

W

W  
N. Moudula  
B. S.

B. S.  
B. S.

B. S.

W

16 Career Guidance Cell	Sri B. Raghavendra Dr. B. Chittaranjan Rao	English Dept Zoology Dept	B.R.R. R
17 NAA C Rusa	Dr. B. Chittaranjan Rao		R
18 Computers and other Accessories	Sri B. Raghavendra	English Dept	B.R.R.
19 RTI	Dr. N. Mondula Dr. B. Chittaranjan Rao Sri V. Hemant Kumar Chary Sri T. Neelima		N. Mondula R <del>R</del> R. d.
20 Photos Media Press coverage	Dr. N. Mondula Sri V. Hemant Kumar Chary	Telugu Dept Maths Dept	N. Mondula <del>R</del>
21 Science Labs	Dr. S. Vijaya Dr. B. Chittaranjan Rao (Sri Ravi Kumar)	Botany Dept Zoology Dept Chemistry Dept	Convener  R R

22 Extension activities  
 &  
 Scholarships  
 Dr. N. Mondula  
 Sri B. Raghavendra  
 Dr. S. Vijaya  
 Smt. A. Anasuya

23 Parents and Teachers &  
 Alumni  
 Dr. N. Mondula  
 Dr. S. Vijaya  
 Smt. A. Anasuya  
 Smt. T. Neelima

24 Purchasing Committee  
 Dr. N. Mondula  
 Dr. S. Vijaya  
 Dr. B. Chittaranjan Rao  
 Sri B. Raghavendra  
 Smt. A. Anasuya

25 Placement Committee  
 Dr. B. Raghavendra

26 Swachha Bharath  
 Swachha Telangana  
 Swachha College

Dr. N. Mondula

Telugu Dept  
 English Dept  
 Botany Dept  
 Economics Dept

Telugu Dept  
 Botany Dept  
 Economics Dept  
 Pol. Sc. Dept

Telugu Dept  
 Botany Dept  
 Zoology Dept  
 English Dept  
 Economics Dept

English Dept

Telugu Dept

N. Mondula  
 B. Raghavendra  
 Smt. T. Neelima

N. Mondula  
 Smt. T. Neelima

Dr. B.

N. Mondula  
 Smt. T. Neelima  
 B. Raghavendra

B. Raghavendra

N. Mondula

17/6/2019