



## **Sri Venkateshwara Government Arts and Science College**

**Affiliated to Palamuru University, Accredited with NAAC “B” Grade**

Recognised by UGC under sections 2 (f) and 12 (b) of UGC act 1956  
Palem-509215, Nagarkurnool District. Email id: [palem.gdc@gmail.com](mailto:palem.gdc@gmail.com)

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**6.2.2: The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.,**

- *The Commissioner of Collegiate Education, Telangana State is the administrative appear head of all the Degree Colleges in the State. The Commissioner oversees the performance of the staff, implementation of the policy of the government on education, and appointment and transfers of the staff in the state.*
- *He also monitors and guides the institutions to ensure better delivery of services.*
- *The Commissioner is assisted by the Joint Director who in turn is assisted by two Regional Joint Directors who implement the orders of the Commissioner and acts as a mediator between the Commissionerate and the institutions.*

**1. Principal:** *The principal is a leader of the college has all the executive powers to manage the institution.*

*The Principal is the head of the institution for both academic and administrative wings. He/she constantly and continuously monitors the academic activity in the institution in compliance with the orders*

*of the Commissioner. He/she also looks after the financial matters of the institution.*

**2. Staff Council:** *It consists of HODs of all the Departments of the College. The academic wing consists of the Heads of Departments and the members of faculty while the administrative wing consists of a Senior Assistant and Junior Assistants, Store Keeper, typists, Record assistants/ Herbarium Keeper, and Office Subordinates. The Senior Assistant is the in-charge of the ministerial staff. He/she is supported by Junior Assistants in preparing salary bills, scholarship accounts, and other expenditures. The records related to admissions and issue of Transfer Certificates are maintained by the Junior Assistant. The ministerial staff extends their support with regard to all the administrative matters. On the other hand, the academic matters are prescribed and governed by the affiliating university, i.e. Palamuru University, Mahabub Nagar. The syllabi of the courses offered are designed and prescribed by the university. The university releases the almanac for the year at the beginning of the academic year which prescribes a tentative schedule for days of instruction, dates of examinations, both for internal and Semester*

end as well as vacations. The entire process of examination, evaluation, and certification is carried out by the university.

### **3. Committees :**

- Admission Committee (DOST)
- RUSA Committee
- AISHE Committee
- IQAC Committee
- UGC Committee
- Library Committee

The organizational structure of the College is planned according to the guidelines of the Council of Higher Education, Hyderabad, Telangana Government.

Academic planning and execution for the college it has been mooted by the Principal, Vice Principal, Academic Coordinator, IQAC, and the HODs of the different Departments.

Different Academic plans are executed through the HODs and Conveners of the various committees in the college.


The organizational structure of the institution consists of the Principal, Staff Council, Academic and Administrative units

There are four main units in the college under which the various committees are constituted for the smooth and **effective functioning of the college.**

I. Academic Committees:

II. Administrative Committees:

III. Fund Mobilisation & Utilisation Committees

  
**PRINCIPAL**  
**S.V. Govt. Degree College**  
**PALEM-509 215.**  
**Dist: Nagarkurnool, (T.S.)**