

SMGG/30th Governing Body/2021-22/01

Date:20-07-2021

To

The Members of Governing Body SMGG, Chebrolu(V&M),  
Guntur (Dt).

Sir,

Sub: 30th Governing Body Meeting of SMGG on 31st July 2021.

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This is to bring to your kind notice that the '30th Governing Body' meeting of SMGG has been fixed at 11:00 AM on Saturday, the 31st July 2021 in the Conference Hall of the college. Agenda for the meeting is given below:

**AGENDA:**

1. The Institute's Action Plan for Academic Activities.
2. Approval for increase/decrease of intake for various programs offered by the Institute.
3. Approval of Budget for The Academic Year 2021-22.
4. Internal Academic Audit for Quality enhancement.
5. Internal Financial Auditing.
6. Institutional Committee Approval for 2021–22 Academic Year.
7. Confirmation of the IQAC meeting minutes.
8. Authorization to Principal for recruiting Office Staff, Teaching staff against the sanctioned strength and also staff for the Examination Cell.
9. Review and Approval of Performance appraisal report of Faculties submitted by Principal.
10. Approval of feedback reports (Previous A Y) on Curriculum by Stake Holders and Faculties by students and give approval for continuation.
11. Approval for augmentation of Academic and Physical Facilities.
12. Any other Matter with The Permission of The Chair.

You are requested to kindly make it convenient to attend the meeting. Please let us know your travel plans so as to enable us to make the necessary arrangements at our end.

With regards,

Yours truly, (Dr. B. Penchaliah)

Copy to:1. All the members of the Governing Body and File

**30<sup>th</sup> Meeting - 31<sup>st</sup> July 2021**

**MINUTES OF THE 30<sup>th</sup> MEETING OF THE GOVERNING BODY OF ST.  
MARY'S GROUP OF INSTITUTIONS GUNTUR**

The 30<sup>th</sup> MEETING OF THE GOVERNING BODY was held on 31st July 2021 at 11.00 AM at the college premises.

**MEMBERS PRESENT**

1. Dr. Rev. K.V.K Rao, Hon. Chairman & Correspondent
2. Smt K.V.N.V Bharathi Devi, Hon. President
3. Mr. Joseph Sri harsh Shashank, Hon. Secretary
4. Dr. B. Penchalaiah, Principal
5. Dr. P. Venkateswara Rao, Prof.& Principal, Pharmacy
6. Mr. Y.Raghava, Campus In charge
7. Dr. S Apparao, Prof.& Director
8. Dr. S.S.N Anjaneyulu, Assoc. Prof. & HOD-CSE

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Facilities by students and give approval for continuation.

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12. Any other Matter with The Permission of The Chair.

Dr. Rev K.V.K. Rao, Hon. Chairman & Correspondent presided over the 30<sup>th</sup> meeting of the Governing Body. He welcomed the members for discussing the agenda of the meeting and other various important aspects. The items in the agenda were taken for discussion one by one; the general body has passed the following resolutions unanimously

**1. 1. RESOLVED**

After receiving academic action plan of each department, the principal proposes a consolidated academic action plan for academic activities. The AAP has been approved for the current academic year 2021–22, and the principal has been asked to implement it exactly as planned.

**2. RESOLVED**

Following a discussion of the resources for the effective implementation of academic activities and the plan of action for the Institute's future growth, approval was granted for the proposed augmentation of Labs and as per the deficiency report given by AICTE and affiliating University.

**3. RESOLVED**

The Principal's proposed budget for the academic year 2021–22 was reviewed and approved with minor modifications, such as the Principal and HOD's having the financial authority to approve up to Rs10,000 and Rs5,000/- respectively for the purpose of conducting conferences, workshops, seminars, and value-added courses. Also, an amount up to Rs5000/- and Rs2500/- can be approved by the Principal and HOD's, respectively for conducting extension/outreach activities.

**4. RESOLVED**

The principal presented the summary of the IQAC's feedback reports for the previous semester and the individual department academic audits. The principal was granted the

authority to take the required steps to improve the feedback report rating.

**5. RESOLVED**

The Internal Financial Committee's audited report conducted and prepared by the Head Office was discussed and approved.

**6. RESOLVED**

For the academic year 2019–20, the institutional committees proposed by the principal have been approved. A few small recommendations were suggested by the members.

**7. RESOLVED**

The MOM of the previous IQAC meeting were discussed and approved. Also after a comprehensive discussion, the action taken reports on curriculum feedback that the principal had presented were approved for the AY 2020-21.

**8. RESOLVED**

Sanctioned 03 Nos of posts as requested by the Principal according to curriculum requirements.

**9. RESOLVED**

The Performance Appraisal reports of all the faculty were submitted by the Principal. The Performance Appraisal reports of Teaching staff, consists of Explanation Letters incase of poor feedback and less than the cutoff pass percentage approved, in the respective subject taught by the Teaching staff, were discussed and requested the principal to prepare report for providing the increments in this Academic Year to the eligible Teaching staff.

**10. Any other item**

The following initiatives have also been put up by the members to improve Academic Environment at SMGG.:

- a) For all departments, aim for a pass rate of at least 70%.
- b) All steps necessary to enhance placements the next year.
- c) Increase the consultancy activities.
- d) Approval and renewal of Institute office software