

St. Joseph's College of Education for Women

Opp. Sambasivapet 2nd Line, Naaz Center, GUNTUR, A.P., INDIA.
(Under the Management of Society of Jesus Mary & Joseph)



6.2.4

EFFECTIVENESS OF VARIOUS BODIES/CELLS/COMMITTEES THROUGH MINUTES OF MEETINGS

MINUTES OF THE MEETING OF GOVERNING BODY:

MINUTES OF THE GOVERNING BODY MEETING
OF ST. JOSEPH'S COLLEGE OF EDUCATION FOR WOMEN (AUTONOMOUS)
GUNTUR

2019.

The Governing Body meeting of St. Joseph's College of Education for Women Guntur, took place on 19th September 2019 in the Board Room in the College premises. The following members were present for the meeting which began at 4 P.M.

SNO	NAME OF THE MEMBER	DEFINITION	SIGNATURE
1	REV. SR. TRESA J.V.M	PROVINCIAL SUPERIOR - EX OFFICIO - PRESIDENT	x Sv. Tresa
2	DR. T. SWARUPA RANI	PRINCIPAL - VICE-PRESIDENT	T. Swaruparani
3	DR. SR. G. THERESAMMA	CORRESPONDENT - MEMBER	Dr. Sr. Theresamma
4	SR. P. SANTHA KUMARI	PROVINCIAL COUNCILOR - MEMBER	x Sr. Santha
5	SR. Y. RAJAKUMARI	SUPERIOR - HOLY ROSARY CONVENT - MEMBER	x S. Rajakumari
6	MRS. V. BHULAKSHI	PRINCIPAL, I/c ST. JOSEPH'S DEED COLLEGE - MEMBER	V. Bhulakshi
7	SR. SHINY . J.K.P	PRINCIPAL, JMC COLLEGE, JENALI, MEMBER	Sr. Shiny
8	SR. SHONILU . K	HEADMISTRESS, ST. JOSEPH'S SCHOOL, MEMBER	Sr. Shoniluk
9	SR. SUNDARI RANI P	PROVINCIAL PROCURATOR - MEMBER	x ABSENT.
10	DR. B. SRILATHA	LECTURER - SECRETARY.	B. S. Latha
11	SR. METILDA SUSAI	OFFICE MANAGER - MEMBER	Sr. Metilda

The meeting began with an invocation by Rev. Sr. Rajakumari. Sr. G. Theresamma, the Correspondent of the College, welcomed the members of the Governing Body and thanked them for their presence and their contributions for supporting the institution. She then introduced Sr. Tresa, the President of the I.M.J Educational institutions, Guntur province and Sr. Santhakumari, P the Incharge Counselor of Education Sector and welcomed them with saplings.

Sr. G. Theresamma requested Sr. Tresa, president of Governing Body to lead the proceedings of the meeting.

In the introductory remarks Sr. Tresa, the provincial Animator, greeted all the members and asked every member to cooperate with the Management and

Spread the fragrance of Truth, Goodness and Beauty through the vision and mission of our institution. She then asked to look into Agenda:

Agenda:

- > Prayer
- > Welcoming the Members
- > presidential Address
- > presentation of the Minutes of the previous Governing Body meeting
- > Change of Members of Governing Body
- > New Appointments and Retirements
- > Reports of the Academic year (M.Ed, B.Ed & D.Ed)
- > Hostel Information
- > Financial Reports - M.Ed, B.Ed & D.Ed
- > Conversion of Telugu Medium to English Medium for B.Ed Course
- > Future plans
 - 1) Enhancing the Competency of the students & staff
 - 2) Mini Research projects
 - 3) Staff Minors and Major Research projects and proposals for the National Seminars
 - 4) Community Related work
 - 5) Diploma in preprimary Education - 6 Months Course
 - 6) Special B.Ed Course
 - 7) Integrated Course - Elementary / Secondary
 - 8) Promotions of the Non-teaching staff
- > Any other points
- > Vote of Thanks
- > closing prayer

Dr. B. Srilatha presented the minutes of the previous Governing Body meeting. After presentation the president asked the members to go through the minutes line by line for the clarification of doubts. The minutes were passed by Dr. T.R. priyadarshini and are seconded by

SR. Shiny KP.

Sr. G. Theresamma Informed about the change of members of the Governing Body. SR. Showzeelu.K, the Educational Councilor has been replaced by SR. P. Santha Kumari. SR. Roseline A, Headmistress of the Model school is replaced by SR. Showzeelu.K. P. Santha Kumari, Superior, Holy Rosary Convent is replaced by SR. Y. Rajakumari. SR. Chandra, the principal of D.Ed College is replaced by Mrs. V. Bhulakshmi as principal, incharge. Sr. Grace is replaced by SR. Metilda as the office Manager.

Dr. T. Swarnaparni Informed about the appointments and retirements of the following staff.

- > promotion of Dr. T. Swarnaparni, as principal is approved by the Govt. of Andhra Pradesh in August 2018.
- > Miss P. Margaret Mary, Jr. Assistant, Aided non-Teaching Staff, Retired in August 2018
- > Mrs. T. Subhashini, is appointed as an Assistant professor in M.Ed Department on a regular basis.
- > SR. K. Aruna Jyothi is appointed as a lecturer in physical science in the B.Ed Department on a regular basis.
- > Mrs. N. Divya Theja is appointed as a lecturer in perspectives in Education in the B.Ed. Department.
- > Dr. G. Rajeswari, Deputed Faculty member from M.R. College Vijaya Nagarava is going to retire on 30.9.2018.
- > SR. Bhagyamma D. Faculty in B.Ed Department is relieved and appointed in the D.Ed, Department on 24.08.2019
- > Mrs. V. Bhulakshmi The principal incharge of D.Ed Department on 24.08.2019 informed
- > the members about the approval posts of

Sr. D. Bhagyamma as lecturer in Foundation, Sr. Mangala - Mary L, as a lecturer in Fine Arts and Mr. Johnchinda as lecturer in physical Education) 24.8.2019

Dr. T. Swarnpa Rani and Mrs. V. Bhukshini presented brief Academic Reports of M.Ed, B.Ed and D.Ed through powerpoint presentations. Sr. Shiny KP appreciated the staff and students who got the awards. Sr. Showreluk appreciated the college library and staff members for getting the Best library Award for the year 2018 given by Acharya Nagarjuna University. Financial report and Hostel information was given by Sr. Metilda.

After the power point presentation of the Academic Reports, Sr. Teresa, provincial Superior made a few remarks.

- > She applauded the Management and staff for encouraging the students in the enhancement of quality in Education.
- > Congratulated the staff Dr. B. Sri Lakshmi, Dr. J.R. Priyadarshini, Dr. T. Swarnpalkani for getting the Best Teacher Awards from different organizations.
- > Congratulated the staff members Dr. T. Swarnpalkani, Dr. C. Grace Indira, Dr. J.R. Priyadarshini, Dr. B. Sri Lakshmi for Undertaking Major and Minor Research projects.
- > Sister appreciated the Certificate Courses and Non-Course papers that would be starting in the next academic year 2020-2021; particularly the certificate course Early Childhood Education and Hoops.
- > She appreciated the different awareness programmes, guest lectures and extension activities that are conducted in the college for the all round development of the students.
- > She applauded Sr. Metilda for presenting

The financial Report.

Sr. V. Rajakumari proposed to go for Conversion of the Telugu to English Medium of the D.Ed Course as English Medium is in demand of the public. The members agreed up on the proposal and ask to proceed to get Conversion of medium. The Future plans of the College on a road map were presented by Dr. T. Swarnapalani regarding the Research project proposals, and Community related work. She also asked the members regarding the promotions of non-teaching staff. Dr. Sr. G. Thevasamma, Correspondent of the College, said that it would be decided after consultation with the Higher education Department.

Sr. Shiny K.P. Sr. Showseelak and Sr. Santhakumari.P, appreciated the work of staff their dedication and Commitment for the progress of the College.

Sr. Tresa, the president in her Concluding remarks highlighted the great Contribution of the staff in training and nurturing the teachers with knowledge and Integrity. She said that this is only possible with the presence of the Holy spirit and the fruits of the Holy spirit Love, Joy, and Service, being motto of our college. She advised the staff to continue with the same spirit for the growth and development of the college. A Vote of Thanks was proposed by Dr. T. Swarnapalani. The meeting ended after a fruitful discussion of the agenda points with a closing prayer by Dr. B. Sridatha.

B. Sridatha
Secretary

x Sr. Tresa
president

Minutes of the Governing Body Meeting of
St. Joseph's College of Education for Women, Gurur
2022

The Governing Body Meeting of St. Joseph's College of Education for Women, Gurur held on 10th February, 2022 at 12:00 P.M. in the Board room in the college premises. The following were the members:

Sr.No	Name of the Member	Designation	Signature
1.	Rev. Sr. Tresa K.V.M.	Provincial Superior Ex-officio - PRESIDENT	Sr. Tresa
2.	Dr. T. Swasupa Rani	Principal - Vice Princi	T. Swasupa Rani
3.	Dr. Sr. G. Theresamma	Correspondent	Sr. G. Theresamma
4.	Dr. Sr. P. Santha kumari	Provincial Councilor	Sr. Santha
5.	Sr. Y. Raja Kumar	Superior - Holy Rosary convent.	Sr. Raja Kumar
6.	Sr. Bhagya Sree	Principal - St. Joseph's D.Ed. collg.	Sr. Bhagya Sree
7.	Sr. Shiny K.P	Principal, J.M.T. collg.	Sr. Shiny
8.	Sr. Stacy Francis. ch	Head Mistress, St. Joseph's High school.	ABSENT
9.	Sr. Pooja Anthony. P.	Provincial Procurement	Sr. Pooja Anthony
10.	Dr. B. Sailatha	Lecturer, Secretary	B. S. Sailatha
11.	Sr. Metilda Susai	Office Manager	Sr. Metilda

The meeting began with an invocation by Rev. Sr. Metilda Susai with God's blessings.

Dr. Sr. G. Theresamma, the correspondent of the college welcomed the members of the Governing Body and thanked them for their presence and supporting the institution by their contribution.

Sr. G. Theresamma requested Sr. Tresa K.V.M. the President of Governing Body to lead the proceedings of the meeting.

In the introductory remarks Sr. Treva, Provincial Superior greeted all the members and asked every member to co-operate with the Management and spread the fragrance of truth, goodness and beauty through the vision and mission of our institution. She then asked the members to look into the Agenda:

- Prayer
- Welcoming the members
- Change of the member in the Governing Body Meeting.
- Presentation of the Minutes of the previous Governing Body Meeting.
- A brief review of the Academic Year 2019-20 and 2021-22 (B.Ed & M.Ed course)
- Information about the institution.
 - Autonomous status & Financial Assistance
 - University stream
 - Controller of Examination
 - D.Ed Course
- Hostel details from 2019-21
- Presentation of the Annual Accounts 2019-21
- Future Plans
 - 1) Integrated Course in Education -
3 Yr (B.Ed & M.Ed) and 4 Yr (BA/BSc & BEd)
Land Registration & Tax Payment
ECCE certificate course (IGNOU/SCERT)
 - 2) NAAC III cycle & Autonomous status
- Any other points
- Vote of thanks
- Closing Prayer.

Dr. B. Srilatha presented the Minutes of the previous Governing Body Meeting held

on 19th September 2019 at 4 PM. After the presentation, the president asked the members to go through the minutes line by line for clarification of doubts. The minutes were passed by Sr. Shiny K.P. and Sr. Santha Kumari seconded it by.

Prof. T. Swaseupa Rani informed about the change of the members of the Governing Body.

- 1) Sr. ShowSilu K. is replaced by Sr. Sincy.
- 2) Sr. Sundari Rani P. is replaced by Sr. Rosy Antony.

Prof. T. Swaseupa Rani and Sr. Bhagya Sri presented the 3 years Academic Reports (2019-20, 2020-21 and 2021-22) of B.Ed, M.Ed & D.Ed, through power point presentations.

Prof. T. Swaseupa Rani informed the members about the Autonomous Status & Financial Assistance from UAC. Since, the NAAC was banned and disaction of the Accreditation by 2017, the Autonomous status & Financial Assistance was stopped and need to follow the academece under University stream. She expressed her gratitude on behalf of the institution to Dr. Vijaya Bhavathi, the Controller of Examination who tirelessly accepted and did her best in conducting the Examinations.

Sr. Bhagya Sri presented in detail about the functioning of the D.Ed course. It was de-recognised by NCTE due to intake of admission to management quota in 2018, but the admissions were done in 2019 which were later shifted to other colleges.

All the members felt sorry for the act being done by the NCTE and government.

Sr. Metilda read out the finances - Fee Structure and financial report of the year 2020. It was suggested to present in detail about the income and Expenses of the college and to mention about the scholarship details.

Sr. Metilda gave in detail about the strength and fee particulars of the hostel. Sr. Sontha Kumari asked about the daily base fee collection for those who stay for a few days. To that, Sr. Metilda said that Rs. 200/- would be collected for our students and Rs. 300/- per day for outsiders.

Prof. T. Swasupa Ravi placed before the Body about the need to think of the future of the Institution as NEP 2020 would be implemented by the Government and as our college is standalone college. She proposed the following:

- A) Integrated course in education:-
3 yrs (B.Ed & M.Ed) and
4 yrs (B.A/B.Sc & B.Ed) for which the Land Registration & Tax payment are necessary.
- B) NAAC - III cycle & Autonomous Status:-
To prepare for NAAC 3rd cycle with new criteria by 2023.
- C) ECCE certificate course (IGNOU/SCERT):-

To introduce ECCE certificate course which are recognized by IGNOU & SCERT.

After the presentation of the Reports, Sr. Tresa KVM, Provincial Superior, made a few remarks as follows:

- She appreciated the management and staff for encouraging the students in enhancement of strength and quality in education even in pandemic session.
- She congratulated Dr. B. Ssilatha for being appointed as the chairperson, BOS, ANU.
- She admired the staff for getting away from various organizations.
- She appreciated the institution for the introduction of certificate course.
- She praised the staff for their research guidance to the scholar in the university.
- She appreciated the different awareness programmes, guest lectures and extension activities that are conducted in the college for the allround development of the student.
- She admired all the staff members for their participation and paper presentations in different seminars and workshops and said, "When Staff Shines - College will Shine".

- She advised for more development in the staff academic profile particularly unaided staff by motivating and encouraging them in all ways.

- She advised to prepare a clear platform for NAAC preparation (for Grade A++) and Autonomous status re-establishment.

- Sr. Tresa advised for the raise in the hostel fee for the outsiders.

- She suggested to prepare the financial report in a detailed way including the scholarships.

Sr. Tresa KVH invited the members to share their opinion and observations of this institution.

- Sr. Shiny, Sr. Santha, Sr. Rosy Anthony, Sr. Mary George appreciated and praised the staff and the institution for all the activities for the development of the institution.

- Sr. Shiny advised to publish staff research articles in "SCOPUS" "UGC CARE LIST" and "HEBO SCIENCE" reputed journals.

- Sr. Santha Kumasi advised for the contribution of 50% registration fee from the institution for the unaided staff to attend the seminars.

- Sr. Santha Kumasi appreciated the institution for the introduction of Non-core papers and

Moocs which are related to life.

• Sr. Mercy Gedge recognized and acknowledged that "wealth of the knowledge is flowing in this college" by appreciating all the activities of the college.

• Sr. Santha Kumasi suggested to go for integrated courses in Education i.e.

3 Years (B.Ed & M.Ed)

4 Years (B.A/B.Sc & B.Ed)

Sr. Tresa, the President of the meeting in her concluding remarks highlighted the great contribution of the staff in training and nurturing the teacher with knowledge and integrity. She said that this is only possible with the presence of the Holy Spirit. She advised the staff to continue with the same spirit for the growth and development of the college.

Note of thanks was proposed by Dr. B. Srilatha. The meeting ended after a fruitful discussion of the agenda points with a closing prayer by Sr. Raja Kumasi.

B. S. Lall.
SECRETARY.

J. Sreedhar
PRESIDENT.

Minutes of the Governing Body Meeting of
St. Joseph's College of Education for Women, Guntur
2022

The Governing Body Meeting of St. Joseph's college of Education for women, Guntur, held on 25 August, 2022 at 2:30 PM in the board room of the college premises. The following members were present for the meeting.

Sl.No	Name of the Member	Designation	Signature
1	Sr. Tresa KVM	Provincial Superior ^{Ex-officio} President	Sr. Tresa
2	Prof. T. Swasupa Ravi	Principal - vice President	T. Swasupa Ravi
3	Dr. Sr. G. Theresamma	Correspondent	Sr. G. Theresamma
4	Sr. P. Santha Kumari	Provincial Councilor	Sr. Santha
5	Sr. Kasoline. C	Superior, Holy Rosary ^{Community}	Sr. Kasoline
6	Sr. D. Bhagya Sree	Principal, D.F.I	Sr. Bhagya Sree
7	Sr. Shiny. K.P	Principal, T.M.T, Tenali	Sr. Shiny
8	Sr. A. Roselin	Administratal	Sr. A. Roselin
9	Sr. Sincy @ Francis ch	Principal, St. Joseph's ^{High school}	Sr. Sincy
10	Sr. Rosy Anthony	Provincial Procurator	ABSENT
11	Dr. B. Sailatha	Lecturer, Secretary	Dr. B. Sailatha

The meeting began with an invocation by Rev. Sr. Roselin. A for God's choicest blessings.

Dr. Sr. G. Theresamma, the correspondent welcomed all the members of the Governing Body Meeting and thanked everyone for their presence and support offered to the institution by their involvement and she requested Sr. Tresa, the president of the Governing Body to lead the proceedings of the meeting.

In the introductory remarks Sr. Tresa the Provincial Superior greeted all the members, acknowledged the contribution of all and asked everyone to co-operate with the management with the same spirit in the days to come by giving valuable suggestions for the upliftment in fulfilling the vision and mission of our institution. She then asked to look into the Agenda.

- Prayer
- Words of Welcome
- Change of the Governing Body Members
- Presentation of the minutes of previous meeting
- Update of the academic year 2022-24 and annual accounts
- Information about Hostel
- Future Plans
- Any other points
- Vote of Thanks
- Closing Prayer.

1. Presentation of the minutes of the previous Governing Body Meeting:

Dr. B. Srilatha the Secretary read out the minutes of the previous meeting. After her presentation, Sr. Tresa.K. called out for further clarifications if any. Prof. T. Swasupa Rani, the Principal expressed that, as the previous meeting was held in February, most of our discussions need to be implemented in the future, so not many clarifications. Everything is being recorded well. Then, Sr. Santha.P. proposed the minutes to be passed and Sr. Bhagya Sri. seconded it.

2. Change of the Governing Body Members;

The President Sr. Teresa K. sought for the information of change of the members in the governing body. Prof. T. Swasupa Rani gave the following in sequence.

1. Sr. Raja Kumari Yesuva is replaced by Sr. Roselin Azulandu and
2. Sr. Melida Sorsai is replaced by Sr. Kasolin Cyril Fernando

3. Updating the Academic Report of the Year 2022.

Prof. T. Swasupa Rani presented the college reports in the form of power point presentation adding up the activities of B.Ed and M.Ed courses conducted, to the report presented on 10th Feb 2022.

Sr. Teresa congratulated the faculty for keeping abreast the system, the good result achieved, conducting all the programmes regularly, despite the current challenges faced. She appreciated the management and the staff for ---

- being selected for awards from various organisations
- introducing MOOCs online courses for B.Ed and M.Ed students
- Research guidance to the scholars of Acharya Nagarjuna University.
- Organising different programmes in the college like Health camps, Awareness Programmes, guest lectures, workshops and extension activities for all round development of the students.
- Participating and presenting papers in different seminars and workshops at national and international level.

She advised --

- the unaided staff to improve their academic profile by presenting the research articles and paper presentations.
- to utilize properly the infra structure of the institution.

She inquired about the orientation to NAAC given to the faculty members by Fr. Toji Reddy Prof. T. Swasupe Rani said that we need to prepare for the NAAC, but things are obscure yet.

Sr. Tresa K. asked to follow the guidelines of the UGC and University and try to keep atleast the standard of the institution. Sister congratulated Sr. Tresa G. the correspondent and the entire faculty for completing 75 years of college inception, celebrating Semi sesquicentennial Jubilee and Sr. Roselin. A explained that, given to the financial constraints of the college, we did not go in a grand scale for the celebration.

Sr. Roselin presented the fee structure and financial position of the college.

4. Information about the Hostel:

Sr. Bhagya Sri shared about number of inmates in the hostel and the fluctuation of the students coming and going. We have the accommodation for almost 200 students but at present there are below 100. The B.Ed students are only 11, and others are non-B.Eds. She also expressed her concern in maintaining the infrastructure and a lot of repairs to be attended. Everyone agreed upon her apprehension.

and discussed in detail the current situation outside.

5. Future Plans:

Prof. T. Swasupa Rani shared with the house about the future plan of the institution. She proposed the following and a lengthy discussion was done on each of them.

- NAAC III cycle
- ECCE Certificate courses
- IGNOU (M.A. Education, B.Ed.)

6. Any other Points:

Sr. Treva. k. invited the members to share their opinion and observations of this institution. Sr. Santha appreciated and acknowledged the services of the staff and the institution for all the activities and developments taking place and organizing various programmes for the all round development of the students. She requested the staff to enhance the enrolment of the students, without which we can't run the institution effectively. She expressed great appreciation for the Moocs online courses the dire need of the hour.

Sr. Rosy Anthony conveyed her admiration and encouraged all the faculty members to look out for the sustainability of the institution otherwise in a long run we may need to close the institution.

Sr. Shiny while expressing her appreciation to all the staff for their academic profile and the activities organised in the institution advised the

Staff to publish the rised research projects in a reputed journal.

Sr. Sincy expressed her great admiration for its performance and exhibited her concern for its growth and development and assured her co-operation in the days to come.


Sr. Tresa K. in her concluding remarks thanked Sr. Tresa Gade for her continuous guidance, countless efforts she puts in all matters of the college. Sister also appreciated Srs. Roselin and Karolin and wished all the best and assured her constant support and guidance. She once again highlighted the major contributions of the staff in training and motivating the future teachers with practical knowledge to become the change makers of the society, which is possible only with the intervention of God Almighty. She advised the staff to maintain academic sustainability in the development of the institution. She also directed to maintain and continue the same spirit for the growth and development of the college.

7. Vote of Thanks:

Sr. Roselin A. expressed a note of gratitude to the Provincial Council and thanked for the trust placed in her though new to the stream and expressed appreciation to all the members for their active participation and effective contribution made during the meeting and sought guidance for the future endeavours.

8. Closing Prayer :

The meeting came to an end after a fruitful discussion of the agenda points with a closing prayer by Sr. Karolin.

B. S. 
SECRETARY

T. 
PRESIDENT

MINUTES OF IQAC:

IQAC Meeting 69

MINUTES 5.7.2018.

The members of the IQAC met in the Board room at 10 A.M. The meeting began with a short prayer. Since the new batch 2018-20 starts from 1st August 2018, the members of the committee discussed many important aspects to ensure quality in the teacher education programmes. The agenda are:

- (i) Arranging guest lectures
- (ii) Awareness Programmes
- (iii) Practice Teaching and Internship
- (iv) Observing Solidarity Day
- (v) T.M Workshop.
- (vi) Community Service activities.

The resolutions were made after detailed discussion.

- (i) It is resolved to invite senior faculty from other colleges of Education to deliver lectures.
- (ii) It is resolved to conduct an awareness programme by the Scouts and guides about their services to the community.
- (iii) It is resolved to concentrate on quality in the Practice Teaching classes, though it is a regular part of the course.
- (iv) As a regular practice, it is resolved to observe 'Solidarity Day' and raise funds to support old age homes in Junbur.
- (v) It is resolved to conduct T.M workshop to the student teachers to prepare low cost and no cost materials which are useful even in their future.
- (vi) It was resolved to visit nearby village and give awareness to people in the slums about health and hygiene through songs and dance.

D. Swarnalini
PRINCIPAL
ST. JOSEPH'S COLLEGE OF EDUCATION
FOR WOMEN
GUNTUR-522 001, A.P.

IGAC Meeting

71

MINUTES

15.12.2018

The members of the IGAC met in the board room at 3.30 PM on 15.12.2018 to discuss the ongoing work for the students. The following is the agenda:

- (i) Celebrating College Christmas
- (ii) Observing important days
- (iii) Workshops
- (iv) Campus Recruitment
- (v) JBC activities

The following resolutions were made.

It was resolved to celebrate College Christmas and Staff Christmas.

It was resolved to conduct workshops regularly in collaboration with NGOs like Jeevan Sodan and JNT Social Service Centre.

It was resolved to approach the reputed schools in the city to conduct Campus recruitment programmes in our Campus, so that the aspirants get benefited.

It was resolved to observe all important days like National Mathematics day, Republic day, Earth Day etc.

It was resolved that the JBC should have an internal seminar to refresh themselves in life skills and they are oriented about the components of all the important skills by Dr. G. Aruna, former Reader of the College.

P. Swamyarani

PRINCIPAL
ST. JOSEPH'S COLLEGE OF EDUCATION
FOR WOMEN
GUNTUR-522 001, A.P

IQAC Meeting

73

MINUTES

12.4.2019

As the students of 2018-20 batch students are going to start their 3rd semester, the IQAC members met in the board room to discuss about their 2nd year programme. The agenda is,

- (i) Valedictory function of outgoing batch
- (ii) Competitions (inter collegiate and college)
- (iii) Faculty Development
- (iv) Orientation Programme
- (v) T.M. Exhibition
- (vi) Community Service Activities.

The following resolutions were made:

- (i) It was resolved to conduct valedictory function to outgoing batch and give academic and non-academic prizes to encourage their Juniors.
- (ii) It was resolved to conduct competitions in the college and send the students out also.
- (iii) It was resolved to encourage staff to improve their credentials and attend national and international seminars and workshops. Applying for research projects was made mandatory.
- (iv) It was resolved to organize orientation programs on and when necessary.
- (v) It was resolved to exhibit the teaching learning material prepared by students to the student teachers of Co-Colleges of Education.
- (vi) It was resolved to help the poor and needy by distributing the collected unused stationery, note books, papers etc.

It was also resolved to plant a sapling twice in a month.

T. Swaruparani
PRINCIPAL

ST. JOSEPH'S COLLEGE OF EDUCATION
FOR WOMEN
GUNTUR-522 001, A.P

IQAC Meeting

75

MINUTES

5.8.2019

The members of the IQAC met in the Principals room at 3.30 PM. The agenda is as follows.

- (i) Internship Programme
- (ii) FIP
- (iii) Field trips
- (iv) Founders Day
- (v) Awareness Programmes
- (vi) Preparation of Project Report (Med students)
- (vii) Community Service Activities.

It was resolved to arrange for Internship programme in the schools as per the orders of the DCO.

It was resolved to encourage staff to pursue their Ph.Ds and improve their qualification.

It was resolved to take students for field trips when ever possible. It was decided to take students to 'Nagarjuna Sagor' on field trip.

It was resolved to continue the practice of observing the Founders Day on 31st October.

It was resolved to conduct Awareness program on Health and Nutrition and it was decided to invite experts from the centre called 'Redesign health and fitness Centre - for tests it was decided to invite doctors from Partha Dental clinic.

T. Srinivasarani

PRINCIPAL
ST. JOSEPH'S COLLEGE OF EDUCATION
FOR WOMEN
GUNTUR-522 001, A.P

IQAC Meeting

77

MINUTES

9.11.2019.

The Members of the IQAC met in the Board room at 11 A.M and discussed the following points.

- (i) Sem end examinations and Internal Tests.
- (ii) Competitions
- (iii) Awareness Programmes
- (iv) Visits / field trips / Science fair visits
- (v) Elections, Inaugural function
- (vi) Community Service Activities.

It was resolved to conduct semester end examinations and also internal tests as per the academic calendar.

It was resolved to conduct competitions in the college as well as inter-collegiate.

It was resolved to arrange field trips / visits to important places to students and it was also resolved to provide students opportunities to visit different schools if there are programmes like Science fairs or exhibitions.

As a regular feature it was resolved to have student leader elections followed by Inaugural function.

It was resolved to collect old clothing from staff and students and send them to the nearby slums as part of Community Service activities.

T. Srinivasan

PRINCIPAL
ST. JOSEPH'S COLLEGE OF EDUCATION
FOR WOMEN
GUNTUR-522 001, A.P

1. Prof. T. Svarupa Rani	Principal / chairperson	T. Svarupalani
2. Dr. C. Grace Indira	IBAC co-ordinator	C. Grace Indira
3. Dr. J. R. Prasadarsini	Senior faculty	J. R. Prasadarsini
4. Dr. B. Sri Lakshmi	Senior faculty	B. S. Lakshmi
5. Sr. Y. Raja Kumari	Management member	Y. Raja Kumari
6. Prof. Chenna Reddy	HOD, Dept. of Edu., A.V.U.	Chenna Reddy
7. Dr. T. J. Rajendra Prasad	Local Society nominee	T. J. Rajendra Prasad
8. Dr. D. Saroja	University nominee	D. Saroja
9. Isaac David, TIC	Industry nominee	Isaac David
10. Dr. G. Aruna	Alumnae member	Dr. G. Aruna
11. K. Sivani Sai Aparna	Student member	K. Sivani Sai Aparna

IQAC Meeting
MINUTES

79

3.2.2020.

The IQAC meeting was conducted in the Principal's room on 3.2.2020 at 3 P.M. The following agenda points were discussed.

- (i) Visits to Special Children
- (ii) Planning for Demonstrations and Teachings.
- (iii) Practical Examinations
- (iv) Plan for Curriculum flexibility.
- (v) Planning of Surveys.

It was resolved to visit Manovikasa Kendra centre to interact and identify the needs of special children.

It was planned to give demonstration lessons in all pedagogy subjects in the first week of March 2020 followed by Teaching practice classes.

It was resolved to plan for Practical Examinations for 2nd year students in the 3rd week of March.

It was resolved to have non core papers such as Soft Skills, Guidance and Counselling, Human Values and Professional Ethics and Health and Hygiene to have curriculum flexibility.

It was resolved to plan for Surveys in the nearby villages and slums as per the need.

The meeting was concluded by 4 P.M with Tea.

T. Swarnalaxmi

PRINCIPAL
ST. JOSEPH'S COLLEGE OF EDUCATION
FOR WOMEN
GUNTUR-522 001., A.P

1. Prof. T. Swarnapa Rani	Principal / Chairman	T. Swarnapalani
2. Dr. C. Grace Indira	I BAC Co-ordinator	C. Grace Indira
3. Dr. J.R. Priyadarshini	Senior Faculty	J.R. Priyadarshini
4. Dr. B. Srilatha	Senior Faculty	B. S. Latha
5. Sr. Y. Raja Kumar	Management member	Y. Raja Kumar
6. Prof. G. Chenna Reddy	University Dept. H.O.D., Dept of Edu.	G. Chenna Reddy
7. Dr. J. Rajendra Prasad	Local Society nominee	J. Rajendra Prasad
8. Dr. D. Saroja	University nominee	D. Saroja
9. YBAC David ITC	Industry nominee	David ITC
10. Dr. G. Aruna	Alumni member	Dr. G. Aruna
11. K. Sivani Sai Aparna	Student member	K. Sivani Sai Aparna

IAAC Meeting
MINUTES

81

7.09.2020

The IAAC Meeting was conducted online on 7.9.2020 at 11 A.M. Due to lockdown, this mode was opted. The agenda points were,

- (i) Online classes to B.Ed and M.Ed. students
- (ii) Regular Reviews on classes
- (iii) getting feed back
- (iv) Online Seminar
- (v) Alumnae meet Online
- (vi) MOU.

It was resolved to take online classes to B.Ed and M.Ed students so that the students get necessary inputs.

It was planned to have reviews, whether to confirm whether all classes are regularly done without overlapping.

It was resolved to get feed back from the student teachers to know if the classes are clear and useful to them.

It was planned to conduct a webinar on Early child Care and Education in the month of September. It was also planned to include student teachers as well as teachers who are our Alumnae and those who are interested.

It was resolved to have Alumnae meet also through online mode.

It was resolved to take MOU from local colleges of Education.

T. Sannapalani
PRINCIPAL
ST. JOSEPH'S COLLEGE OF EDUCATION
FOR WOMEN
GUNTUR-522 001, A.P

part 11 SABP
2017/2018

Prof. T. Suresha Rani	Chairman and Principal	T. Suresha Rani
Dr. C. Grace Indira	FAAC co-ordinator	C. Grace Indira
Dr. J.R. Priyadarshini	Senior faculty	J.R. Priyadarshini
Dr. B. Srilatha	Senior faculty	B. S. Srilatha
Sr. Y. Raja Kumari	Management member	Y. Raja Kumari
Prof. G. Chenna Reddy	University nominee, HOD Dept. of	G. Chenna Reddy
Dr. T.J. Rajendra Prasad	Local Society nominee Edu. ANU	T.J. Rajendra Prasad
Dr. D. Saroja	University nominee	D. Saroja
Mr. Isaac David, ITC	Industry nominee	ABSENT
Dr. G. Aruna	Alumnae member	Dr. G. Aruna
K. Sivani Sai Aparna	Student member	Sivani

IQAC Meeting
MINUTES

83

23.01.2021

The IQAC Meeting was held on 23.1.2021 through online mode keeping in mind the existing situations. The members were requested to join in a google meet to discuss the following agenda.

- (i) Seminar Presentation by students.
- (ii) Online classes
- (iii) Orientation Programme
- (iv) Workshop
- (v) MOU with Pope John College of Education.
- (vi) Report of AISHE.

It was resolved to plan for seminar presentations by students through online mode.

It was suggested to continue online classes to B.Ed and M.Ed. students.

It was resolved to plan for orientation programmes and workshops through online mode or offline according to the existing situations.

It was planned to take MOUs from as many colleges and organizations as possible for the benefit of the students and the society.

It was proposed to prepare report to be sent to All India Survey on Higher Education.

T. Srinivasan
PRINCIPAL
ST. JOSEPH'S COLLEGE OF EDUCATION
FOR WOMEN
GUNTUR-522 001, A.P.

1. Prof. T. Swarupa Rani	Principal	T. Swarupa Rani
2. Dr. B. Srilatha	Teaching faculty	B. S. Latha
3. Dr. J. R. Priyadarshini	Teaching faculty	J. R. Priyadarshini
4. Sr. Y. Raja Kumari	Management member.	Sr. Y. Raja Kumari
5. Sr. Metilda Susai	Administrative officer	Sr. Metilda Susai
6. Dr. P. Brahmaji Rao.	University nominee, HOD, Dept. of ^{AWU} Gen.	Dr. P. Brahmaji Rao
7. M. Soni	Student member	M. Soni
8. Sr. Roselin	Alumnae member	Sr. Roselin
9. Dr. C. GRACE INDIRA	IQAC Co-ordinator.	Dr. C. Grace Indira

IQAC Meeting
MINUTES

85

11.10.2021

The IQAC Meeting was held in the Principal's room at 3 PM on 11.10.2021. After two online meetings, the members met personally and discussed the following agenda points.

- (i) Micro Teaching
- (ii) Celebration of Important Dates
- (iii) Workshops
- (iv) Curricular aspects of JBC
- (v) College Christmas.
- (vi) MOU with JNT Social Service organization

It was resolved to have micro teaching practice classes regularly in the campus.

It was resolved to observe all days of national and international importance to promote culture and knowledge.

It was resolved to plan for workshops for the teachers and student teachers.

It was resolved to streamline all the curricular activities after Pandemic.

It was resolved to plan for Christmas celebrations as well as staff Christmas.

MOU was taken from Spandana E-da foundations, Juntur.

P. Sampathani
PRINCIPAL
ST. JOSEPH'S COLLEGE OF EDUCATION
FOR WOMEN
TUR-522 001, A.P

11-10-2021

1. Prof. T. Saropa Rani	Principal	P. Saraswathi
2. Dr. B. Sri Latha	Teaching faculty	B. S. Latha
3. Dr. J. R. Priyadarshini	Teaching faculty	J. R. Priyadarshini
4. Sr. Y. Raja Komari	Management member	Y. Raja Komari
5. Sr. Metilda Sosa	Administrative officer	Metilda Sosa
6. Dr. P. Brahmaji Rao	University Nominer HOD, Dept of G	P. Brahmaji Rao
7. M. Soni	Student member	M. Soni
8. Sr. Raselin	Alumnae member	A. Raselin
9. Dr. C. Grace Indira	IQAC Co-ordinator	C. Grace Indira

IAAC Meeting
MINUTES

87

10.1.2022.

The IAAC meeting was conducted in the Board room at 3 P.M on 10th January 2022. The following points were discussed.

- (a) Observing Important Days
- (b) Practice Teaching classes
- (c) NAAC Orientation
- (d) Celebration of 200 yrs. of JMJ institutions
- (e) Internship programme.

It was resolved to observe all the important days during the period by inviting guests.

It was resolved to conduct practice teaching classes in the college.

It was discussed to alert the staff members to get ready with the criterions for NAAC and also it was suggested to have one NAAC Orientation session.

It was resolved to celebrate the occasion of completing 200 years of JMJ institutions.

It was discussed to send the student teachers for Internship to schools.

The meeting came to an end by 4.30 P.M.

T. Srinivasan
PRINCIPAL
ST. JOSEPH'S COLLEGE OF EDUCATION
FOR WOMEN
GUNTUR-522 001., A.P

1. Prof T. Swarnopa Rani	Principal	T. Swarnoparani
2. Dr. B. Sri latha	Teaching faculty	B. S. L
3. Dr. JR priyadarshini	Teaching faculty	J. Priyadarshini
4. Sg Rajakumari	Management member	R. Rajakumari
5. Sr. Melilda susai	Administrative Officer	M. Melilda Susai
6. Dr. P. Brahmaji Rao	University Nominnee HOD Dept of Edn	P. Brahmaji Rao
7. M. Soni	Student Member	M. Soni
8. Sr. Roselin	Alumni Member	R. Roselin
9. Dr. C. Grace Indira	IQAC Co-Ordinator	C. Grace Indira

IQAC Meeting.
MINUTES

89

20.7.2022.

The members of IQAC were gathered in the college on 20.7.2022 to discuss about the following agenda points.

- (i) Inaugural function
- (ii) Preparing for FFC by ANU
- (iii) Triple Jubilee Celebration
- (iv) Celebration of Azadi Ka Amrut Mahotsav
- (v) Celebration of 75 years of Independence
- (vi) One day Workshop
- (vii) Mother general's visit
- (viii) Collection of old clothing

It was resolved to conduct Inaugural function to new batch students.

It was resolved to get ready for fact finding Committee inspection by Acharya Nagarjuna University.

It was planned to conduct Triple Jubilee Celebration in an organized manner.

It was resolved to observe Azadi Ka Amrut Mahotsav.

It was decided to celebrate 75 years of Independence.

It was resolved to conduct one day workshop in the month of September.

It was resolved to get ready for Mother general's visit to the college.

It was resolved to collect old clothing from old students and distribute them in the slums and Rescue Homes.

T. Swamydasani
PRINCIPAL
ST. JOSEPH'S COLLEGE OF EDUCATION
FOR WOMEN
INTL. ACC. NO.

1. Prof. T. Swarupa Rani	Principal	T. Swaruparani
2. Dr. B. Srilatha	Teaching Faculty	B. S. Lall
3. Dr. J. R. Piyadarsini	Teaching Faculty	J. R. Piyadarsini
4. Sr. Y. Raja Kumari	Management Member	Raja Kumari
5. Sr. Metilda Sosa	Administrative Officer	Metilda Sosa
6. Dr. P. Brahmayi Rao	University nominee, HOD Dep of Edn	P. Brahmayi Rao
7. M. Soni	Student Member	M. Soni
8. Sr. Roseline. A	Alumnae Member	A. Roseline
9. Dr. C. Grace Indira	IQAC Co-Ordinator	C. Grace Indira

IQAC Meeting
MINUTES

91

17.10.2022.

The IQAC meeting was conducted on 17.10.22 in the Principal's office in the afternoon session. The regular met and discussed few points.

(i) Research ^{Cell} Revival

(ii) Observing Communal Harmony Week

(iii) Inter-Collegiate Competitions

(iv) Awareness Programme

(v) Inter-Collegiate Competitions in ANU

(vi) Preparation of Performance Appraisal Report

(vii) MOU with St. Ann's College of Education, Secunderabad.

It was resolved to revive the Research cell.

It was resolved to observe Communal Harmony Week and invite student teachers from other colleges of Education.

It was resolved to conduct Inter-collegiate competitions to the students.

It was decided to conduct Awareness programmes to student teachers according to the need.

It was resolved to send students to participate in competitions to ANU.

It was resolved to prepare Preparation of Performance Appraisal report. It was resolved to take MOU with St. Ann's College of Education, Secunderabad.

The meeting was concluded with tea and snacks.

T. Srinivasarani

PRINCIPAL
ST. JOSEPH'S COLLEGE OF EDUCATION
FOR WOMEN
GUNTUR-522 001, A.P

1. Prof. T. Swarupa Rani	Principal	T. Swaruparani
2. Dr. B. Srilatha	Teaching faculty	B. S. Lall
3. Dr. J. R. Priyadarsini	Teaching faculty	J. R. Priyadarsini
4. Sr. Y. Raja Kumari	Management member	Y. Raja Kumari
5. Sr. Melilda Susai	Administrative officer	Melilda Susai
6. Dr. P. Brahmaji Rao	University nominee, HOD, Dept. of Edu.	P. Brahmaji Rao
7. G. Bhavana Saketha	Student member.	ABSENT
8. Sr. A. Roselin	Alumnae member	A. Roselin
9. Dr. C. Ygrau Indira	IGAC co-ordinator	C. Ygrau Indira

IQAC Meeting
MINUTES

93

21.1.2023.

The IQAC members gathered in the board room to discuss about the future programmes to be done in the college. The meeting started with Prayer and the points mentioned below are discussed.

(i) Orientation Programme

(ii) Health Camp

(iii) Guest Lectures

(iv) Talent show and Elections

(v) NAAC Preparation

(vi) Campus Recruitment.

(vii) MOU with R.V.R. College of Education.

It was resolved to conduct Orientation programme to student teachers.

It was resolved to conduct Health camp to students by inviting doctors to the campus.

It was resolved to arrange guest lectures as per the requirement.

It was resolved to conduct Talent show to new batch and conduct Elections to them.

It was resolved to alert the staff to prepare for NAAC.

It was resolved to arrange for Campus Recruitment by writing several other schools in the town.

The meeting came to an end with Tea.

J. Swarnal
- PRINCIPAL -
ST. JOSEPH'S COLLEGE OF EDUCATION

Prof. T. Swarupa Rani	Chairman and Principal	T. Swaruparani
Dr. B. Sri Latha	Teaching faculty	B. S. Latha
Dr. J.R. Priyadassini	Teaching faculty	J.R. Priyadassini
Sr. A. Roselin	Management member	A. Rosa
Sr. Caroline	Administrative officer	Caroline
Dr. P. Brahmaji Rao	University nominee, HOD, Dept. of Edu. A.N.S.U	P. Brahmaji Rao
G. Bhavona Sakshena	Student member	Bhavona
Sr. Sincy	Alumnae member	Sr. Sincy
Dr. C. Grace Sudha	TQAC co-ordinator.	C. Grace Sudha

IAAC Meeting
MINUTES

95

10.7.2023.

The Committee met in the Principal's office to discuss about the quality initiatives. The following are the agenda.

- (i) Seminars
- (ii) Inaugural function
- (iii) NAAC Preparation
- (iv) Micro Teaching
- (v) Research Orientation to M.Eds.
- (vi) Project Report Preparation

It was resolved to conduct seminars as and when necessary.

It was resolved to plan for Inaugural function.

It was suggested to speed the work ^{and} procure necessary documents for NAAC preparation.

It was resolved to plan for Micro Teaching practice to student teachers.

It was resolved to orient M.Ed students for the forthcoming dissertation work.

It was resolved to prepare students for Project Report Preparation.

The meeting was concluded with prayer.

T. Srinivasarani

PRINCIPAL
ST. JOSEPH'S COLLEGE OF EDUCATION
FOR WOMEN
522-007

Prof. T. Swarupa Rani	Chairman and Principal	T. Swarupa Rani
Dr. B. Sri Lakshmi	Teaching faculty	B. S. Lakshmi
Dr. J. R. Priyadarshini	Teaching faculty	J. R. Priyadarshini
Sr. A. Roselin	Management member	A. Roselin
Sr. Caroline	Administrative officer	Caroline
Dr. P. Brahmaji Rao	University nominee	P. Brahmaji Rao
G. Bhavana Saksena	Student member	Bhavana Saksena
Sr. Sincy	Alumnae member	Sr. Sincy
Dr. C. Grace Juditha	IQAC co-ordinator	C. Grace Juditha

IQAC Meeting
MINUTES

97

8.11.2023.

The Committee met in the Board room to discuss about the future activities of the institution. The given below points were the agenda.

- (i) Workshops
- (ii) Observing Important Days
- (iii) Teaching Practice
- (iv) Internship
- (v) College Christmas
- (vi) Community Service activities - Akshayapatra.
- (vii) Guest lectures.

It was resolved to conduct workshops frequently as per convenience.

It was suggested to observe all important days.

It was resolved to Internship and Practice Teaching classes to student teachers.

It was planned to celebrate College Christmas.

It was resolved to do community service activities by collecting rice, old clothing, used note book papers and unused stationery and distribute in slums.

It was resolved to arrange guest lectures from outside experts.

The meeting was concluded with tea and snacks.

T. Sumanabani
PRINCIPAL
ST. JOSEPH'S COLLEGE OF EDUCATION
FOR WOMEN
GUNTUR-522 001, A.P.

MINUTES OF PLACEMENT CELL:

3

St. Joseph's COLLEGE OF EDUCATION FOR WOMEN,
GUNTUR.

Minutes of the meeting conducted by placement cell

2018-2019

The members of placement cell meet on 15-11-2019 at 3 PM in the Board Room in order to plan and conduct the Campus recruitment for the student teachers.

The following members were present.

S.NO	NAME	DESIGNATION	SIGNATURE
1	prof. T. Swarupa Rani	principal	P. Srinivas
2	Sr. Y. Raja Kumari	Administration	Y. Raja Kumari
3	Dr. J. R. Priyadarshini	Secretary	J. R. Priyadarshini
4	Dr. J. Vigaya Kumari	faculty member	J. Vigaya Kumari
5	Dr. T. S. Subhashini	faculty member	T. S. Subhashini
6	P. Sukanya	Student member	P. Sukanya
7	K. Mary Gold	Student member	K. Mary Gold

Minutes:-

- * The members of the placement cell decided to conduct the drive on 25-11-2019
- * The plan is to invite as many as possible top rated schools for the placement drive.
- * To give all the necessary guidance & training for the potential student teachers to get them selected in top schools.

J. Jayaram
placement officer

C. Grace Vidya
IQAC Co-ordinator
IQAC Co-ordinator
St. Joseph's College of Education for Women,
GUNTUR-522 001, A.P.

P. Sampath
Principal
Principal
GUNTUR-522 001, A.P.
FOR WOMEN
ST. JOSEPH'S COLLEGE OF EDUCATION
PRINCIPAL

ST. JOSEPH'S COLLEGE OF EDUCATION FOR WOMEN,
GUNTUR.

Minutes of the meeting conducted by placement cell
2019-2020

On 6-4-2020 members of placement cell held a meeting in board room to make a plan on conducting a recruitment drive for the student teachers.

The following members were present.

S.No	NAME	DESIGNATION	SIGNATURE
1.	Prof. T. Swarna Rani	Principal	T. Swarna Rani
2.	Sr. Y. Rajakumari	Administration	Y. Rajakumari
3.	Dr. J. R. Priyadarshini	Secretary	J. R. Priyadarshini
4.	Dr. J. Vijaya Kumari	Faculty member	J. Vijaya Kumari
5.	Dr. P. S. Subhashini	Faculty member	P. S. Subhashini
6.	P. Tejaswini	Student member	P. Tejaswini
7.	K. Srisisha	Student member	K. Srisisha

Minutes:

- * It is resolved to conduct campus recruitment for the student teachers on 15/4/2020
- * To invite as many as possible top rated schools for conducting campus recruitment.
- * To provide all the guidance and training program for the aspiring student teachers to get selected in good schools.

placement officers

C. Grace Indira
IQAC Co-ordinator
St. Joseph's College of Education for Women,
GUNTUR-522 001, A.P.

T. Srinivas
Principal
ST. JOSEPH'S COLLEGE OF EDUCATION
FOR WOMEN
GUNTUR-522 001, A.P.

7
ST. JOSEPH'S COLLEGE OF EDUCATION FOR WOMEN,
GUNTUR

Placement Committee Minutes

2020-2021

Agenda for the meeting of placement committee scheduled to be held at 2 pm on 13-3-2021 in the principal's office.

1. To extend warm welcome to the members present.
2. Review of 2020-21 placement activities.
3. Identifying the prospective schools and inviting them to conduct placement drives in the campus.
4. planning pre-placement activities and allocation of the same to the committee members.
5. Decisions related to improving the placement number and training.

Minutes of the first meeting of placement committee held in the principal's office.

S.No	NAME	DESIGNATION	SIGNATURE
1	prof. T. Swarupa Rani	principal	T. Sanyal
2	Sr. y. Raja Kumari	Administration	Y. Kalyan
3	Dr. J.R. Priyadarshini	Secretary	J.R. Priyadarshini
4	Dr. J. Vijaya Kumari	faculty member	J. Vijaya
5	Dr. T.S. Subhashini	faculty member	T.S. Subhashini
6	P. Sai Nikitha	Student member	P. Sai Nikitha
7	T. Santhi	Student member	T. Santhi

The chair person/principal prof. T. Swasupa Rani. Extended warmth welcome to all the members present. The members took note of the same Dr. J.R. priyadarsini, placement officer, placed before the meeting the minutes of the previous meeting and report on placements for the year 2020-21. The members took note of the same. The placement cell drive was conducted on 12/4/2021.

A brief discussion of the challenges faced during placement activities of 2020-2021 and resolutions were made for smooth conduct of placement activities for the year 2021-2022.

Bashyam Bhashyam School, Guntur
Vijetha public school, Guntur
St. Joseph's High School, Guntur
Munnangi school, Guntur
Asian school, Guntur
ILM school, Guntur
Narayana School, Guntur
Delhi public school, Guntur
Montessori school, Guntur
Lead School, Guntur.

Accordingly the following resolutions were passed.

"Resolved that the schedule of the Campus placements be finalized by the placement officer in consultation with the principal."

"Resolved that the placement officer be and is hereby authorized to finalize the list of schools, in consultation with the principal, as placed before the meeting."

"Resolved further that the placement officer be and

is here by authorised to finalise schedule of Campus placements for various courses in consultation with the schools concerned and the principal of the college.

The meeting concluded with vote of thanks to the chair.

J. Prasad
placement officer.

C. Grace Johnson
IQAC CO-ordinator
St. Joseph's College of Education for Women,
GUNTUR-522 001, A.P.

S. Subramani
Principal
ST. JOSEPH'S COLLEGE OF EDUCATION
FOR WOMEN
GUNTUR-522 001, A.P.

Campus Recruitment for the year 2021-2022

Campus placement is a regular and continuous process of our college through which we try our level best to provide recruitment to our student teachers in reputed schools. This year also we invited many top rated schools and 4 schools participated in this recruitment drive. Recruitment process was done peacefully. The recruitment was done in two stages. First stage was demonstration of a lesson in their subject followed by panel interviews. Most of the student teachers performed well and got selection.

The meeting among the members of the placement cell was conducted on 22-3-2022 at 3 PM.

The following members are present.

S.NO	NAME	DESIGNATION	SIGNATURE
1	Prof. T. Swarna Rani	Principal	T. Swarna Rani
2	Sr. A. Roselin	Administration	A. Roselin
3	Dr. J. R. Priyadassini	Secretary	J. R. Priyadassini
4	Dr. J. Vijaya Kumari	Faculty member	J. Vijaya Kumari
5	Dr. T. S. Subhashini	Faculty member	T. S. Subhashini
6	P. Sai Nikitha	Student member	P. Sai Nikitha
7	T. Santhi	Student member	T. Santhi

Minutes:

- * It is Resolved to Conduct Campus recruitment for the Student teachers on 29-03-2022.
- * To invite as many as possible top rated Schools for Conducting Campus recruitment.
- * To provide all the guidance and training program for the potential student teachers to get selected in good schools.

Jhansidhar
placement Officer

e-grace John
IQAC Co-ordinator
St. Joseph's College of Education for Women,
GUNTUR-522 001, A.P.

P. Srinivasa
Principal
ST. JOSEPH'S COLLEGE OF EDUCATION
FOR WOMEN
GUNTUR-522 001, A.P.

ST. JOSEPH'S COLLEGE OF EDUCATION FOR
WOMEN, GUNTUR

Placement Committee minutes
2022-2023

Agenda for the meeting of placement committee scheduled to be held at 2.00 pm on 16-3-23 in the principal's office.

1. To extend warm welcome to the members present.
2. Review of 2022-23 placement activities.
3. Identifying the prospective schools and inviting them to conduct placement drives in the Campus.
4. planning pre-placement activities and allocation of the same to the committee members.
5. Decisions related to improving the placement no. and student's training.

Minutes of the first meeting of placement committee held in the principal's office:

S.No	NAME	DESIGNATION	SIGNATURE
1	prof. T. Swarupa Rani	principal	T. Swarupa Rani
2	Sri. A. Roselin	Administration	A. Roselin
3	Dr. J.R. Priyadarshini	Secretary	J.R. Priyadarshini
4	Dr. J. Vijaya Kumari	faculty member	J. Vijaya Kumari
5	Dr. T.S. Subhashini	faculty member	T.S. Subhashini
6	P. Pravalika	Student member	P. Pravalika
7	M. Sravani	Student member	M. Sravani

The chair person/principal prof. T. Swastupa Rani extended warm welcome to all the members present. The members took note of the same. Dr. J.R. Priyadarshini, placement officer, placed before the meeting the minutes of the previous meeting and report on placements for the year 2022-2023. The members took note of the same. A brief discussion of the challenges faced during placement activities of 2022-23 and resolutions were made for smooth conduct of placement activities for the year 2023-2024.

Resolved to invite the following schools to conduct placement drives in the Campus School on ~~22-11-23~~
22/11/2023

Bhashyam School, Guntur
Vijetha public school, Guntur
St. Joseph's High School, Guntur
Munnangi school, Guntur
Asian School, Guntur
TLM School, Guntur
Narayana School, Guntur
Delhi public school, Guntur
Montessori school, Guntur.

J.R. Priyadarshini
placement officer.

C. Prae Sudam
IQAC Co-ordinator
IQAC Co-ordinator
St. Joseph's College of Education for Women,
GUNTUR-522 001, A.P.

T. Swastupa
Principal
St. Joseph's College of Education
FOR WOMEN
GUNTUR-522 001, A.P.

MINUTES OF ALUMNAE COMMITTEE:

St. JOSEPH'S COLLEGE OF EDUCATION FOR WOMEN, GUNTUR

Alumnae Committee Minutes

2018-2019

Agenda and Minutes of the meeting of Alumnae Committee.

The members of Alumnae Committee meet in the principal room and discussed the following Agenda.

1. Date of Alumnae meet
2. programme to be done.
3. Guest Speakers.
4. Invites.

S.NO	NAME OF MEMBERS	DESIGNATION	SIGNATURE.
1.	prof. T. Swarupa Rani	principal	T. Swarupa
2.	Sr. Raja kumari. y	Administrator	Y. Raja
3.	Dr. C. Grace Indira	Secretary	C. Grace Indira
4.	Dr. T. S. Subhashini	faculty Member	T. S. Subhashini
5.	Dr. J. vijaya kumari	faculty Member	J. vijaya
6.	M. Mounica Sravanthi	Student Member	M. Mounica
7.	J. Durga Bhavani	Student Member	J. Durga Bhavani

Minutes:

- It was resolved to conduct Alumnae meet on 7/7/18 at 10 AM.
- It was resolved to invite Guest Speakers Sri B. vijaya Bhaskar Dy. Directors, D.S.E and Mrs. T. Sobhamayali.
- It was resolved to invite all our Alumnae members and

local teachers.

→ It was resolved to include existing batch also.

The meeting was concluded with snacks.

C. Grace Indira
Secretary

C. Grace Indira
IQAC Co-ordinator
IQAC Co-ordinator
St. Joseph's College of Education for Women,
GUNTUR-522 001, A.P.

F. Srinivasaram
Principal
ST. JOSEPH'S COLLEGE OF EDUCATION
FOR WOMEN
GUNTUR-522 001.. A.P.

ST. JOSEPH'S COLLEGE OF EDUCATION FOR WOMEN, GUNTUR.

Alumnae Committee Minutes

2019-2020

Agenda and Minutes of the meeting of Alumnae Committee.

The members of Alumnae Committee meet in the principle room and discussed the Given below Agends.

1. Date of Alumnae meet
2. programme to be done.
3. Guest speakers
4. Invites
5. Lunch.

S.NO	NAME OF MEMBER	DESIGNATION	SIGNATURE
1	prof. T. Swasupa Rani	principal	T. Swasupa
2	Sr. Y. Raja kumari	Administrators	Y. Rajathi
3	Dr. C. Grace Indira	Secretary	C. Grace Indira
4	Dr. T. S. Subhashini	faculty Member	T. S. Subhashini
5	Dr. J. Vijaya kumari	faculty Member	J. Vijaya
6	praiyanka.k	student Member	praiyanka.k
7	T. Revathi.	student Member	T. Revathi

MINUTES:

→ It was resolved to Conduct Alumnae meet on 13/7/19 at 9:30 AM.

→ It was resolved to invite our former principal Dr. Divija Bhasathi, address the gathering.

- It was resolved to provide lunch to all Alumnae members.
- It was resolved to invite all our Alumnae members and local teachers.
- It was resolved to encourage one another to plan to support the institution in all possible ways.

The meeting was concluded with tea-break.

C. Grace Indira
Secretary

C. Grace Indira
IQAC Co-ordinator
IQAC Co-ordinator
St. Joseph's College of Education for Women,
GUNTUR-522 001, A.P.

S. Swarnapalani
Principal
PRINCIPAL
ST. JOSEPH'S COLLEGE OF EDUCATION
FOR WOMEN
GUNTUR-522-001..A.P.

5.4.3

7
ST. JOSEPH'S COLLEGE OF EDUCATION FOR WOMEN, GUNTUR.

Alumnae Committee Minutes

2020-2021

Agenda and Minutes of the meeting of Alumnae Committee

The members of Alumnae Committee meet in the principal room & discussed the following Agenda.

1. Date of Alumnae meet
2. programme to be done
3. Sharing Experiences.
4. precautions to be taken
5. Diet schedule.

S.No	NAME of MEMBERS	DESIGNATION	SIGNATURE
1	Prof. T. Susasara Rani	Principal	P. Susasara
2	Sr. Y. Raja Kumari	Administrator	Y. Raja
3	Dr. C. Grace Indira	Secretary	C. Grace Indira
4	Dr. T.S. Subhashini	Faculty Member	T.S. Subhashini
5	Dr. J. Vijaya Kumari	Faculty Member	J. Vijaya
6	D. Romya	Student Member	D. Romya
7	T. prasanthi	Student Member	T. prasanthi

MINUTES:

- It was resolved to conduct Alumnae meet on 10/7/21 at 10 AM through online mode.
- It was resolved to share experiences of pandemic.

- It was resolved to encourage and enrich one another about the precautions to be taken and be in safe zone.
- It was resolved to help others by sharing healthy diet schedule which they experienced to others.

C. Grace Judson.
Secretary

C. Grace Judson,
IQAC Co-Ordinator

IQAC Co-ordinator
St. Joseph's College of Education for Women,
GUNTUR-522 001, A.P.

T. Swamyarani
Principal

PRINCIPAL
ST. JOSEPH'S COLLEGE OF EDUCATION
FOR WOMEN
GUNTUR-522-001, A.P.

9
ST. JOSEPH'S COLLEGE OF EDUCATION FOR WOMEN, GUNTUR.

Alumnae Committee minutes

2021-2022

Agenda and Minutes of the meeting of Alumnae Committee.

The members of Alumnae Committee meet in the principal room and discussed the given below.

1. Date of Alumnae meet
2. programme to be done.
3. Invites.

S.NO	NAME OF MEMBERS	DESIGNATION	SIGNATURE
1	Prof. P. Sivasupa Rani	principle	P. Sivasupa Rani
2	Sa. Roselin.A	Administratoia	A. Roselin.A
3	Dr. C. Grace Indira	Secretary	C. Grace Indira
4	Dr. T.S. Subhoshini	faculty member	T.S. Subhoshini
5	Dr. J. Vijaya Kumari	faculty member	J. Vijaya Kumari
6	K. Sravana Kumari	Student member	K. Sravana Kumari
7	N.Uma.	Student member	N. Uma

Minutes:

- It was resolved to conduct Alumnae meet on 21/6/22 at 9 AM.
- It was discussed to conduct a workshop on yoga.
- It was resolved to invite yoga guru Mrs. Chandora Shekar

to show basic yoga awareness.

→ It was resolved to invite all our alumnae members and also local teachers.

→ It was resolved to include existing batch students.

The meeting was concluded with tea-break.

e. grace sudha
Secretary

C. grace sudha .

IQAC Co-ordinator
IQAC Co-ordinator
St. Joseph's College of Education for Women,
GUNTUR-522 091, A.P.

T. Swarnapalani
Principal.

ST. JOSEPH'S COLLEGE OF EDUCATION
FOR WOMEN
GUNTUR-522 001, A.P.

ST. JOSEPH'S COLLEGE OF EDUCATION FOR WOMEN, GUNTOR

Alumnae Committee Minutes

2022-2023

Agenda and Minutes of the Meeting of Alumnae Committee

The members of Alumnae Committee meet in the principal room & discussed the following Agenda.

1. Date of Alumnae meet
2. plan to collaborate with an NGO to conduct workshop on guidance and counselling.
3. Guest speakers.
4. Special Invites.
5. Inclusion of local school teachers.

S.No	NAME OF MEMBERS	DESIGNATION	SIGNATURE
1	prof. T. Sarasupa Rani	principal	T. Sarasupa
2	Sa. A. Roselin	Administration	A. Roselin
3	Dr. C. Grace Indira	Secretary	C. Grace Indira
4	Dr. T.S. Subhashini	faculty member	T.S. Subhashini
5	Dr. J. Vijaya Kumari	faculty member	J. Vijaya Kumari
6	p. Chelsy Sharon	student member	p. Chelsy Sharon
7	Sa. Teja	student member	Sa. Teja

MINUTES:

→ It was resolved to conduct Alumnae meet on 22/11/23 from 9 AM to 4:30 PM.

→ It was discussed to conduct a workshop on guidance

and Counselling, Techniques in collaboration with Spandana

→ It was resolved to invite provincial Superior Guntur, province D.S. as special guest to deliver keynote address and Mr. P. Samuel Jananathan, Commissioner, RTA as a guest of honour.

→ It was resolved to invite all our admin members and also local teachers.

→ It was resolved to include existing batch students.

The meeting was concluded with tea-break.

C. Grace Indira →
Secretary

C. Grace Indira
IQAC Co-ordinator
IQAC Co-ordinator
St. Joseph's College of Education for Women,
GUNTUR-522 001, A.P.

T. Sravanal
Principal
PRINCIPAL
ST. JOSEPH'S COLLEGE OF EDUCATION
FOR WOMEN
GUNTUR-522 001, A.P.

MINUTES OF DISCIPLINARY COMMITTEE:

ST. JOSEPH'S COLLEGE OF EDUCATION FOR WOMEN,

Disciplinary Committee - 2018-2019

A meeting of the disciplinary Committee was held in the principal room at 11:00 A.M on ¹²⁻⁰⁷⁻²⁰¹⁸ 12.07.2018. The Committee discussed the following agenda.

Agenda of the meeting:

1. Disruptive behaviours
2. Division of responsibilities and maintenance of discipline in the campus.

Resolutions:

The Secretary welcomed all the Committee members to the meeting. The Committee members discussed the above agenda points and sorted out the following resolutions.

- It was resolved and decided that the students with disruptive mannerism and indecent behaviour should be suggested to undergo a counselling and therapeutic sessions to set right their mind set.
- It was resolved and decided the event organized by the College and assigned the responsibilities to concerned faculty members to maintain discipline in the campus.

Finally, Secretary Dr. J. Vijaya Kumari thanked every one for their participation and adjourned the meeting at 1:00 P.M

The following members were present at the meeting.

S.No	Name of the member	Designation	Signature
1.	Prof. P. Swarupa Rani	President	P. Swarupa Rani
2.	Sr. Y. Raja Kumari	Chairperson	Y. Raja Kumari
3.	Dr. J. Vijaya Kumari	Secretary	J. Vijaya Kumari
4.	Dr. C. Grace Indira	Member	C. Grace Indira
5.	Dr. B. Sri Latha	Member	B. Sri Latha
6.	Dr. Sr. P. Santha Kumari	Member	Sr. P. Santha Kumari
7.	Mrs. B.M. Sucharitha	Member	B.M. Sucharitha

J. Vijaya Kumari
Secretary

C. Grace Indira

IQAC Co-ordinator
St. Joseph's College of Education for Women,
GUNTUR-522 001, A.P.

P. Swarupa Rani

PRINCIPAL
ST. JOSEPH'S COLLEGE OF EDUCATION
FOR WOMEN
GUNTUR-522 001, A.P.

St. Joseph's College of education for women, Guntur.

Disciplinary Committee minutes 2019-2020
08-08-2019

A meeting of the disciplinary Committee was held in the board room at 10.00 A.M on 8-8-2019.

The Committee discussed the following agenda.

Agenda of the meeting:

1. Handling the issue of the Students Conduct. (Code of Conduct)
2. Punctuality.
3. Dress Code.

Resolutions:

The Secretary welcomed all the Committee members to the meeting.

The Committee members discussed the above agenda points and sorted out the following resolutions.

- It was resolved and decided that their verbal warning should be given for violating the code of conduct of the College. Even then if they still continue violating the Code of Conduct despite the warning they will be punished as per the regulations of the College.
- It was resolved and decided the punctuality of the students and decided as it is the pre-requisite requirement of any teaching faculty should be practiced without fail. Failure by which, the action will be taken as per the disciplinary Code of Conduct of the College.

It was resolved and decided the Committee members discussed about the dress code of the students and the uniformity and decent appearance should be projected so as to indicate and safeguard the dignity of the college, failing which the students will be alerted not to defete the endecency

Finally, the Secretary Dr. J. Vijaya Kumari thanked everyone for their participation and adjourned the meeting at 1.00pm.

The following members were present at the meeting.

S.No	Name of the member	Designation	Signature
1.	Prof. P. Swarupa Lani	President	P. Swarupa Lani
2.	Sr. Y. Raja Kumari	Chairperson	Y. Raja Kumari
3.	Dr. J. Vijaya Kumari	Secretary	J. Vijaya Kumari
4.	Dr. C. Grace Indira	Member	C. Grace Indira
5.	Dr. B. Selalatha	Member	B. Selalatha
6.	Dr. S. P. Santhya Kumari	Member	S. P. Santhya Kumari
7.	Mrs. B. M. Sucharitha	Member	B. M. Sucharitha

J. Vijaya Kumari
Secretary

C. Grace Indira
ICAC Co-ordinator
St. Joseph's College of Education for Women,
GUNTUR-522 001, A.P.

P. Swarupa Lani
PRINCIPAL
ST. JOSEPH'S COLLEGE OF EDUCATION
FOR WOMEN
GUNTUR-522 001, A.P.

St. Joseph's College of Education for women, Guntur

Disciplinary Committee minutes 2020-2021

11-02-2020

A meeting of the disciplinary committee was held in the principal room at 2.00 p.m on 11-02-2020.

The committee discussed the following agenda.

Agenda of the meeting:

1. online working hours of the college during COVID pandemic
2. use of social media.

Resolutions:

The Secretary welcomed all the committee members to the meeting.

The committee members discussed the above agenda points and sorted out the following resolutions.

- It was resolved decided and suggested the online working hours of the college during COVID pandemic, and the members to be suggested that a serious approach towards the online classes should be considered by the students.
- It was resolved and decided that the intense usage of social media to communicate with each-other as far as online classes and teachers are concerned during this pandemic.

Finally, the Secretary Dr. P. Vijaya Kumari thanked everyone for their participation and adjourned the meeting at 4.00 p.m.

The following members were present at the meeting.

S.No	Name of the member	Designation	Signature
1.	Prof. T. Swarnupa Rani	President	T. Swarnupa
2.	Sr. Y. Raja Kumari	Chairperson	Y. Raja
3.	Dr. J. Vijaya Kumari	Secretary	J. Vijaya
4.	Dr. C. Grace Indira	Member	C. Grace Indira
5.	Dr. B. Selatha	Member	B. Selatha
6.	Dr. Sr. P. Santha Kumar	Member	Santha
7.	Mrs. B.M. Sankaratha	Member	B.M. Sankaratha

J. Vijaya
Secretary

C. Grace Indira
IQAC Co-ordinator
St. Joseph's College of Education for Women,
GUNTUR-522 001, A.P.

T. Swarnupa
PRINCIPAL
ST. JOSEPH'S COLLEGE OF EDUCATION
FOR WOMEN
GUNTUR-522 001, A.P.

11

St. Joseph's College of Education for Women

Disciplinary Committee minutes 2021-2022

12-02-2022

A meeting of the disciplinary Committee was held in the board room at 10.00 a.m on 12-02-2022.

The Committee discussed the following agenda.

Agenda of the meeting:

1. Regularity
2. Hairstyle
3. Submission of records on time.

Resolutions:

The Secretary welcomed all the Committee members to the meeting.

The Committee members discussed the above agenda points and listed out the following resolutions.

- It was resolved and decided that the students maintain the regularity of attendance. Failure of which the in-charge faculty member should call them for explanation for being irregular.
- It was resolved and suggested that the students maintain a proper and decent hairstyle as it indicates professional dignity. If the students happen to disrespect the suggestions they would be reprimanded.
- It was resolved and decided the faculty in-charge should explain the importance of the submission of records on time otherwise the possibility

of failure of the students in the final exams.

finally, the secretary Dr. J. Vijaya Kumari thanked everyone for their participation and adjourned the meeting at 12.00 A.M.

The following members were present at the meeting.

S.No	Name of the member	Designation	Signature
1.	Prof. T. Swarupa Kani	President	T. Swarupa
2.	Sr. Y. Raja Kumari	Chairperson	Y. Raja
3.	Dr. J. Vijaya Kumari	Secretary	J. Vijaya
4.	Dr. C. Grace Indira	Member	C. Grace Indira
5.	Dr. B. Sriatha	Member	B. Sriatha
6.	Dr. Sr. P. Santha Kumari	Member	P. Santha
7.	Mrs. B.M. Scharitha	Member	B.M. Scharitha

J. Vijaya
Secretary

C. Grace Indira
IQAC Co-ordinator
St. Joseph's College of Education for Women,
GUNTUR-522 001, A.P.

T. Swarupa
PRINCIPAL
ST. JOSEPH'S COLLEGE OF EDUCATION
FOR WOMEN
GUNTUR-522 001, A.P.

13

St. Joseph's College of Education for Women, Guntur.

Disciplinary Committee minutes 2022-2023

11-07-2023

A meeting of the disciplinary committee was held in the principal room at 11:00 A.M on 11-07-2023.

The committee discussed the following agenda.

Agenda of the meeting:

1. Classroom cleanliness
2. Saving energy
3. Usage of the amenities responsibly.

Resolutions:

The Secretary welcomed all the Committee members to the meeting.

The Committee members discussed the above agenda points and sorted out the following resolutions.

- It was resolved and decided that the maintenance of cleanliness should be made compulsory as far as the classroom, corridors, campus and washrooms of the college are concerned, as it is the prime requisite of a student now and professional teacher in future. If they don't keep up this obligation then they are taken to the principal who can take a serious action against them.
- It was resolved and decided the issue of saving energy and concluded that the students are suggested seriously to be responsible and concerned regarding saving energy and water, failing which an appropriate fine will be imposed.

- It was resolved and decided to suggest the students make use of all amenities responsibly and benefit from them. Fasting which they are made known to be at great loss.

Finally, the Secretary Dr. J. Vijaya Kumari thanked everyone for their participation and adjourned the meeting at 1.00 P.M.

The following members were present at the meeting.

S.No	Name of the member	Designation	Signature
1.	Prof. T. Swarupa Rani	President	T. Swarupa Rani
2.	Sr. A. Rokkine	Chairperson	Sr. A. Rokkine
3.	Dr. J. Vijaya Kumari	Secretary	J. Vijaya Kumari
4.	Dr. C. Grace Indira	Member	C. Grace Indira
5.	Dr. B. Lalitha	Member	B. Lalitha
6.	Dr. Sr. P. Santha Kumari	Member	Sr. P. Santha Kumari
7.	Mrs. B. Sucharitha	Member	B. Sucharitha

J. Vijaya Kumari
Secretary

C. Grace Indira
IQAC Co-ordinator
St. Joseph's College of Education for Women,
GUNTUR-522 001, A.P.

T. Swarupa Rani
PRINCIPAL
ST. JOSEPH'S COLLEGE OF EDUCATION
FOR WOMEN
GUNTUR-522 001, A.P.

MINUTES OF GRIEVANCE COMMITTEE:

4
St. Joseph's College of Education for Women, Guntur.

GRIEVANCE COMMITTEE MINUTES, 2018-2019
17-9-2018

A meeting of the grievance committee was held in the principal room at 10.00 AM on 17-09-2018.

The committee discussed the following agenda.

Agenda of the meeting: Internship problem.

Resolutions:

The secretary welcomed all the committee to the meeting. The committee members discussed the above agenda and sorted out the following resolutions:

- It was resolved and decided that the faculty members should visit the block teaching schools and speak with concerned school management to behave with our student teachers with due respect and dignity.

Finally, the secretary Dr. SK. Aktharumisa thanked everyone for their participation and adjourned the meeting at 12.00 PM.

The following members were present at the meeting.

S.NO	Name of the Members	Designation	Signature
1.	Prof. T. Swarnala Devi	President	T. Swarnala
2.	Sr. Y. Raja Kumari	Chairperson	Y. Rajalakshmi
3.	Dr. SK. Aktharumisa Begum	Secretary	Dr. Aktharumisa
4.	Dr. J. Vijaya Kumari	Faculty member	J. Vijaya
5.	Dr. T.S. Subhashini	Faculty member	T.S. Subhashini
6.	T. Rajya Lakshmi	Student member	T. Rajya Lakshmi

Dr. Aktharumisa
Secretary

C. Grace Vidya

IQAC Co-ordinator
St. Joseph's College of Education for Women,
GUNTUR-522 001, A.P.

T. Swarnala
PRIN
ST. JOSEPH'S COLLEGE OF EDUCATION
FOR WOMEN
GUNTUR-522 001, A.P.

St. Joseph's College of Education for women, Guntur.

Grievance Committee Minutes 2018-2019

13-02-2019

A meeting of the grievance committee was held in the board room at 11:00 A.M on 13-02-2019.

The committee discussed the following agenda.

Agenda of the meeting: Water problem.

Resolutions:

The secretary welcomed all the committee to the meeting. The committee members discussed the above agenda and sorted out the following resolutions.

- It was resolved and decided that the principal should take the responsibility to go and request the concerned authorities to see that the sump is filled with municipal water.

Finally, the secretary Dr. SK. AKtharunnisa thanked everyone for their participation and adjourned the meeting at 1:00 P.M.

S.NO	Name of the Members	Designation	Signature
1	Prof. T. Sumanra Rani	President	T. Sumanra
2	Sr. Y. Raja Kumari	Chairperson	Y. Raja
3	Dr. SK. AKtharunnisa Begum	Secretary	Dr. AKtharunnisa
4	Dr. P. Vijaya Kumari	Faculty member	P. Vijaya
5	Dr. P. S. Subhashini	Faculty member	P. Subhashini
6	M. Pushpa	Student member	M. Pushpa

Dr. AKtharunnisa
Secretary

C. Grace Indira
IQAC Co-ordinator
St. Joseph's College of Education for Women,
GUNTUR-522 001, A.P.

T. Sumanra
PRINCIPAL
ST. JOSEPH'S COLLEGE OF EDUCATION
FOR WOMEN
GUNTUR-522 001, A.P.

6

St. Joseph's College of Education for Women, Guntur.

Grievance Committee Minutes 2019-2020
12-08-2019

A meeting of the grievance Committee was held in the principal room at 10.30 AM on 12-08-2019

The Committee discussed the following agenda
Agenda of the meeting: Internship problem.

Resolutions:
The Secretary welcomed all the Committee to the meeting. The Committee members discussed the above agenda and solved out the following resolutions.

- It was resolved and decided that the faculty members should visit the block teaching schools and speak with the concerned teachers to behave with our student teachers with due respect and dignity.

Finally, the Secretary Dr. SK. Aktharunnisa thanked everyone for their participation and adjourned the meeting at 12.30 P.M. The following members were present at the meeting.

S.NO	Name of the members	Designation	Signature
1	Prof. T. Swarupa Rani	President	T. Swarupa
2	Sr. Y. Raja Kumari	Chairperson	Y. Rajak
3	Dr. SK. Aktharunnisa Begum	Secretary	Dr. SK. Aktharunnisa
4	Dr. J. Vijaya Kumari	Faculty member	J. Vijaya
5	DY. T.S. Subhashini	Faculty member	T.S. Subhashini
6	CH. Prasanna Kumari	Student member	CH. Prasanna

Dr. SK. Aktharunnisa
Secretary

C. Grace Vidya
ICAG Co-ordinator
St. Joseph's College of Education for Women,
GUNTUR-522 001, A.P.

T. Swarupa
PRINCIPAL
ST. JOSEPH'S COLLEGE OF EDUCATION
FOR WOMEN
GUNTUR-522 001, A.P.

St. Joseph's College of Education for women, Guntur.

Grievance Committee Minutes 2019-2020
18-10-2020

A meeting of the grievance Committee was held in the Principal Room at 11.00 A.M on 18.01.2020.

The Committee discussed the following agenda.

Agenda of the meeting: food items in the canteen.

Resolutions:

The Secretary welcomed all the Committee to the meeting. The Committee members discussed the above agenda and sorted out the following resolutions.

- It was resolved and decided that the mobile canteen is to be arranged temporarily with some snacks like samosa, biscuits, Tea etc, along with the stationary items to be available during the break time.

Finally, the Secretary Dr. SK. Aktharunnisa thanked everyone for their participation and adjourned the meeting at 1.00 P.M. The following members were present at the meeting.

S.NO	Name of the members	Designation	Signature
1	Prof. P. Swarna Rani	President	P. Swarna Rani
2	Dr. Y. Raja Kumari	Chairperson	Y. Raja Kumari
3	Dr. SK. Aktharunnisa Begum	Secretary	Dr. SK. Aktharunnisa Begum
4	Dr. J. Vijaya Kumari	Faculty member	J. Vijaya Kumari
5	Dr. P.S. Subhashini	Faculty member	P.S. Subhashini
6	D. Scoathi	Student member	D. Scoathi

Dr. Aktharunnisa
Secretary

C. Grace Indira

IQAC Co-ordinator
St. Joseph's College of Education for Women,
GUNTUR-522 001, A.P.

P. Swarna Rani

PRINCIPAL
ST. JOSEPH'S COLLEGE OF EDUCATION
FOR WOMEN
GUNTUR-522 001, A.P.

8
St. Joseph's College of Education for women, Guntur.

Grievance Committee Minutes 2020-2021
18-09-2021

A meeting of the grievance committee was held in the board room at 10:30 AM on 18-09-2021.

The Committee discussed the following agenda:

Agenda of the meeting: Not enough time for teaching practices.

Resolutions:

The Secretary welcomed all the Committee to the meeting. The Committee members discussed the above agenda and sorted out the following resolutions:

- It was resolved and decided that the time taken for introduction and the evaluating activities should be minimized so that the students have enough time for teaching practices.

Finally, the Secretary Dr. SK. AKtharumia thanked everyone for their participation and adjourned the meeting at 1:00 P.M.

The following members were present at the meeting:

SNO	Name of the members	Designation	Signature
1.	Prof. T. Swarna Lani	President	T. Swarna
2.	Sr. Y. Laja Kumari	Chairperson	Y. Laja
3.	Dr. SK. AKtharumia Begum	Secretary	Dr. SK. AKtharumia
4.	Dr. J. Vijaya Kumari	Faculty member	J. Vijaya
5.	Dr. T.S. Subhaskini	Faculty member	T.S. Subhaskini
6.	A. Bhargavi	Student member	A. Bhargavi

Dr. AKtharumia
Secretary

C. Grace Indira

IQAC Co-ordinator
St. Joseph's College of Education for Women,
GUNTUR-522 001, A.P.

T. Swarna
PRINCIPAL
ST. JOSEPH'S COLLEGE OF EDUCATION
FOR WOMEN
GUNTUR-522 001, A.P.

St. Joseph's College of Education for women, Guntur.

Grievance Committee Minutes 2020-2021

20-04-2021

A meeting of the grievance committee was held in the principal room at 11:30 a.m. on 20-04-2021.

The committee discussed the following agenda.

Agenda of the meeting: Drinking water problem.

Resolutions:

The secretary welcomed all the committee to the meeting. The committee members discussed the above agenda and sorted out the following resolutions.

- It was resolved and decided that the incharge should take the responsibility to go and request the concerned authorities to see that the sump is filled with municipal water.

Finally, the secretary Dr. SK. Aktharunnisa thanked everyone for their participation and adjourned the meeting at 1.00 p.m.

The following members were present at the meeting.

S.No	Name of the members	Designation	Signature
1.	Prof. T. Swarna Kani	President	T. Swarna
2.	Sr. Y. Raja Kumari	chairperson	Y. Raja
3.	Dr. SK. Aktharunnisa Begum	Secretary	Dr. Aktharunnisa
4.	Dr. J. Vijaya Kumari	faculty member	J. Vijaya
5.	Dr. P. S. Subhashini	faculty member	P. S. Subhashini
6.	G. Sireesha	student member	G. Sireesha

Dr. Aktharunnisa
Secretary

C. Grace Johnson

IOAC Co-ordinator
St. Joseph's College of Education for Women,
GUNTUR-522 001, A.P.

T. Swarna

PRINCIPAL
ST. JOSEPH'S COLLEGE OF EDUCATION
FOR WOMEN
GUNTUR-522 001, A.P.

St. Joseph's College of Education for Women, Guntur

Grievance Committee Minutes 2021-2022
9-12-2021

A meeting of the grievance Committee was held in the Principal room at 10.00 a.m on 9-12-2021.

The Committee discussed the following agenda.

Agenda of the meeting: Internship problem

Resolutions:

The Secretary welcomed all the Committee to the meeting. The Committee members discussed the above agenda and sorted out the following Resolutions.

- It was resolved and decided that the faculty members should visit the block teaching schools and speak with the concerned teachers to behave with our student teachers with due respect and dignity.

finally, the secretary Dr. SK. Aktharunnisa thanked everyone for their participation and adjourned the meeting at 12.00 p.m.

The following members were present at the meeting.

S. NO	Name of the members	Designation	Signature
1.	Prof. T. Swarnala Loni	President	T. Swarnala
2.	Sr. Y. Raja Kumari	chairperson	Y. Raja
3.	Dr. SK. Aktharunnisa Begum	Secretary	Dr. SK. Aktharunnisa
4.	Dr. J. Vijaya Kumari	Faculty member	J. Vijaya
5.	Dr. T.S. Subhashini	Faculty member	T.S. Subhashini
6.	CH. Rajekwasi	Student member	CH. Rajekwasi

Dr. Aktharunnisa
Secretary

C. Grace Indira

IQAC Co-ordinator
St. Joseph's College of Education for Women,
GUNTUR-522 001, A.P.

T. Swarnala

PRINCIPAL
ST. JOSEPH'S COLLEGE OF EDUCATION
FOR WOMEN
GUNTUR-522 001, A.P.

11

St. Joseph's College of Education for women, Guntur.

Grievance Committee Minutes 2021-2022
14-07-2022

A meeting of the grievance committee was held in the Board room at 11.00 A.M on 14-07-2022.

The Committee discussed the following agenda.

Agenda of the meeting: Allotment of more than three books for students in library.

Resolutions:

The Secretary welcomed all the Committee to the meeting. The Committee members discussed the above agenda and sorted out the following resolutions.

- It was resolved and decided that the librarian should monitor and check first of all if the books already taken by that particular student are returned or not and then should check if the request for extra copy is available or not and then decide whether to issue or not.

Finally, the Secretary Dr. SK. Aktharunnisa thanked everyone for their participation and adjourned the meeting at 12.00 P.M

The following members were present at the meeting.

S.No	Name of the member	Designation	Signature
1	Prof. P. Swarupa Rani	President	
2	Sr. Y. Raja Kumari	Chairperson	
3	Dr. SK. Aktharunnisa Begum	Secretary	
4	Dr. J. Vijaya Kumari	Faculty member	
5	Dr. P. S. Subhashini	Faculty member	
6	M. Jyosthna	Student member	

Secretary

IQAC Co-ordinator
St. Joseph's College of Education for Women,
GUNTUR-522 001, A.P.

PRINCIPAL
ST. JOSEPH'S COLLEGE OF EDUCATION
FOR WOMEN
GUNTUR-522 001, A.P.

St. Joseph's College of Education for Women, Guntur

Grievance Committee Minutes 2022-2023
19-12-2022

A meeting of the grievance committee was held in the principal room at 10.00 A.M on 19-12-2022.

The committee discussed the following agenda.

Agenda of the meeting: not enough time for preparing the dry exams.

Resolutions:

The Secretary welcomed all the committee to the meeting. The committee members discussed the above agenda and settled out the following resolutions.

- It was resolved and decided that the committee to advise the students to be active and deepened enough to finish their day to day work with out any procrastination so that they have got ample time to prepare for the theory exams.

Finally, the Secretary Dr. SK. Aktharumisa thanked everyone for their participation and adjourned the meeting at 12.00.

The following members were present at the meeting.

S.NO	Name of the members	Designation	Signature
1	Prof. P. Swarnupa Rani	President	[Signature]
2	Sr. A. Rosehine	Chairperson	[Signature]
3	Dr. SK. Aktharumisa Begum	Secretary	[Signature]
4	Dr. P. Vijaya Kumari	Faculty member	[Signature]
5	Dr. P. S. Subhashini	Faculty member	[Signature]
6	M. Sravani	Student member	[Signature]

Dr. Aktharumisa
Secretary

C. Grace Sudha

IQAC Co-ordinator
St. Joseph's College of Education for Women,
GUNTUR-522 001, A.P.

T. Saravathi
PRINCIPAL
ST. JOSEPH'S COLLEGE OF EDUCATION
FOR WOMEN
GUNTUR-522 001, A.P.

13

St. Joseph's College of Education for Women, Guntur.

Grievance Committee Minutes 2022-2023

07-07-2023

A meeting of the grievance committee was held in the principal room at 11:00 a.m. on 07-7-2023.

The committee discussed the following agenda.

Agenda of the meeting: Library books are not arranged in their respective racks.

Resolutions:

The secretary welcomed all the committee to the meeting. The committee members discussed the above agenda and solved out the following resolutions.

- It was resolved and decided that the committee instructions were given to the librarians to make sure that concerned books are placed in their respective racks. So, that finding the required book becomes an easy task.

Finally, the secretary Dr. SK. Aktharunnisa, thanked everyone for their participation and adjourned the meeting at 1:00 p.m.

The following members were present at the meeting.

S.No	Name of the member	Designation	Signature
1	Prof. T. Swarupa Rani	President	T. Swarupa
2	Sr. A. Roseline	Chairperson	Sr. A. Roseline
3	Dr. SK. Aktharunnisa Begum	Secretary	Dr. SK. Aktharunnisa
4	Dr. J. Vijaya Kumari	Faculty member	Dr. J. Vijaya Kumari
5	Dr. P. S. Subhashini	Faculty member	Dr. P. S. Subhashini
6	SK. Karishma	Student member	SK. Karishma

Dr. Aktharunnisa
Secretary

C. Grace Indra
IQAC Co-ordinator
St. Joseph's College of Education for Women,
GUNTUR-522 001, A.P.

T. Swarupa
PRINCIPAL
ST. JOSEPH'S COLLEGE OF EDUCATION
FOR WOMEN
GUNTUR-522 001, A.P.