

Institutional Plan :2018-19

Name of the College:		GOVT.DEGREE COLLEGE, Porumamilla, Kadapa Dist.								
Name of the Principal:		Sri.R.Adi Narayana Reddy,								
S no	Month	Week	Tentative Dates(s)	Activity Proposed	Name of the Department	Lecturer/staff in charge	Whether conducted	If not, Reasons	Alternate date	Remarks
1	May-18	III week	17.05.2018	Issue of Admission Applications & Online Admissions help desk	Office	Sri.K.A.Jamala Basha Lecturer in Physics & Sri.B.Prasad, Typist				
		III week	18.05.2018 to 01.06.2018	Admission campaign at Near by villages	All the Deapartments	Sri.N.B.Siva Rami Reddy, Lecturer in Physics				
2	Jun-18	I week	02.06.2018 to 08.06.2018	Nava Nirmana Deeksha	Principal & Staff, Students	Principal & Staff Students				
		II week	05.06.2018	College Re Opening	Principal & Staff, Students	Principal & Staff Students				
		II week	05.06.2018	Swatcha Bharath Campus Cleaning	Principal & Staff, Students	Principal & Staff Students				
		II week	05.06.2018	World Environment Day	Department of Botany	Kum.S.Shajida bi, Lecturer in Botany, Smt.Ch.Devi. Lecturer in Botany				
		II week	07.06.2018	Commencement of Classes for III & V Sem	Principal & Staff	All				
		II week	08.06.2018	Staff Meeting	Principal	Sri.R.Adi Narayana Reddy				
		III week	08.06.2018	Institution Plan Preparation	Vice Principal	Sri.N.B.Siva Rami Reddy				
		III week	11.06.2018	Result analysis	Principal	All the Teaching Staff				
		III week	12.06.2018	Commencement of Classes for I Sem	Principal & Staff	All				
		III week	14.06.2018	World Blooddoner Day	RRC	Sri.N.B.Siva Rami Reddy				
		IV Week	18.06.2018	Admission campaign at Near by Junior Colleges	All the Deapartments	Sri.N.B.Siva Rami Reddy, Lecturer in Physics				
		IV Week	23.06.2018	Vanam-Manam	All	NSS/NCC Coordinators				
		V week	25.06.2018	IQAC Meeting	Principal	NAAC / IQAC coordinators				
		V week	30.06.2018	Admission Last date for I Sem	Principal	Sri.R.Adi Narayana Reddy, Principal,				
3	Jul-18	I week	02.07.2018	Research & Faculty Development Programme	Research & Faculty Development Committee	Dr.D.Veera Nagendra Kumar, Lecturer in Zoology				
		I Week	03.07.2018	Review Meeting with Office Staff on financial aspects	Principal	Sri.R.Adi Narayana Reddy, Principal,				

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		II week	13.07.2018	Swatcha Bharath	Principal & Staff, Students	Principal & Staff Students				
		III week	17.07.2018	Anti Raging Activities	NSS	Sri.N.B.Siva Rami Reddy, Lecturer in Physics				
		III week	18.07.2018	Selection of Class Representatives and meeting	Class Incharge Lecturers	All Staff Members				
		IV week	24.07.2018	Last Date for Admission into first year courses with late fee	Principal	Sri.R.Adi Narayana Reddy, Principal,				
		IV week	25.07.2014	Medical Camp	Health Service	Dr.D.Veera Nagendra Kumar, Lecturer in Zoology				
		IV Week	28.07.2018	Vanam-Manam	All	NSS/NCC Coordinators				
		IV week	28.07.2018	Commencement of Student Centric Activities Staff Meeting to carry out class room seminars, study projects, Felid trips and competitions	Staff Members	Teaching Faculty				
		V Week	30.07.2018	Commencement of Ist Internal Examinations	Academic Planning and Teaching evaluation	Sri.K.A.Jamala Basha Lecturer in Physics & Sri.B.Prasad, Typist				
		V week	31.07.2018	IQAC Meeting	Principal	NAAC / IQAC coordinators				
4	Aug-2018	I week	02.08.2018	Review Meeting on Academic Activities	Principal & Staff	Principal & Staff				
		I week	04.08.2018	Swatcha Bharath	Principal & Staff, Students	Principal & Staff Students				
		II Week	06.08.2018	Commencement of JKC Batch	JKC	Dr.D.Veera Nagendra Kumar, Lecturer in Zoology				
		II Week	06.08.2018	Review meeting on I Internal results / Feed Back analysis from students	Principal	Principal				
		II Week	07.08.2018	Parent Teachers Meeting on Student academic issues	Parent Teachers Association	Sri.K.A.Jamala Basha Lecturer in Physics & Sri.B.Prasad, Typist				
		II Week	07.08.2018	Fresher's Day	Literacy and Cultural Committee	Kum.S.Shajida Bi, Lecturer in Botany				
		III week	12.08.2018	International Youth Day	NSS	Sri.N.B.Siva Rami Reddy, Lecturer in Physics				
		III Week	14.08.2018	Last date for Submission of Application for Combination of Attendance	office	Sri.B.Prasad, Typist				
		III week	14.08.2018	Staff Meeting on Independence Day Celebratations	Principal	All the Teaching Staff				

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		III week	15.08.2018	Independence day	College	All				
		III week	17.08.2018	Issue of Scholarships application forms	Scholarship Committee	Sri.K.A.Jamal Bashan				
		IV week	21.08.2018	IUFF	Research Committee	Dr.D.Veera Nagendra Kumar, Lecturer in Zoology				
		IV week	23.08.2018	Submission of Return of Matriculates	office	Sri.B.Prasad, Typist				
		IV week	25.08.2018	IQAC Meeting	Principal	Sri.N.B.Siva Rami Reddy, Lecturer in Physics				
		IV week	25.08.2018	Vanam-Manam	All	NSS/NCC Coordinators				
		V week	27.08.2018	Student Centric Activities Staff Review Meeting on class room seminars, study projects, Felid trips and competitions	Principal	Teaching Faculty				
		V week	29.08.2018	Telugu Bhasha Dinotsavam	Dept.of Telugu	Sri.Y.Siva Sankar Yadav, Lecturer in Telugu				
		V week	29.08.2018	National Sports Day	Sports Activities Committees	Sri.Y.Mahaboob Basha, Lecturer in Physical Education				
5	Sep-18	II Week	04.09.2018	Commencement of 2nd Internal Examinations	Academic Planning and Teaching evaluation	Sri.K.A.Jamala Basha Lecturer in Physics & Sri.B.Prasad, Typist				
		II week	05.09.2018	Teacher Evaluation by students	Principal	Principal				
		II week	05.09.2018	Teachers Day	College	IQAC				
		II week	08.09.2018	International Literacy Day (UNESCO)	Literacy and Cultural Committee	Sri.P.Babu Ravi Chandra				
		III WEEK	10.09.2018	Review meeting on II Internal results / Feed Back analysis from students	Principal	Principal				
		III Week	14.09.2018	Hindi Devas Celebrations	Literacy and Cultural Committee	Kum.S.Shajida Bi, Lecturer in Botany				
		IV Week	16.09.2018	World Ozone Day	Eco Club	Smt.Ch.Devi, Lecturer in Botany				
		IV Week	19.09.2018	IUFF	Faculty Development Committee	Dr.D.Veera Nagendra Kumar, Lecturer in Zoology				
		IV Week	20.09.2018	Last Date for Payment of Exam fee for I, III & V Sem	office	Sri.B.Prasad, Typist				
		IV Week	22.09.2018	Student Centric Activities Staff Meeting to carry out class room seminars, study projects, Felid trips and competitions and Remedial Classes	Principal	Teaching Faculty				
		IV Week	22.09.2018	Vanam-Manam	All	NSS/NCC Coordinators				

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		V week	24.09.2018	NSS Day	NSS Committee	Sri.N.B.Siva Rami Reddy, Lecturer in Physics				
		V week	27.09.2018	IQAC Meeting	Principal	IQAC coordinator				
6	Oct-18	I week	01.10.2018	Commencement of Practical Exams for I, III & V	office	Sri.B.Prasad, Typist				
		I week	02.10.2018	Gandhi Jayani	College	College				
		I week	04.10.2018	World Animal Day	Department of Zoology	Dr.D.Veera Nagendra Kumar, Lecturer in Zoology				
		I week	04.10.2018	Review of Academic Administrative aspects and NAAC/IQAC	Principal	Staff				
		I week	06.10.2018	Last Instruction Day for Ist, IIIrd & Vth semesters	College	All				
		II Week	08.10.2018	Carrier Guidance & planning	Carrier Gudance & planning Committee	Dr.D.Veera Nagendra Kumar, Lecturer in Zoology				
		II Week	10.10.2018	Women Empowerment Programme	Women Empowerment Cell	Kum.S.Shajida Bi, Lecturer in Botany				
		II Week	11.10.2018	Commencement of End Semester Exams for I, III & V	College	Sri.R.Adi Narayana Reddy, Principal				
		II Week	13.10.2018	Alumi Meeting	Alumi Committee	Dr.D.Veera Nagendra Kumar, Lecturer in Zoology				
		III Week	15.10.2018	Student Centric Activities Staff Meeting to carry out class room seminars, study projects, Felid trips and competitions	Principal	Teaching Faculty				
		III Week	16.10.2018 to 18.10.2018	Dasara Holidays	College	Sri.R.Adi Narayana Reddy, Principal				
		IV week	20.10.2018	World Statistics Days	Department of Economics	Smt.V.Malathi, Lecturer in Economics				
		IV Week	25.10.2018	Consumer Awareness Program	Department of Commerce	Sri.P.Chennarayudu, Lecturer in Commerce				
		IV Week	27.10.2018	Vanam-Manam	All	NSS/NCC Coordinators				
		V week	29.10.2018	IQAC Meeting	Principal	NAAC / IQAC coordinators				
7	Nov-18	I Week	05.11.2018	Commencement of Classes for IInd, IVth & VIth semesters	PRINCIPAL	Sri.R.Adi Narayana Reddy, Principal				
		II Week	09.11.2018	Special Training Classes on Placement Drives	Carrier Guidance cell	Dr.D.Veera Nagendra Kumar, Lecturer in Zoology				
		III Week	11.11.2018	National Education Day	Literacy and Cultural Committee	Sri.Siva Sankar Yadav, Lecturer in Telugu				
		III Week	14.11.2018	Children Day	NSS	Sri.N.B.Siva Rami Reddy, Lecturer in Physics				

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		III Week	14.11.2018	World Diabetes Day	Health Service	Dr.D.Veeranagendra Kumar, Lecturer in Zoology				
		III Week	17.11.2018	National Library Week	Department of Library	Sri.R.V.Prasad				
		IV week	20.11.2018	Student Centric Activities Staff Meeting to carry out class room seminars, study projects, Felid trips and competitions	Principal	Teaching Faculty				
		IV week	21.11.2018	World Television Day	Department of Physics	Physics Faculty				
		IV week	22.11.2018	Vanam-Manam	All	NSS/NCC Coordinators				
		IV week	24.11.2018	IUFF	Research Committee	Dr.D.Veera Nagendra Kumar, Lecturer in Zoology				
		V week	27.11.2018	IQAC Meeting	Principal	NAAC / IQAC coordinators				
8	Dec-17	I week	01.12.2018	World AIDS Day	NSS	Sri.N.B.Siva Rami Reddy, Lecturer in Physics				
		II week	05.12.2018	Review Meeting on Academic Activities / NAAC/IQAC	Principal	Principal				
		III Week	10.12.2018	Human Rights Day	Dept.of Commerce	Sri.P.Chennarayudu, Lecturer in Commerce				
		IV week	12.12.2018	IUFF	Research Committee	Dr.D.Veeranagendra Kumar, Lecturer in Zoology				
		IV week	17.12.2018	Commencement of 1st Internal Examinations	Academic Planning and Teaching evaluation	Sri.K.A.Jamala Basha Lecturer in Physics & Sri.B.Prasad, Typist				
		IV week	22.12.2018	National Mathematics Day	Department of Maths	Sri.G.Rama Krishna Reddy, Lecturer in Maths				
		V week	23.12.2018	Farmers Day	Dept. of Botany	Botany Faculty				
		V week	24.12.2018	National Consumer Day	Dept.of Commerce	Sri.P.Chennarayudu, Lecturer in Commerce				
		V week	26.12.2018	IQAC Meeting	Principal	NAAC / IQAC coordinators				
		V week	27.12.2018	JKC Training	JKC	Dr.D.Veeranagendra Kumar, Lecturer in Zoology				
9	Jan-19	I Week	02.01.2019	Review Meeting on academic and Administrative aspects NAAC/IQAC	Principal	Principal				
		I Week	04.01.2019	Job fair	JKC & Career Guidance Cell	Dr.D.Veeranagendra Kumar, Lecturer in Zoology				
		II Week	12.01.2019	National Youth Day	NCC / NSS	NSS PO				
		III Week	14.01.2019 to 16.01.2019	Sankranti Holidays	all departments	ALL				

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		IV week	18.01.2019	IUFF	Research Committee	Dr.D.Veeranagendra Kumar, Lecturer in Zoology				
		IV week	23.01.2019	Examination Notification Ind, IVth & VIth semesters	office	Sri.B.Prasad, Typist				
		IV week	25.01.2019	National Voters Day	NSS	Sri.N.B.Siva Rami Reddy , Lecturer in Physics				
		IV week	26.01.2019	Republic Day	College	Staff				
		V week	30.01.2019	IQAC Meeting	Principal	IQAC coordinator				
		V week	31.01.2019	Vanam-Manam	All	All Dept.				
		III Week								
10	Feb-19	I week	02.02.2019	Review Meeting on academic and Administrative aspects IQAC	Principal	Principal				
		II week	04.02.2019	World Cancer Day	NSS	Sri.N.B.Siva Rami Reddy , Lecturer in Physics				
		III week	11.02.2019	Commencement of 2nd internal examinations for II nd , IV th & VI th semesters	all departments	all				
		III week	13.02.2019	Last Date for Exam Fee Payment for IInd, IVth & VIth semesters	office	Sri.B.Prasad, Typist				
		III week	15.02.2019	Job fair	JKC & Career Guidance Cell	Conveners				
		IV week	21.02.2019	International Mother Language Day	Dept.of Telugu	Sri.Siva Sankar Yadav, Lecturer in Telugu				
		IV week	22.02.2019	Commencement of Practical Examinations for IInd, IVth & VIth semester and Supplementary candidates of annual pattern	office	Sri.B.Prasad, Typist				
		IV week	23.02.2019	Vanam-Manam	all	All Dept.				
		V week	25.02.2019	IQAC Meeting	Principal	NAAC / IQAC coordinators				
		V week	28.02.2019	Last Instruction Day for IInd, IVth & VIth semesters	all departments	all				
		V week	28.02.2019	National Science Day	All the Science Dept.	Sri.N.B.Siva Rami Reddy, Lecturer in Physics				
11	Mar-19	I Week	02.03.2019	Review Meeting on academic and Administrative, Financial aspects IQAC	Principal	Principal				
		II Week	05.03.2019	Budget Utilization	Principal & Office	Principal & Office				

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		II Week	07.03.2019	Commencement of End Semester examinations for II nd , IV th & VI th semester and Theory Examinations for Supplementary candidates of annual pattern	all departments	Principal				
		II Week	08.03.2019	International Womens Day	Women Empowerment Committee	Kum.S.Shajida Bi, Lecturer in Botany				
		III week	16.03.2019	Stock verification	Principal	Staff				
12	Apr-19	I week	03.04.2019	Last working day of the Academic Year 2018-19						

PRINCIPAL
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