

P. V. K. N. GOVT. COLLEGE (AUTONOMOUS): CHITTOOR
DEPARTMENT OF STATISTICS



DEPARTMENTAL MINUTES

FOR

ACADEMIC YEAR 2018 – 19

ACADEMIC YEAR 2019 – 20

ACADEMIC YEAR 2020 – 21

ACADEMIC YEAR 2021 – 22

ACADEMIC YEAR 2022 – 23

ACADEMIC YEAR 2023 – 24

ACADEMIC YEAR 2024 – 25

Department of Statistics Meeting Minutes
PVKN Govt. Degree College (A), Chittoor

Date: 05-12-2024

Agenda:

1. Campus Cleaning Programs

- Implement campus cleaning programs to ensure cleanliness and hygiene on campus premises.

2. Library Visit Week

- Plan and organize Library Visit Week activities to promote library usage among students and faculty.

3. National Mathematics Day

- Discuss the significance of National Mathematics Day and plan activities to celebrate the birth anniversary of Srinivasa Ramanujan.
- Allocate resources for events promoting mathematics education and appreciation among students.

4. Semester End Examinations

- Ensure effective coordination for the semester end examinations to facilitate smooth conduct and timely evaluation.

Minutes and Resolutions:

The Department of Statistics held a meeting that commenced at 4:00 PM, with the Head of Department and faculty members present. The following discussions and decisions were made.

1. Campus Cleaning Programs:

- Minutes: Implemented campus cleaning programs to maintain cleanliness and hygiene.
- Resolutions: Assigned responsibilities and monitored progress to ensure effective execution of the cleaning programs.

2. Library Visit Week:

- Minutes: Planned and organized Library Visit Week activities to promote library usage.
- Resolutions: Provided necessary support and resources for the successful conduct of Library Visit Week events.

3. December 22, 2023 (National Mathematics Day):

- Minutes: Discussed plans for celebrating National Mathematics Day and promoting mathematics education.

- Resolutions: Organized events and activities to commemorate the day and encourage student participation in mathematics-related activities.

4. On January – 2025 First Midterm Examinations:

- Minutes: Ensured smooth conduct of second midterm examinations.
- Resolutions: Addressed any logistical issues and provided support to students and faculty during the examination period.



Department of Statistics Meeting Minutes
PVKN Govt. Degree College (A), Chittoor

Date: 02-11-2024

Agenda:

1. Continuation of semester-end examinations.
2. Conducting semester-end practical examinations.
3. Preparing for the admissions drive in the surroundings of Chittoor.
4. Fixing of minor subjects for the upcoming II semester.
5. Scheduling and mapping of long-term internships for VI semester students.
6. Furnishing and submitting required data in AISHE and NIRF.
7. Preparation of timetable for even semesters and mapping in the TLP app.
8. Celebrating important days and commemorative days in the college.
9. Implementation of the academic schedule without any deviation as circulated earlier.

Minutes of the meeting:

The Department of Statistics held a meeting that commenced at 4:00 PM, with the Head of Department and faculty members present. The following discussions and decisions were made.

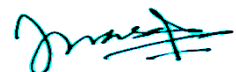
1. **Continuation of Semester-End Examinations:**
 - Discussed the current status and preparedness for the continuation of semester-end examinations.
 - Decided to ensure all logistical arrangements are in place.
2. **Conducting Semester-End Practical Examinations:**
 - Reviewed the schedule for practical examinations.
 - Resolved to coordinate with respective departments for smooth conduct.
3. **Admissions Drive Preparation:**
 - Planned strategies for the admissions drive in Chittoor.
 - Resolved to allocate teams for various locations.
4. **Fixing Minor Subjects for II Semester:**
 - Discussed potential minor subjects for the upcoming semester.
 - Resolved to finalize the subjects by the next meeting.
5. **Long-Term Internship for VI Semester Students:**
 - Discussed the mapping and scheduling process.
 - Resolved to collaborate with industry partners.
6. **Board of Studies (BOS) Meetings:**
 - Planned the schedule for BOS meetings.

- Resolved to invite external experts in blended mode.
- 7. Submission of AISHE and NIRF Data:**
 - Discussed the required data for AISHE and NIRF.
 - Resolved to submit the data within the deadline.
- 8. Timetable Preparation for Even Semesters:**
 - Discussed the preparation of the timetable.
 - Resolved to map the timetable in the TLP app.
- 9. Implementation of Academic Schedule:**
 - Discussed the current academic schedule.
 - Resolved to ensure no deviations from the circulated schedule.

Resolutions Passed:

The Department of Statistics held a meeting that commenced at 4:00 PM, with the Head of Department and faculty members present. The following discussions and decisions were made.

1. All semester-end examinations and practical end examinations will proceed as planned, with necessary preparations in place.
2. The admissions drive will be conducted in Chittoor with allocated teams.
3. Minor subjects for the II semester will be finalized and approved by the next meeting.
4. Long-term internships for VI semester students will be scheduled in collaboration with industry partners.
5. BOS meetings will be scheduled, and external experts will be invited.
6. AISHE and NIRF data will be submitted within the stipulated deadlines.
7. The timetable for even semesters will be prepared and mapped in the TLP app.
8. Important and commemorative days will be celebrated with planned activities.
9. The academic schedule will be implemented without any deviations.



Department of Statistics Meeting Minutes
PVKN Govt. Degree College (A), Chittoor

Date: 04-09-2024

Agenda:

1. **II Mid Examinations for I, III, and V Semesters:**
 - Ensuring the smooth conduct of mid-term examinations
 - Reviewing examination schedules and logistics
 - Preparing for examination moderation and result processing
2. **Mentor and Mentee Programs:**
 - Implementation and review of mentorship programs
 - Ensuring effective communication between mentors and mentees
 - Addressing any challenges in the mentorship process
3. **Clean and Green Week:**
 - Initiatives for campus cleanliness and green practices
 - Engaging students in environmental conservation activities
 - Promoting a clean and eco-friendly campus environment
4. **NAAC Cycle-IV Data Formats and Data Collections:**
 - Initiating the process of data collection for NAAC accreditation
 - Distribution of responsibilities among departments
 - Ensuring accuracy and completeness of data submission

Minutes of the meeting:

The Department of Statistics held a meeting that commenced at 4:00 PM, with the Head of Department and faculty members present. The following discussions and decisions were made.

1. The upcoming II Mid Examinations for III, and V Semesters were on schedule. Examination moderation strategies were discussed to ensure a smooth process.
2. Mentor and Mentee Programs were reviewed, and it was confirmed that effective communication channels were established. Any challenges in the mentorship process were addressed.
3. Clean and Green Week initiatives were underway, with a focus on promoting environmentally friendly practices and engaging students in conservation activities.
4. Initiatives for NAAC Cycle-IV data formats and data collections were initiated. Responsibilities were distributed among departments to ensure accurate and complete data submission.



Department of Statistics Meeting Minutes
PVKN Govt. Degree College (A), Chittoor

Date: 14-08-2024

Agenda:

1. Mentor and Mentee Programs:

- Implementation and review of mentorship programs
- Ensuring effective communication between mentors and mentees
- Addressing any challenges in the mentorship process

2. Clean and Green Week:

- Initiatives for campus cleanliness and green practices
- Engaging students in environmental conservation activities
- Promoting a clean and eco-friendly campus environment

3. I Mid Examinations for I, III, and V Semesters:

- Ensuring the smooth conduct of mid-term examinations
- Reviewing examination schedules and logistics
- Preparing for examination moderation and result processing

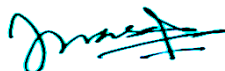
4. NAAC Cycle-IV Data Formats and Data Collections:

- Initiating the process of data collection for NAAC accreditation
- Distribution of responsibilities among departments
- Ensuring accuracy and completeness of data submission

Minutes of the meeting:

The Department of Statistics held a meeting that commenced at 4:00 PM, with the Head of Department and faculty members present. The following discussions and decisions were made.

1. Mentor and Mentee Programs were reviewed, and it was confirmed that effective communication channels were established. Any challenges in the mentorship process were addressed.
2. Clean and Green Week initiatives were underway, with a focus on promoting environmentally friendly practices and engaging students in conservation activities.
3. The upcoming I Mid Examinations for III, and V Semesters were on schedule. Examination moderation strategies were discussed to ensure a smooth process.
4. Initiatives for NAAC Cycle-IV data formats and data collections were initiated. Responsibilities were distributed among departments to ensure accurate and complete data submission.



Department of Statistics Meeting Minutes
PVKN Govt. Degree College (A), Chittoor

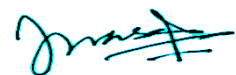
Date: 11-07-2024

Agenda:

- 1. Regular support to students for Long term Internship:**
 - Monitoring students of Long term Internship and its evaluation.
- 2. Strict Adherence to Announced Academic Schedule 2024-25**
 - Review of compliance with the academic calendar
 - Addressing any challenges faced by departments
 - Strategies for reinforcing the importance of schedule adherence
- 3. Conducting for BOS Meetings:**
 - Discussion on upcoming meetings
 - Agenda setting for effective deliberations
 - Coordination and communication strategies
- 4. NAAC Cycle-IV Data Formats and Data Collections:**
 - Initiating the process of data collection for NAAC accreditation
 - Distribution of responsibilities among departments
 - Ensuring accuracy and completeness of data submission

Minutes of the meeting:

1. Evaluating Long-term internships for VI semester students.
2. Strict adherence to the announced academic schedule for 2024-25 was emphasized.
Heads of Departments were directed to communicate any deviations to the schedule and to ensure timely completion of syllabus and assessments.
3. Conducting BOS Review Meetings was discussed. Agendas were set, and coordination strategies were established to ensure effective deliberations.
4. Focusing on admissions for I B. Sc, Major (Applied Computer Statistics).
5. Initiatives for NAAC Cycle-IV data formats and data collections were initiated.
Responsibilities were distributed among departments to ensure accurate and complete data submission.



Department of Statistics Meeting Minutes
PVKN Govt. Degree College (A), Chittoor

Date: 13-06-2024

Agenda:

1. Regular support to students for CSP, Short term Internship, OJT:

- Monitoring students of CSP and Short term Internship.
- Monitoring students of Long term Internship and its evaluation.

2. Commencement of Regular Class Work for I, III, and V Students:

- Overview of the class schedule
- Ensuring smooth transition for students
- Monitoring attendance and academic progress

3. Strict Adherence to Announced Academic Schedule 2024-25

- Review of compliance with the academic calendar
- Addressing any challenges faced by departments
- Strategies for reinforcing the importance of schedule adherence

4. Planning for BOS Review Meetings:

- Discussion on upcoming meetings
- Agenda setting for effective deliberations
- Coordination and communication strategies

5. Syllabus Confirmation of I, III and V Semester Programs:

- Confirmation of syllabus for upcoming semesters
- Incorporating any necessary updates or revisions
- Ensuring alignment with academic goals and standards

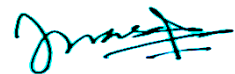
6. NAAC Cycle-IV Data Formats and Data Collections:

- Initiating the process of data collection for NAAC accreditation
- Distribution of responsibilities among departments
- Ensuring accuracy and completeness of data submission

Minutes of the meeting:

1. Long-term internships for VI semester students will be scheduled in collaboration with industry partners.
2. The commencement of regular class work for I, III, and V students was reported to be smooth. Attendance and academic progress were being monitored, and faculty members were encouraged to address any concerns promptly.

3. Strict adherence to the announced academic schedule for 2024-25 was emphasized. Heads of Departments were directed to communicate any deviations to the schedule and to ensure timely completion of syllabus and assessments.
4. Planning for upcoming and BOS Review Meetings was discussed. Agendas were set, and coordination strategies were established to ensure effective deliberations.
5. Focusing on admissions for I B. Sc, Major (Applied Computer Statistics).
6. Syllabus confirmation for I, III and V semester programs was completed, with necessary updates incorporated. The alignment with academic goals and standards was confirmed.
7. Initiatives for NAAC Cycle-IV data formats and data collections were initiated. Responsibilities were distributed among departments to ensure accurate and complete data submission.



Department of Statistics Meeting Minutes
PVKN Govt. Degree College (A), Chittoor

Date: 02-03-2024

Agenda:

Commencement of Conducting Certificate Programs for the Academic Year 2023-24 through Online/Offline

1. Introduction and Overview of Certificate Programs
2. Curriculum and Course Structure Review
3. Resource Allocation and Staffing Requirements
4. Admission and Enrollment Procedures
5. Timeline for Program Implementation
6. Any Others

Minutes of the meeting:

The Department of Statistics held a meeting that commenced at 4:00 PM, with the Head of Department and faculty members present. The following discussions and decisions were made.

1. **Introduction and Overview of Certificate Programs:**
 - The Chair provided an overview of the certificate programs planned for the academic year 2023-24, highlighting their significance in providing specialized skills and knowledge to students.
2. **Discussion on Online and Offline Delivery Modes:**
 - A detailed discussion was held regarding the delivery modes for the certificate programs, considering both online and offline options. The feasibility, advantages, and challenges of each mode were thoroughly explored.
3. **Curriculum and Course Structure Review:**
 - The curriculum and course structure of each certificate program were reviewed. Suggestions for adjustments to accommodate the chosen delivery modes were discussed and noted for further consideration.
4. **Admission and Enrollment Procedures:**
 - The admission criteria, application process, and enrollment procedures for the certificate programs were discussed with consideration for online and offline applicants. It was decided to streamline the procedures to facilitate smooth enrollment.
5. **Program Promotion and Outreach Strategies:**

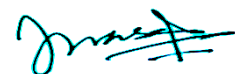
- Strategies for promoting the certificate programs and reaching out to potential students through online and offline channels were deliberated upon. It was suggested to leverage social media, websites, and local outreach programs for effective promotion.

6. Any Others:

- Additional concerns or suggestions regarding the commencement of certificate programs for the academic year 2023-24 were invited from the attendees. Any outstanding matters were addressed, and clarifications were provided as needed.

Resolutions passed:

1. It was resolved to offer certificate programs for the academic year 2023-24 through both online and offline modes to accommodate the diverse needs of students.
2. The curriculum and course structures of certificate programs will be adjusted as necessary to ensure alignment with the chosen delivery modes.
3. Admission and enrollment procedures will be streamlined to facilitate smooth enrollment for both online and offline applicants.
4. Promotion and outreach strategies will be developed and implemented to effectively reach potential students through online and offline channels.
5. Any outstanding concerns or suggestions raised during the meeting will be addressed promptly to facilitate the successful commencement of certificate programs for the academic year 2023-24.



Department of Statistics Meeting Minutes
PVKN Govt. Degree College (A), Chittoor

Date: 17-02-2024

Agenda:

1. Conducting frequent NAAC review meetings to expedite the process.
2. Organizing job drives for students.
3. Planning and conducting the II Convocation Day in the college.
4. Hosting a one-day workshop on NAAC DVV (Data Validation and Verification) and SSR (Self-Study Report) processes.
5. Conducting admissions drives.
6. Conduction of NSS (National Service Scheme) and NCC (National Cadet Corps) programs.

Minutes of the Meeting:

The Department of Statistics held a meeting that commenced at 4:00 PM, with the Head of Department and faculty members present. The following discussions and decisions were made.

1. **Frequent NAAC Review Meetings:**
 - Discussed the current status of the NAAC accreditation process.
 - Resolved to hold review meetings more frequently to ensure timely completion.
2. **II Convocation Day Planning:**
 - Discussed the schedule and logistics for the 2nd Convocation Day.
 - Resolved to form a committee to oversee the event preparations.
3. **Workshop on NAAC DVV and SSR Process:**
 - Planned a one-day workshop to educate faculty and staff on NAAC DVV and SSR processes.
 - Assigned tasks to coordinate with external experts for the workshop.
4. **Conducting Admissions Drives:**
 - Discussed strategies to attract prospective students.
 - Decided on key locations and dates for admissions drives.

Resolutions Passed:

1. **Frequent NAAC Review Meetings:**
 - It was resolved to conduct NAAC review meetings more frequently to expedite the accreditation process.
2. **2nd Convocation Day:**

- A committee will be formed to plan and oversee the 2nd Convocation Day, ensuring all logistics and preparations are in place.

3. NAAC DVV and SSR Workshop:

- A one-day workshop on NAAC DVV and SSR processes will be conducted, involving external experts to guide faculty and staff.

4. Admissions Drives:

- Admissions drives will be conducted at key locations on specified dates to attract prospective students.



Department of Statistics Meeting Minutes
PVKN Govt. Degree College (A), Chittoor

Date: 06-01-2024

Agenda:

1. Continuation of semester-end examinations.
2. Conducting semester-end practical examinations.
3. Preparing for the admissions drive in the surroundings of Chittoor.
4. Fixing of minor subjects for the upcoming II semester.
5. Scheduling and mapping of long-term internships for VI semester students.
6. Conduct of Board of Studies (BOS) meetings for forthcoming semesters.
7. Ascertaining and monitoring works for the Graduation Day in the college.
8. Furnishing and submitting required data in AISHE and NIRF.
9. Preparation of timetable for even semesters and mapping in the TLP app.
10. Implementation of the academic schedule without any deviation as circulated earlier.

Minutes of the meeting:

The Department of Statistics held a meeting that commenced at 4:00 PM, with the Head of Department and faculty members present. The following discussions and decisions were made.

1. **Continuation of Semester-End Examinations:**
 - Discussed the current status and preparedness for the continuation of semester-end examinations.
 - Decided to ensure all logistical arrangements are in place.
2. **Conducting Semester-End Practical Examinations:**
 - Reviewed the schedule for practical examinations.
 - Resolved to coordinate with respective departments for smooth conduct.
3. **Admissions Drive Preparation:**
 - Planned strategies for the admissions drive in Chittoor.
 - Resolved to allocate teams for various locations.
4. **Fixing Minor Subjects for II Semester:**
 - Discussed potential minor subjects for the upcoming semester.
 - Resolved to finalize the subjects by the next meeting.
5. **Long-Term Internship for VI Semester Students:**
 - Discussed the mapping and scheduling process.
 - Resolved to collaborate with industry partners.
6. **Board of Studies (BOS) Meetings:**

- Planned the schedule for BOS meetings.
 - Resolved to invite external experts in blended mode.
- 7. Graduation Day Preparations:**
- Reviewed the plans for Graduation Day.
 - Assigned tasks to committee members for monitoring progress.
- 8. Submission of AISHE and NIRF Data:**
- Discussed the required data for AISHE and NIRF.
 - Resolved to submit the data within the deadline.
- 9. Timetable Preparation for Even Semesters:**
- Discussed the preparation of the timetable.
 - Resolved to map the timetable in the TLP app.
- 10. Implementation of Academic Schedule:**
- Discussed the current academic schedule.
 - Resolved to ensure no deviations from the circulated schedule.

Resolutions Passed:

The Department of Statistics held a meeting that commenced at 4:00 PM, with the Head of Department and faculty members present. The following discussions and decisions were made.

1. All semester-end examinations and practicals will proceed as planned, with necessary preparations in place.
2. The admissions drive will be conducted in Chittoor with allocated teams.
3. Minor subjects for the II semester will be finalized and approved by the next meeting.
4. Long-term internships for VI semester students will be scheduled in collaboration with industry partners.
5. BOS meetings will be scheduled, and external experts will be invited.
6. Graduation Day preparations will be monitored by the assigned committee members.
7. AISHE and NIRF data will be submitted within the stipulated deadlines.
8. The timetable for even semesters will be prepared and mapped in the TLP app.
9. Important and commemorative days will be celebrated with planned activities.
10. The academic schedule will be implemented without any deviations.



Department of Statistics Meeting Minutes
PVKN Govt. Degree College (A), Chittoor

Date: 25-11-2023

Agenda:

1. Campus Cleaning Programs

- Implement campus cleaning programs to ensure cleanliness and hygiene on campus premises.

2. Library Visit Week

- Plan and organize Library Visit Week activities to promote library usage among students and faculty.

3. Second Midterm Examinations

- Ensure smooth conduct of second midterm examinations and provide necessary support to students and faculty.

4. National Mathematics Day

- Discuss the significance of National Mathematics Day and plan activities to celebrate the birth anniversary of Srinivasa Ramanujan.
- Allocate resources for events promoting mathematics education and appreciation among students.

5. Semester End Examinations

- Ensure effective coordination for the semester end examinations to facilitate smooth conduct and timely evaluation.

Minutes and Resolutions:

The Department of Statistics held a meeting that commenced at 4:00 PM, with the Head of Department and faculty members present. The following discussions and decisions were made.

1. Campus Cleaning Programs:

- Minutes: Implemented campus cleaning programs to maintain cleanliness and hygiene.
- Resolutions: Assigned responsibilities and monitored progress to ensure effective execution of the cleaning programs.

2. Library Visit Week:

- Minutes: Planned and organized Library Visit Week activities to promote library usage.
- Resolutions: Provided necessary support and resources for the successful conduct of Library Visit Week events.

3. Second Midterm Examinations:

- Minutes: Ensured smooth conduct of second midterm examinations.
- Resolutions: Addressed any logistical issues and provided support to students and faculty during the examination period.

4. National Mathematics Day:

- Minutes: Discussed plans for celebrating National Mathematics Day and promoting mathematics education.
- Resolutions: Organized events and activities to commemorate the day and encourage student participation in mathematics-related activities.

5. Semester End Examinations:

- Minutes: Coordinated efforts for the successful conduct of semester end examinations.
- Resolutions: Ensured adequate arrangements for examination logistics and facilitation of evaluation processes.



Department of Statistics Meeting Minutes
PVKN Govt. Degree College (A), Chittoor

Date: 18-11-2023

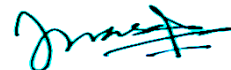
Agenda:

1. Update on AQAR Data Collection Program.
2. Coordination among Committees: All Conveners Meeting.
3. AQAR Data Collection Progress Review.
4. Preparations for Parents-Teachers Meeting.

Minutes and Resolutions:

The Department of Statistics held a meeting that commenced at 4:00 PM, with the Head of Department and faculty members present. The following discussions and decisions were made.

1. Update on the AQAR Data Collection Program was reviewed, with a resolution to ensure the timely and accurate completion of data collection processes.
2. AQAR Data Collection Progress was reviewed again, with a resolution to allocate additional resources if needed to complete the process on time.
3. The Syllabus Completion Meeting findings were reviewed, with resolutions to monitor syllabus coverage closely and ensure timely completion.
4. Preparations for Parents-Teachers Meeting were discussed, with resolutions to ensure effective communication and parental involvement in academic affairs.



Department of Statistics Meeting Minutes
PVKN Govt. Degree College (A), Chittoor

Date: 14-10-2023

Agenda:

- 1. Strict Adherence to Announced Academic Schedule 2023-24:**
 - Ensuring compliance with the academic calendar
 - Addressing any challenges in schedule adherence
 - Strategies for timely completion of syllabus and assessments
- 2. Students Interactive/Participation:**
 - Enhancing student involvement in academic and extracurricular activities
 - Strategies to encourage student interaction and participation
 - Fostering a vibrant student community
- 3. Content Focus Program Week:**
 - Designing programs with a focus on academic content
 - Collaboration with departments for specialized sessions
 - Engaging students in intellectually stimulating activities
- 4. Mentor and Mentee Programs:**
 - Implementation and review of mentorship programs
 - Ensuring effective communication between mentors and mentees
 - Addressing any challenges in the mentorship process
- 5. Conduct of Field Trips:**
 - Planning for educational and experiential field trips
 - Ensuring safety and educational value of field trips
 - Faculty coordination and student participation
- 6. Clean and Green Week:**
 - Initiatives for campus cleanliness and green practices
 - Engaging students in environmental conservation activities
 - Promoting a clean and eco-friendly campus environment
- 7. Library Week:**
 - Planning and coordination for library-focused activities
 - Encouraging library usage among students
 - Highlighting the importance of reading and research
- 8. I Mid Examinations for I, III, and V Semesters:**
 - Ensuring the smooth conduct of mid-term examinations
 - Reviewing examination schedules and logistics

- Preparing for examination moderation and result processing


9. NAAC Cycle-IV Data Formats and Data Collections:

- Initiating the process of data collection for NAAC accreditation
- Distribution of responsibilities among departments
- Ensuring accuracy and completeness of data submission

Minutes of the meeting:

The Department of Statistics held a meeting that commenced at 4:00 PM, with the Head of Department and faculty members present. The following discussions and decisions were made.

1. A review of the academic schedule for 2023-24 confirmed that departments were strictly adhering to the calendar. Any deviations were addressed promptly, and strategies were discussed to ensure timely completion of syllabus and assessments.
2. Enhancing student interaction and participation in academic and extracurricular activities were emphasized. Strategies were discussed to foster a vibrant student community.
3. Mentor and Mentee Programs were reviewed, and it was confirmed that effective communication channels were established. Any challenges in the mentorship process were addressed.
4. Planning for educational and experiential field trips was discussed. The importance of ensuring both safety and educational value in these trips was emphasized.
5. Clean and Green Week initiatives were underway, with a focus on promoting environmentally friendly practices and engaging students in conservation activities.
6. Library Week activities were being planned to encourage library usage among students and emphasize the importance of reading and research.
7. The upcoming I Mid Examinations for I, III, and V Semesters were on schedule. Logistics and examination moderation strategies were discussed to ensure a smooth process.
8. Initiatives for NAAC Cycle-IV data formats and data collections were initiated. Responsibilities were distributed among departments to ensure accurate and complete data submission.



Department of Statistics Meeting Minutes
PVKN Govt. Degree College (A), Chittoor

Date: 30-09-2023

Agenda:

1. Commencement of Regular Class Work for I, III, and V Students:

- Overview of the class schedule
- Ensuring smooth transition for students
- Monitoring attendance and academic progress

2. Strict Adherence to Announced Academic Schedule 2023-24:

- Review of compliance with the academic calendar
- Addressing any challenges faced by departments
- Strategies for reinforcing the importance of schedule adherence

3. Planning for BOS Review Meetings:

- Discussion on upcoming meetings
- Agenda setting for effective deliberations
- Coordination and communication strategies

4. Syllabus Confirmation of III and V Semester Programs:

- Confirmation of syllabus for upcoming semesters
- Incorporating any necessary updates or revisions
- Ensuring alignment with academic goals and standards

5. Students Seminar Week, Library Week:

- Planning and coordination for upcoming events
- Involvement of faculty and students
- Ensuring a diverse range of topics and activities

6. NAAC Cycle-IV Data Formats and Data Collections:

- Initiating the process of data collection for NAAC accreditation
- Distribution of responsibilities among departments
- Ensuring accuracy and completeness of data submission

Minutes of the meeting:

The Department of Statistics held a meeting that commenced at 4:00 PM, with the Head of Department and faculty members present. The following discussions and decisions were made.

1. The commencement of regular class work for I, III, and V students was reported to be smooth. Attendance and academic progress were being monitored, and faculty members were encouraged to address any concerns promptly.

2. Strict adherence to the announced academic schedule for 2023-24 was emphasized. Heads of Departments were directed to communicate any deviations to the schedule and to ensure timely completion of syllabus and assessments.
3. Planning for upcoming and BOS Review Meetings was discussed. Agendas were set, and coordination strategies were established to ensure effective deliberations.
4. Syllabus confirmation for III and V semester programs was completed, with necessary updates incorporated. The alignment with academic goals and standards was confirmed.
5. Planning for the Students Seminar Week and Library Week was in progress. The involvement of faculty and students was encouraged to ensure the success of these events.
6. Initiatives for NAAC Cycle-IV data formats and data collections were initiated. Responsibilities were distributed among departments to ensure accurate and complete data submission.



Department of Statistics Meeting Minutes
PVKN Govt. Degree College (A), Chittoor

Date: 16-09-2023

Agenda:

- 1. Bridge Course Program for 1st Year Students:**
 - Assessment of the program's implementation
 - Feedback collection from faculty and students
 - Identification of areas for improvement
- 2. Strict Adherence to Announced Academic Schedule 2023-24:**
 - Review of compliance with the academic calendar
 - Addressing any challenges faced by departments
 - Strategies for reinforcing the importance of schedule adherence
- 3. Continuation of Semester End Examinations for II and IV Semesters:**
 - Evaluation of the ongoing examination process
 - Addressing any issues or concerns raised during examinations
 - Preparation for result processing and publication
- 4. Student Awareness Necessity Programs in this Department:**
 - Progress update on ongoing awareness programs
 - Identifying new themes and topics for future programs
 - Strengthening collaboration between departments for impactful initiatives
- 5. Initiation Regarding Going for NAAC Cycle-IV:**
 - Discussion on the decision to pursue NAAC Cycle-IV
 - Assigning responsibilities for the preparation process
 - Establishing a timeline for the initiation steps
- 6. SSR Data Collection:**
 - Initiation of the Self-Study Report (SSR) preparation process
 - Assignment of responsibilities for data collection
 - Establishing a timeline for the completion of SSR-related tasks

Minutes of the meeting:

The Department of Statistics held a meeting that commenced at 4:00 PM, with the Head of Department and faculty members present. The following discussions and decisions were made.

1. The Bridge Course Program for 1st Year Students, conducted from 03-09-2023, was reviewed. Faculty and student feedback were positive, and areas for improvement were identified for future implementations.

2. Strict adherence to the announced academic schedule for 2023-24 was emphasized. Heads of Departments were directed to address any challenges faced in maintaining the schedule and to ensure timely completion of syllabus and assessments.
3. The ongoing Semester End Examinations for II and IV Semesters, which began on 26-08-2023, were discussed.
4. Student Awareness Necessity Programs were acknowledged for their significance. It was recommended to continue these programs and explore additional themes that align with current societal needs.
5. The initiation of NAAC Cycle-IV was discussed, and responsibilities were assigned for the preparation process. A timeline was established to ensure a smooth transition into the next accreditation cycle.
6. The commencement of SSR data collection was announced, and responsibilities were assigned for a systematic and thorough data collection process.



Department of Statistics Meeting Minutes
PVKN Govt. Degree College (A), Chittoor

Date: 05-08-2023

Agenda:

- 1. Students' Induction Program for 1st Year Students:**
 - Welcome and introduction of new students
 - Overview of Department facilities and resources
 - Orientation on college rules and regulations
 - Introduction to Department programs and courses
- 2. Second Mid Examinations for II and IV Semesters:**
 - Discussion on examination schedule.
 - Review of question paper setting and moderation
- 3. Semester End Practical Examinations:**
 - Planning and conduction for practical exams
- 4. Semester End Examinations for II and IV Semesters:**
 - Finalization of examination centers and invigilators

Minutes of the meeting:

The Department of Statistics held a meeting that commenced at 4:00 PM, with the Head of Department and faculty members present. The following discussions and decisions were made.

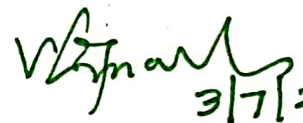
1. The Students' Induction Program for I st Year Students scheduled for 08-08-2023 was approved. The Head of Departments were directed to coordinate with faculty member for effective execution.
2. Second Mid Examinations for II and IV Semesters were reviewed, and the finalized schedule was communicated.
3. The Head of Department were advised to communicate the calendar to both faculty and students promptly.
4. Conducting for Semester End Practical Examinations was discussed, and necessary arrangements, evaluation criteria, were finalized.
5. Attending Invigilation duties for Semester End Examinations for II and IV Semesters, were discussed.




03.07.2023.

The Faculty members of Department of Statistics met at 4.00 pm in the department and discuss the issues.

1. Review on completion of Syllabus for II semester and IV semester courses.
2. Completion progress of CSP.
3. Evaluation papers of CSP.
4. progress on short term Internship.
5. Monitoring of on Job training in various Industries.
6. Updation of department activities as per IQAC Cell guidelines.

1. 
3/7/2023

2. 

01-06-2023.

The faculty members of Dept of Statistics met 10 Am in the department and discussed as

- Ref: 1. Mentioned the previous References in Dept. minutes 22.05.2023.
2. General Staff Meeting (online) held on 31.05.2023

As per the above references, Dept. of Statistics conducted meeting and resolved the following

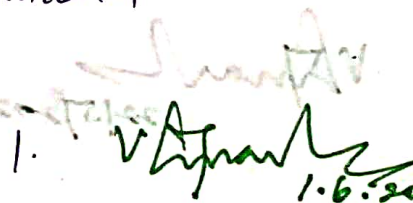
1. To provide Data science as a minor subject for students who opted it in AY 2023-24.

Justification: a) Data science is a field in the interdisciplinary domain. It is about the scientific approach in processing huge data requirements. The science of data pertains to various scientific techniques and theories derived from several fields in the context of Mathematics, Statistics, Computer Science and domain knowledge.

b) Students can pursue their P.G and in these subjects.

2. Updation of departmental Records.

3. Celebration of National Statistics day on (29-06-2023)

1.  1.6.2023

2. 

22-05-2023

The Faculty members of Department of Statistics met
10 AM in the department discussed

Sub: Conversion of Existing UG programmes from three
majors to single major - Regarding

- Ref: 1. LT No. APSCHE/ACICBCS-2019-20/ Review from the
Secretary, APSAHE, Mangalore, Dated: 24.4.2023
2. Proc. No. I/CCE - Acad Cell/ Sing. Maj/ AO-06/2022, Dated: 18.5.2023
3. General Staff Meeting held on 22.05.2023.

As per the above subject and references, Dept. of
Statistics conducted a meeting and resolved the following

1. To start Statistics as a Major Subject and
Computer Science as a Minor Subject from the
AY 2023-24 as per the new guidelines of
APSCHE in Ref (1) and (2).
2. To provide Statistics as a minor Subject for students
who opted it.
3. To proposed strength for AY 2023-24 is 30 seats.

1. V. Anur
22/5/2023

2. Chandra

04.05.2023

The faculty members of Dept of Statistics met at 4.00 PM in the Department of Statistics and discussed various issues.

1. conducting BOS meeting for Sem-II & IV.

2. a) As per reference Lt also APSCHE/ACI CBCS - 2019-20 / Review from the Secretary, Mangalagiri dated 24-4-2023.

b) PROC. NO. I / CCE - ACAD. CELL / SINGLE - MAT. / AO - 06.

3. updating IQAC related records.

4. Mapping COs, PO, PSOs attainment as per the instructions of QAAC.

5. Monitor the on job training of VI sem students

1. Vignam
4/5/2023


2. 4/5/23

2. chandrasekhar

The faculty members of Dept of Statistics met at 4.00 PM in the Department and discussed issues

1. Distribution of Timetable as per Coursework for Semester II & IV (22-STA-2C2 & 22-STA-4C4, 22-STA-4C5)
2. Syllabus discussion for Blended BSc Course
3. Conducting of mentormentee programme for all I, II & III year students
4. Industry visit for VI Sem Students for OTT allotment.
5. updating IQAC related records.
6. Final Submission of CIA to Office of the COE.
7. Allotment of Industry for OJT students and monitoring.

1.  6/4/2023

2.  eha



06.03.2023

Three faculty members of Dept of Statistics met at 4.00 PM in the Department and discussed various issues,

1. Review of Syllabus completion for all courses
2. preparation of II internal Question papers
3. preparation of Semester end practical examination.
4. Conducting model practical Examination.
5. updating ZASC related records.
6. Updating and complete the stock verifications.

1. V. R. M.
 6/3/2023

2. Ch. S. S.

06.02.2023

The faculty of Dept of Statistics met at 4:00 PM in the department and discussed various issues.

1. Conducting assignments and record marks for all the courses.
2. Conducting mentormentee programme for for all I, II & III Year Students.
3. updating of IQAC related records.

1.  6/2/2023

2. 

 6/2/2023



The faculty members of Dept of Statistics met at 6.00 PM in the Department and discussed various issues

1. Valuation of internal assessment and record marks in CIA for all courses.
2. updation of IQAC related records.

1. V. Anand
6.01.2023

2. Chandra Sheel

The faculty members of Dept of Statistics met at 4:00 PM in the department and discussed the issues

1. Preparation of Question paper for I. Internal Examinations for I year I-Sem.
2. Review on Cate Sy Course with Syllabus completion
3. updation of IQ se related records
4. Consolidation of student attendance.

1.  5.12.2022

2. 

The faculty members of Dept of statistics met at 4.00PM in the Department and discussed the issues

1. Review on the completion of syllabus for course-I, II, VI-A, VII-A
2. conducting of mentor mentee programme.
3. Preparation of IQAC related Departmental records.

1 V. Anand
7.11.2023

2 chandrasekar

Handwritten signature and text, possibly "Handwritten" or "Received".

The Faculty members of Dept. of Statistics met at 4.00 PM in the department and discussed the issues

1. Conducting BOS VIII meeting in this month as per schedule given by principal Sir.
2. preparation of syllabus of all courses in the present BOS meeting as per NEP-2020 guidelines.
3. preparation of syllabus for I, II and SEC for semester V.
4. Time table and course ^{syllabus} distribution of faculty members.
5. updation of departmental records.

1 
6.10.2022

2 

08.9.2022

The Faculty members of Dept. of Statistics met at 4.00 pm in the department and discussed the issues.

1. IInd internal examination question paper preparation for IV and II semesters.

22 - STA - 4c4 : Dr. G. Chandra Babu

22 - STA - 4c5 : Dr. V. Muraiiah

22 - STA - 3c3 : Dr. V. Muraiiah

2. conducting semester end practical examination as per the instructions given by office of COE
3. Evaluation of IInd and II sem assessment answer sheets.
4. updation of departmental records.

1 V. Anand 8.9.2022

2 chandrasekar

6/08/22

The faculty members of Dept. of Statistics met at 4pm in the Department and discuss the issues

1. conduct of student centric activities
2. preparation of previous month department activities
3. Consolidation of student attendance
4. Department participation of independence day celebrations.

1  6.8.2022

2 


P. S. Srinivas


S. Srinivas

4/07/22

The Faculty Members of Dept. of Statistics met at 4pm in the department and discussed the issues and resolved.

1. preparation of Dept. Academic audit files
2. preparation of Internal examination question papers as per paper wise. by

22-STA-4C4 : Dr. V. Murugiah

22-STA-4C5 : Dr. S. Chandra Babu

22-STA-2C2 : Dr. S. Chandra Babu.

3. conduction of Mentor-Mentee programme.

1 
4.7.2022

2 

08/06/22

The faculty members of Dept of Statistics met at 4.00 PM in the department and discussed the issues

1) Forming Departmental timetable.

2) ~~no~~ classwork distribution

Paper-IV & Elementary Statistics

Dr. V. Munaiah

P-II & Elementary Statistics


Dr. S. Chandrababu

P-IV & Elementary Statistics

Mr. S. Doran

3) Paper Drafting and Correction of CSP reports.

4) updation of departmental records.

1. 
che @ sus

7/05/22

The faculty members of Dept of Statistics met at 3.30 PM in the department and discussed the issues.

- 1) As per the instructions of CCE & Principal Sir conducting Community Service project for IPSE - 2021-2022 and under IPSE - 2021-22.

- 2) Discuss the topic selection of CSP
- 3) Plan to prepare Quistimaine

1. Vignesh

Chandra

04/06/22

The Staffmembers of Dept of Statistics met at 4.00 PM in the Dept of and discussed the following issues

- 1) Commencement of Theory and practical End Examinations for Sem-III students.
- 2) Commencement of Theory and practical End Examinations for Sem-I students.
- 3) Valuation of Mid-I Exam for Sem-VI

Vijay
Chairman

5/03/2022

The Staffmembers of Dept of Statistics met at 3.30 PM in the department and discussed the following issues

- 1) Conducting Assignment for Sem-VI and Sem-II Students.
- 2) Conducting I-oid Examination for VI Sem. Students.
- 3) Up dating VI departmental records.

V. Raju

Chairman

7/02/2022

The faculty members of Dept of Statistics met at 4.00 PM in the Department and resolved the following issues

1) Appointed Mr. S. Imran as a Guest faculty in the existing vacancy by 3 men Committee.

2) Commencement of class work for Sem-VI UG programmes.

3). Work distribution

III BSc Cluster-2
→ I BSc paper, -IV & Elementary Statistics

Dr. V. Purnaiah

IV BSc Cluster-I
→ I BSc, paper -I & Elementary Statistics

Dr. S. Chandrababu

→ III BSc Core & Cluster -III
Mr. S. Imran

V. Purnaiah

Dr. S. Chandrababu

5/01/2022

The faculty members of Dept of Statistics met at 4.00pm in the department and resolved the issue of ~~shortage~~ over workload of syllabus. The dept. ~~of~~ incharge requested to the principal for requiring ~~addition~~ appointing additional faculty member for existing vacancy.

Conducting of I-internal assessment examination for I-Sem.

Vijay

Shobha

6/12/2021

The Faculty members of Dept of Statistics met at 4.00pm in the department and discussed the following

1. Conducting orientation to I year UG programmes

2. Assignment for II & V Sem UG. Students

V. V. V.
Chairman

10/01/21

8/11/21

Staff members of Dept of Statistics met at 3.00 PM and discussed the following

- 1) Commencement of I-internal assessment Examination for Sem - V
- 2) Preparation of Question paper for I-internal Sem - V
- 3) Commencement of regular class work for 2 year UG programmes.
- 4) Conducted for Bridge Course for 2 year Students.

Vijay Kumar
Rho @ Q. bus

18/10/21

Faculty members of Dept of Statistics met at 2.30 PM in the department and discuss

1. Transfer of Faculty member Dr. T. Gangaram to posted in GDC Srikalahasti, and he relieved from his duties.

2. Adjusted class work of Dr. T. Gangaram to Dr. V. Munaiiah & Dr. S. Chandrababu.

3. Discuss about the celebration of world statistics day.

V. Munaiiah

Chandrababu

08/9/2021

Faculty members of Dept of Statistics conducted departmental review meeting at 3. pm in the dept of statistics, discussed and resolved the following issues

- 1) Commencement of classwork for Sem-IV and Sem-II
- 2) Discussed and prepared Time table and work allotment.
- 3) Celebration of CR Rao's birthday.

Vignesh

Charles

23.8.2021

Faculty members of dept. of Statistics
met at 3pm in the dept. and resolved

1. Work allotment

II BSc Secur III Statistical methods
Dr. V. Munaiah

III BSc Secur V sampling techniques &
DOE
paper V Dr. T. Eanfarau

III BSc Secur V paper VII SQC & Reliability
Dr. S. Chandra Babu

2. BOS VI is scheduled to conduct
on 27.8.2021 through Google meet

T. Eanfarau
23.8.2021

D. V. K. N. S.
23.8.2021

Chandra Babu

5.5.2021

Elementary Statistics + Libe
Skill Course work allotment. Faculty
members are requested follow

IBSC II Sem: MSc: Dr. T. Chandra Kumar

IBSC II Sem MPCS: Dr. V. Munaiiah
MECS

IBSC II Sem B2C: Dr. S. Chandra babu

Vijay
5/5/2021
Chandra Kumar

T. Chandra Kumar
5.5.2021

9.4.21

Department of Statistics faculty members met at 3 pm and resolved

1. to conduct BOS V meeting on 12.4.21
2. Even semester work allotment ~~is~~

~~III~~
(i) III BSc (MSc) Paper VII
Applied Statistics: Dr. T. Charyaraw

(ii) Project work: Dr. T. Charyaraw

(iii) Cluster I(A): Operations research
Dr. S. Chandrababu

(iv) Cluster I(B): Numerical Methods
Dr. V. Muniaiah

(v) Mathematical Expts & Prob. Distributions
Sem II Dr. S. Chandra Babu

(vi) Sem (IV) Statistical Inference
Dr. V. Muniaiah

(vii) II Bcom Gen: Dr. V. Muniaiah
Analytical Skills

(viii) II Bcom CA: Dr. T. Charyaraw

~~(ix)~~ II BBA (HFP & HPT)

V. Muniaiah
9/4/2021

T. Charyaraw
9.4.2021
Charyaraw

19.1.2021

Staff members of department of Statistics met at 4 PM to discuss the issues

1. Syllabus completion of their respective subjects
2. Identification of slow learners for remedial coaching
3. Preparation of syllabus / Rough draft for BOSV meeting to be held during March / April 2021 for framing Even Semesters of academic year 20-21.

V. Anand
19/1/2021

Chairman

T. Changan
19.01.2021

2-11-2020

Staff members of Statistics dept.
met at 3 PM and discussed the following

1. Complete syllabus for odd semester
at an early date

2. The allotment of syllabus for
odd semester

Sem I : Dr. S. Chandrasekhar

Sem III : Dr. V. M. Venkatesh

Sem V : Dr. T. Chandraiah

3. BOS IV meeting is to conduct
on 12/11/2020 for approving
odd semester revised syllabus as
per APSCHE guidelines

V. K. S. 21/11/2020

Chandrasekhar

T. Chandraiah
2-11-2020

1.6.2020

Faculty members of dept. of Statistics met through Zoom meeting and resolved the following

1. All the staff members are requested to finish the syllabus of even Semester through online mode
2. prepare 4 quadrant material
i.e. one video on content
PPT of the topic
Material / Notes of the topic
MCQ / short answer questions on topic
for all the syllabus
3. BOS meeting IV is proposed to conduct on 2/6/2020 through online mode

V. Anuradha 01.6.2020

cha@stat.

T. Chandra Sekar
01.6.2020

18.3.2020

Faculty members of department of Statistics, PVKN Govt. College (A) met at 3 pm and resolved to

1. to collect whatsapp enabled mobile numbers of students for contacting them during covid19 pandemic
2. As dept. and college is closed for few days all the staff members are advised to keep in touch with ~~their~~ their respective wards.

Vignesh
18.03.2020.

T. Changan
18.03.2020

Chandrasekhar

27.10.2019

Dept. of Statistics staff members
assembled at 10.00 am in the dept.
and discussed the following issues
Syllabus allotment and paper
allotment for even semesters

III BSC Sem VI
Applied Statistics } Dr. T. Eangayam

II BSC Sem IV
Statistical Inference } Dr. V. Munariah

I BSC Sem II
Probability Distributions } Dr. S. Chandrababu

Analytical Skills - II B Com even
- Dr. T. Eangayam

Analytical Skills - II BA (HEP)
- Dr. V. Munariah

Vignesh

T. Eangayam
27.10.2019.

Chandrababu

18.9.2019

Members of department of Statistics met at 4 pm. and discussed the following

1. Syllabus completion status of each paper allotted to lecturers
2. To identify slow, moderate learners and give special attention for their progress.
3. To frame syllabus for IV semester.
4. Conducting BOS III
5. Certificate course proposals
6. Remedial coaching for students who failed/ got less marks in Semester end examinations.

Vignesh

Charle Qasus

10.6.2019

Members of Dept. of Statistics
met at dept. of statistics and
discussed the following

1. Work allotment for odd semester
of Autonomous & S.V. University
syllabus as follows

Sem I : Descriptive statistics : Dr. T. Gangaram

Sem III : Statistical Methods : Dr. V. Muraliah

Sem IV : Sampling Techniques & : Dr. T. Gangaram
DOE

Sem V : SQC & Reliability : Dr. S. Chandrababu

T. Gangaram

V. Muraliah

Chandrababu

6.5.2019

~~The~~ Members of Dept. of Statistics met at 10 am in the dept. and discussed the following

1. Prepare syllabus for Sem II and Second year Sem III for the academic year 2019-20.
2. As the academic year is going to begin during June 2019 the required 2nd Semester syllabus need to be prepared during summer vacation.
3. BOS II meeting to be conducted ~~on~~ on 13.5.2019. To discuss the above ~~the~~ issues

Vignesh

I. T. Changan

Chairman

20.8.2018

Department of Statistics,
PVKN Govt. College met at 4pm and
resolved the following.

1. VEC conferred autonomous status
to PVKN Govt. College.
2. From the academic year 2018-19
First year Students comes under
autonomous functioning.
3. 2nd and Final year Students
are continue at SU University
4. Department of Statistics need to
~~to~~ frame Board of studies
~~to~~ for syllabus, model question
paper preparation.

Vijay

Chairman

PVKN Govt. College (A) : Chittoor
Department of Statistics

12.6.2018

The members of department of statistics met at 3.00 pm to resolve the following

1. Distribution of class work among Staff members as follows

Paper I Sem I Dr. T. Charyaraw

Paper III Sem II Dr. V. Muraliah

Paper V Sem V Dr. T. Charyaraw

Paper VI Sem V Mr. P. Devedra

Lecturers are instructed by
Principal Sir for preparing down note
up coming Autonomy
Committee visit

1. T. Charyaraw
2. V. Muraliah
3. Ch. G. Suresh