



KRISHNA CHAITANYA

INSTITUTE OF SCIENCE & TECHNOLOGY

(AUTONOMOUS)



(Recognised by UGC under 2(f), Accredited by NAAC, Affiliated to V.S.University, Nellore)

(Approved by AICTE, New Delhi, Maintained by Sahitya Educational Society)

Kakutur(Vill), Venkatachalam(Mdl), SPSR Nellore(Dt) -524320 (A.P.), ☎: 8125299999, 9247033339 ✉ : kistnellore@gmail.com

MINUTES OF THE FIRST ACADEMIC COUNCIL MEETING

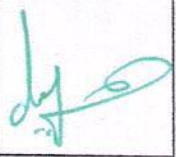
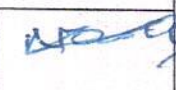
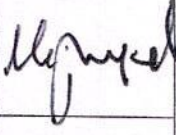
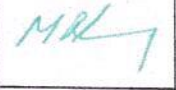
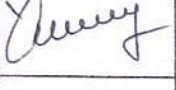
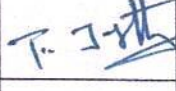
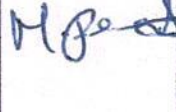
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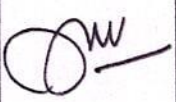
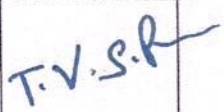
15th December, 2025.

Minutes of The First Academic Council Meeting

The first Academic Council Meeting of Krishna Chaitanya Institute of Science and Technology (Autonomous), Kakatur, Nellore was held on 15-12-2025 at 11:00 AM through Online (Zoom Platform) / Offline.

The following members were present in the meeting:

S.No	Name of the Member	Category	Designation and Organization	Role	Signature
1.	Dr. R.V. Subrahmanya Prasad	Principal	Principal & HOD, Dept. of Computer Applications, Krishna Chaitanya Institute of Science & Technology, Kakatur, Nellore.	Chairman	
2.	Dr. R.V. Krishna Reddy	Principal Nominee	Professor, Department of Computer Applications, Krishna Chaitanya Institute of Science & Technology, Kakatur, Nellore.	Member Secretary	
3.	Prof. N.R.V. Ramana Reddy	University Nominee	Professor, Dept. of Economics, Vikrama Simhapuri University College, Kavali	Member	
4.	Prof. G. Vijaya Ananda Kumar Babu	University Nominee	Professor, Dept. of Biotechnology, Vikrama Simhapuri University College, Nellore.	Member	
5.	Prof. Ch. Vijaya	University Nominee	Professor, Dept. of Marine Biology, Vikrama Simhapuri University College, Nellore.	Member	
6.	Prof. R. Sudarsana Rao	Expert from Outside College	Professor in Economics, Former Vice Chancellor, Vikrama Simhapuri University, Nellore, Former Member, State Finance Commission, Govt. of A.P	Member	ABSENT
7.	Prof. M. Bhupathi Naidu	Expert from Outside College	Registrar, S.V.University, Tirupati	Member	
8.	Sri K. Dayakar Reddy	Expert from Outside College	Proprietor, Lahar Pharmaceuticals, Hyderabad.	Member	
9.	Prof. E. Madhusudhan	Expert from Outside College	Principal, Sha-Sahib College of Engineering, Chikballapur, Bangalore	Member	
10.	Sri M.V.S. Ajay Kumar	Expert from Outside College	Advocate, Andhra Pradesh High Court	Member	MVS-AJK
11.	Smt. T. Jyothi	Controller of Examinations	Krishna Chaitanya Institute of Science & Technology, Kakatur, Nellore.	Member	
12.	Dr. M. Prasad	Head of Department	Department of Business Administration, Krishna Chaitanya Institute of Science & Technology, Kakatur, Nellore.	Member	

13.	Dr. P. Gopal	Head of Department	Department of Humanities & Sciences, Krishna Chaitanya Institute of Science & Technology, Kakutur, Nellore.	Member	
14.	Dr. R. Ramanaiah	Faculty	Department of Business Administration, Krishna Chaitanya Institute of Science & Technology, Kakutur, Nellore.	Member	
15.	Sri A.V. Phani Kumar	Faculty	Department of Computer Applications, Krishna Chaitanya Institute of Science & Technology, Kakutur, Nellore.	Member	
16.	Dr. J.N.J. Ravi Sharin	Faculty	Department of Business Administration, Krishna Chaitanya Institute Of Science & Technology, Kakutur, Nellore.	Member	
17.	Sri T.V.S. Ravi Kanth	Faculty	Department of Business Administration, Krishna Chaitanya Institute Of Science & Technology, Kakutur, Nellore.	Member	
18.	Dr. B. Gopi	Faculty	Department of Computer Applications, Krishna Chaitanya Institute Of Science & Technology, Kakutur, Nellore.	Member	
19.	Sri M. Venkatesam	Faculty	Department of Computer Applications, Krishna Chaitanya Institute Of Science & Technology, Kakutur, Nellore.	Member	

I. Business Brought forward by the Chairman of the Academic Council

Agenda 1: To introduce and welcome the Members of the Academic Council.

The Chairman of the Academic Council and Principal of the College Dr. R.V. Subrahmanya Prasad introduced and welcomed all the Members of the Academic Council. Subsequently, Agenda of the Meeting were taken up for discussion. The Chairman requested Smt. T. Jyothi, Controller of Examinations to submit the list of two Subject Experts from outside the Parent University constituted for various Board of Studies of the College for ratification by the Academic council, and regulations and schemes framed for various UG and PG Programmes offered by the college for approval by the Academic Council.

II. Business Brought Forward by the Controller of Examinations

Agenda 2: To nominate the two Subject Experts from Outside the Parent University constituted for each Undergraduate and Postgraduate Board of Studies of various Programmes offered by the Institution (Submitted for ratification).

Smt. T. Jyothi, Controller of Examinations submitted the following list of **two Subject Experts from Outside the Parent University** nominated for each Undergraduate and postgraduate Board of Studies of various Programmes offered by the College for ratification of the Academic Council.

Under Graduate / Post Graduate Boards of Studies

S.No	BoS	Name of the Member	Designation & Organization
1.	Computer Applications	Prof. N.Geethanjali	Professor, Dept. of Computer Science & Technology, Sri Krishnadevaraya University, Anantapur.
		Dr. J.Suresh Babu	Associate Professor, Dept. of Computer Science & Engg., K L University, Guntur.
2.	Business Administration	Prof. T.Srinivas	Professor, Dept. of Business Management, Yogi Vemana University, Kadapa.
		Prof. B.Raghava Reddy	Professor, Dept. of Commerce & Management, Mohan Babu University, Tirupati.
3.	Humanities & Sciences	It is proposed to utilize the services of the Members of Boards of Studies for the Subjects other than Computer Applications and Business Administration such as English, Telugu, Sanskrit etc. for B.C.A./M.C.A (5-year Dual Degree Course) from Krishna Chaitanya Degree College (A), Nellore, because both the colleges are under Sahitya Educational Society. This matter had been intimated to our Parent University also.	

Resolution: Ratified

Agenda 3: To approve the Programmes Regulations and Examination Schemes framed for various Undergraduate and Postgraduate Programmes offered by the college for the candidates admitted from the Academic Year 2025-26.

List of Programmes Offered by the College

Undergraduate Programme

B.C.A. / M.C.A (5-Year Dual Degree)

Postgraduate Programmes

- 1) Master of Computer Applications (M.C.A.)
- 2) Master of Business Administration (M.B.A.)

Examination Cell and Evaluation Process

- The Examination Cell which is constituted by following the revised guidelines of UGC (Page No.16) with one Controller of Examinations and One Additional Controller of Examinations to conduct examinations for the students of all semesters of UG & PG courses.
- For UG Course, the allotment of marks in External and Internal examination is 70% and 30% respectively.
- For PG courses, the allotment of marks for 100 marks paper is distributed as 70 marks for external and 30 marks for internal evaluation. For 75 marks paper, the allotment of marks is distributed as 50 marks for external and 25 marks for Internal evaluation.
- It is proposed to design and implement Standard Operating Procedure (SOP) for Continuous Internal Evaluation (CIE).
- Two Internal Examinations are conducted as mentioned in the SOP. The highest marks of the two internal examination marks are considered for CIE. If any student got absent in

two internal examinations for any reason, the student is allowed to re-register for the absent examination during the next academic year.

- The Examination notification period is 30 days before the commencement of the External Examination.
- Following the Guidelines of CBCS, 40% is considered as minimum pass percentage in both Internal and External Examinations for each subject.

Evaluation scheme for Practical is proposed to be

- Internal Evaluation for 50 marks in Odd Semesters in Dual Degree Course.
- External Evaluation for 50 marks in Even Semesters in Dual Degree Course.
- External Evaluation for 35 marks and Internal Evaluation for 15 marks for all semesters in M.C.A. Course.
- External Evaluation for 30 marks and Internal Evaluation for 20 marks for all semesters in M.B.A. Course.
- Special Internal Examination will be conducted for the students who have not attended their Examinations due to attending important NSS, Sports and Cultural Events.
- Students representing National Sports and Games and who are selected for training in specialized institutions are allowed to write the examinations after the submission of attendance certificate from the respective body.
- There are no supplementary exams. The failed candidates must re-appear with the next regular batch.
- Hall tickets must be collected from the College Principal atleast TWO days before the commencement of examinations.

Computation of Grade per each semester for **Dual Degree course** is carried out for the purpose of the calculation of SGPA (Semester Grade Point Average) .

Table -1: 10 Point Table

Marks	Grade Point	Letter Grade	Performance	Class
90 – 100	9.0 – 10.0	O	Out Standing	First Class with Distinction
85 – 89	8.5 – 8.9	A+	Excellent	
75 – 84	7.5 – 8.4	A	Very Good	
60 – 74	6.0 – 7.4	B+	Good	First
50 – 59	5.0 – 5.9	B	Above Average	Second
40 – 49	4.0 – 4.9	C	Average	Third
00 – 39	0.0 – 3.9	F	Fail	---

The conversion of marks into grade points of each course is as follows:

Grade Point = (MS/10), MS denotes the Marks Secured out of 100

Computation of Grade per each semester for PG courses is carried out for the purpose of the calculation of SGPA (Semester Grade Point Average).

Table -1: 10 Point Table

Marks	Grade Point	Letter Grade	Performance	Class
70 – 100	7.0 – 10.0	O	Out Standing	First Class with Distinction
65 – 69	6.5 – 6.9	A+	Excellent	First
60 - 64	6.0 – 6.4	A	Very Good	
55 - 59	5.5 – 5.9	B+	Good	Second
50 - 54	5.0 – 5.4	B	Above Average	
40 – 49	4.0 – 4.9	C	Average	Third
00 – 39	0.0 – 3.9	F	Fail	---

Table – 2: Grading Classification for CGPA

<u>CGPA</u>	<u>CLASSIFICATION</u>
<u>$7.5 < \text{CGPA} < 10$</u>	<u>A GRADE</u>
<u>$6.0 < \text{CGPA} < 7.4$</u>	<u>B GRADE</u>
<u>$5.0 < \text{CGPA} < 6.0$</u>	<u>C GRADE</u>
<u>$4.0 < \text{CGPA} < 5.0$</u>	<u>D GRADE</u>
<u>< 4.0</u>	<u>FAIL</u>

Note: SGPA/CGPA shall be calculated separately for the following: Part I, Part II and Part III.

Thus SGPA/CGPA are the real indicators of a students' performance. CGPA is computed as the ratio of total credits points secured by a student in various courses in all semesters and sum of the total credits of all courses in all semesters. SGPA, CGPA may be computed up to two decimal places.

Calculation of Cumulative Grade Point Average (CGPA) and Semester Grade Point Average (SGPA) as follows:

- The formula for calculation of SGPA is given below:

$$SGPA = \sum(C_i * G_i) / \sum C_i$$

Where C_i , G_i are credits and grade points of i^{th} course respectively

- The formulas for calculation of CGPA is given below

$$CGPA = \sum(C_i * S_i) / \sum C_i$$

Where C_i , S_i are total credits and Semester grade points of i^{th} semester respectively.

- Cumulative performance of all the semesters together will reflect performance in the whole programme and it will be known as Semester Grade Point Average (SGPA), Cumulative Grade Point Average (CGPA) respectively.

Resolution: Approved.

III. Business forward by the Chairman of the Academic Council

Agenda 4: To approve the Academic Calendar prepared for the Academic Year 2025-26.

Dr. R.V. Subrahmanya Prasad , Chairman of the Academic Council submitted the following academic calendar prepared for the Academic Year 2025-26 and requested the Council's approval towards implementation.

**ACADEMIC CALENDER FOR THE UNDER GRADUATE
PROGRAMMES FOR THE YEAR 2025-26 (FIRST SEMESTER)**

(For B.C.A. / M.C.A. 5- Year Dual Degree Course)

S.No.	Events/Activities	Date
1.	Commencement of classes for I Semester	18 th September, 2025
2.	NSS Day: NSS-related activities	18 th September 2025
3.	Dasara Holidays	28 th September – 02 nd October, 2025
4.	Re-opening of College after Dasara holidays	03 rd October, 2025
5.	First Internal Examinations	4 th week of October 2025
6.	Second Internal Examinations	3 rd week of November, 2025
7.	Closure of Instructions	03 rd January, 2026
8.	End Semester Examinations for I Semester	5 th January, 2026 Onwards

Working Days for I Semester

Month	Number of Working Days	Holidays	Holidays Description
September – 2025	09	04	21 st Sunday 28 th , 29 th , 30 th Dasara Holidays
October – 2025	25	06	1 st – 2 nd Dasara Holidays 5 th , 12 th , 19 th Sundays 21 st Diwali.
November – 2025	25	05	02,09,16,23,30 Sundays
Add One Hour per day in November	05	00	---
December – 2025	25	05	07,14,21,28 Sundays 25 th Christmas
January - 2026	03	00	Start of End Semester Examinations January 05 th onwards
Total	92	27	

**ACADEMIC CALENDER FOR THE UNDER GRADUATE
PROGRAMMES FOR THE YEAR 2025-26 (SECOND SEMESTER)**

(For B.C.A. / M.C.A. 5- Year Dual Degree Courses)

S.No.	Events/Activities	Date
1.	Commencement of classes for II Semester	27 th January 2026.
2.	Commencement of First Internal Examinations	27 th February 2026.
3.	National Science Day.	28 th February 2026.
4.	International Women's Day.	08 th March 2026.
5.	World Water Day.	22 nd March 2026.
6.	Commencement of Second Internal Examinations	26 th March 2026.
7.	Community Service Awareness program.	06 th April 2026.
8.	External Examination Notification	09 th April 2026.
9.	Closure of Instructions	17 th May 2026.
10.	End Semester Examinations for II Semester	19 th May 2026.

Working Days for II Semester

Month	Number of Working Days	Public Holidays	Holidays Description
January – 2026.	5	00	---
February – 2026.	24	04	Sundays - 01, 08, 15, 22.
March – 2026.	22	09	Sundays – 01, 08, 15, 22, 29 Holi – 03 rd , Ugadi – 19 th , Ramzan – 20 th , Sree Rama Navami – 27 th .
April – 2026.	24	06	Sundays – 05, 12, 19, 26. Good Friday – 13 th , Dr. B.R. Ambedkar Jayanthi – 14 th .
May – 2026.	15	02	Sundays – 3, 10
Total	90	27	

**Academic Calendar for Post Graduate Programmes - MBA/MCA for the
Academic Year 2025-26.**

(SEMESTER- I)

S.No	Event / Activities	Date
1.	Commencement of Class work	01 st September, 2025
2.	Dassara Holidays	25 th September to 05 th October, 2025
3.	First Internal assessment Examinations	06 th October, 2025
4.	Notification of Examination	15 th December, 2025
5.	Second Internal Examinations	29 th December, 2025
6.	Closure of Instruction	05 th January, 2026
7.	Submission of Online Examination Application (Without fine)	05 th January, 2026
8.	Submission of Online Examination Application (With fine)	09 th January, 2026
9.	Last date for submission of Internal Marks	09 th January, 2026
10.	Pongal Holidays	10 th to 17 th January, 2026
11.	Commencement of Semester End Theory Examinations	21 st January, 2026
12.	Declaration of Results	First Week of March, 2026

Working Days for I Semester

Month	Number of Working Days	Holidays Description
September-2025	20	5 th Teacher's Day, 23 rd to 30 th Dussehra Holidays
October -2025	22	1 st to 5 th Dussehra Holidays, 20 th Christmas
November-2025	25	Nil
December-2025	26	25 th Christmas
January-2025	03	1 st New Year
Total	96	

**Academic Calendar for Post Graduate Programmes - MBA/MCA for the
Academic Year 2025-26.**

(SEMESTER- II)

S.No	Event / Activities	Date
1.	Commencement of Class work	04 th February, 2026
2.	First Internal Assessment Examination	09 th March, 2025
3.	Notification of Examination	09 th April, 2026
4.	Second Internal Examination	13 th April, 2026
5.	Submission of Online Examination Application (Without Fine)	23 rd April, 2026
6.	Submission of Online Examination Application (With Fine)	29 th April, 2026
7.	Last date for Submission of Internal Marks	30 th April, 2026
8.	Closure of Instruction	25 th May, 2026
9.	Commencement of Semester End Theory Examinations	05 th June, 2026
10.	Declaration of Results	Fourth Week of July

Working Days for II Semester

Month	Number of Working Days	Holidays Description
February-2026	22	NIL
March-2026	23	19 th Ugadi 20 th Ramzan 27 th Srirama Navami
April-2026	24	3 rd Good Friday 14 th Ambedkar Jayanti
May-2026	21	NIL
Total	90	

Resolution: Approved.

Agenda 5: To approve the students admission and readmission procedure.

- It is proposed to follow the Government norms and University guidelines for the Academic Year 2025-26 in the UG and PG admission process of the students from time to time.
- For the process of re-admissions, it is proposed to follow the guidelines issued by the University from time to time.
- The students who have completed B.E. / B.Tech. / M.Sc. / B.Sc. Honours / B.C.A. Honours in Computer Science/IT related branches are eligible to join in II year M.C.A. as lateral entry.
- The students who have completed B.E. / B.Tech. / B.Com. Honours / B.B.A. Honours are eligible to join in II year M.B.A. as lateral entry.

Resolution: Approved.

Agenda 6: To approve the procedure for admission on transfer basis

- i. Transfer of candidates whose parents/Guardians working in the Govt./Public sector undertaking shall be considered on production of Transfer orders, relieving orders, and joining reports of the parent/Guardian.
- ii. Transfer of candidates whose parents/guardians have retired within the two years period and would like to settle down in a different place shall be considered on production of Retirement orders.
- iii. Transfer of candidates whose parents/guardians are expired during the course of study shall be considered to a place of their request on production of death certificate.
- iv. Transfer of women candidates who got married during the course of study and whose husbands are residing in a different place shall be considered on production of marriage invitation / marriage registration certificate.
- v. Transfer of candidates on medical grounds shall be considered on the production of medical certificate by a cadre of Civil Surgeon.
- vi. Transfer of candidates shall be at the discretion of the Admission Committee of the College depending on the merits of the individual case subject to the availability of the seats.
- vii. In case of students seeking transfer from the other recognized university/college of the state government, he/she has to clear the failed /uncovered subjects which are offered by our college after producing the concerned mark lists, migration certificate along with the matriculation and recognition fees of Rs.5000/-

Resolution: Approved.

Agenda 7: To approve the guidelines for Suspected Malpractice Cases.

- These cases are to be dealt as per Vikrama Simhapuri University (Affiliating University) guidelines. Malpractice committee will consist of the Principal, the Controller of Examinations and three Academic Council members.

Resolution: Approved.

Agenda 8: To approve Guidelines for the arrangement of Scribes

- The arrangement of scribes for physically challenged students are to be dealt as per Vikrama Simhapuri University (Affiliating University) guidelines.

Resolution: Approved.

Agenda 9: To approve the regulations for the Condonation of the attendance.

- Each student should put in 75% of attendance on the total working days of the College for promotion to the next class and also to write the Semester End examinations.
- Candidates are eligible for Condonation of attendance, if they have put in 50% of attendance on the total working days of the College, and pay the following fee along with the Condonation application together with the recommendations of the Principal and submit the same to the Controller of Examinations before commencement of examination for promotion to the next class and also to write the Semester End examinations.
- First 5 working days at the rate of Rs..30/- per day.
- Beyond first 5 working days and below one month Rs.35/- per day.
- Beyond 30 working days Rs.50/- per day.

- Provided however the students who could not put in minimum of 50% of attendance are required to make up the deficiency of attendance during the next academic year and become themselves eligible for condoning the shortage in the required 75% of attendance on the recommendations of the Principal.
- Such candidates whose shortage in attendance is condoned are eligible to appear for the supplemental examinations and eligible to study higher courses.

Resolution: Approved.

Agenda 9: To Approve the guidelines for Question Paper Setters.

- Confidentiality is maintained and care is taken to set the question paper correctly.
- From the list of approved panel of examiners by the concerned Chairperson of BoS / HoD, one or two paper setter(s) is selected at random by the Principal and their acceptance is sought to set the question paper in the concerned subject.
- After receiving their acceptance they are invited to prepare TWO sets of question papers for each subject. In this regard, they are supplied with the approved syllabus, model question paper and blue print. The relevant textbooks are also supplied, if requested.
- They are also requested to furnish the scheme of valuation and solutions to numerical problems, if any. If the paper setters fails to supply the scheme of valuation, the Chairpersons/HOD's are requested to prepare the scheme of valuation after discussing with the other Board members.
- The paper setter is requested to send a soft copy to E-Mail of the Examination Cell and also is directed not to mention the name of the college on the question paper.
- One question paper (for each subject) is selected at random by the Principal/CoE before the Examination Committee and the other is preserved in sealed covers in the safe custody of the Examination Cell.

Resolution: Approved.

Agenda 10: To approve the regulations of the Eligibility for the Selection of Paper Setter.

- The paper setters should have atleast THREE years of teaching experience in the concerned subject.
- Faculty of Government Colleges/Autonomous colleges (within the Parent University) and faculty of any Degree College (outside the Parent University) are preferred as paper setters for Dual Degree question papers.
- Faculty of Universities, Government Colleges and Autonomous colleges are preferred as paper setters for PG question papers.

Resolution: Approved.

Agenda 11: To approve the guidelines for Evaluation Process of Answer Scripts.

- It is decided to arrange the spot valuation in the college for evaluating answer scripts of the courses or to send the answer scripts for the evaluator by post or by the messenger.
- It is decided to arrange single valuation for Dual Degree Course, double valuation for M.C.A./M.B.A. courses and single valuation for the process of revaluation. The average marks of the double valuation will be considered as the marks secured by the candidate. If the variation in the marks of double valuation exceeds 20%, it is proposed to send such papers for third valuation and the marks obtained in third valuation will be considered as the marks obtained by the student.

- It is decided to ask concerned BoS Chairperson / HoD to take decisions for allotting the marks if the questions in the question paper are Out of Syllabus / print mistakes.

Resolution: Approved.

Agenda 12: To approve the guidelines for the Award of Ranks.

- Ranks shall be awarded for the top TEN students appearing for the regular examinations in each program.
- Candidates who lose one or more semesters for any reason whatever, are not eligible for the award of rank.
- For the purpose of awarding rank, aggregate of marks at the semester end examinations and sessionals put together at all the semesters of programmes secured at first attempt only shall be taken into account.
- The award of Prizes, Scholarships and other honours shall be according to the Rank secured by a candidate, consenting the desire of the donor.

Resolution: Approved.

Agenda 13: To approve the guidelines for the Award of Grace Marks.

- If the student fails in **two** papers of a semester, 1% of grace marks on semester wise aggregate marks for the papers for which a candidate appeared for semester end examinations shall be added subject to a maximum of 5 marks to enable the candidate to secure paper wise pass, overall pass / pass in aggregate, second class / first class / first class with distinction. However such candidates are not eligible for the award of Ranks / Medals / any other prizes.
- Wherever the aggregate is a fraction, it may be rounded off to the next higher integer.
- The award of Grace Marks is not applicable for supplementary candidates.

Resolution: Approved.

Agenda 14: To approve the guideline for Mentoring System.

- It is decided to approve the prescribed mentoring system in the college for both slow learners and advanced learners in UG Programme. One mentor will be assigned for a batch of 25 students to look after their progress in all academic issues and other related matters.
- Special attention is given to slow learners by conducting remedial classes clearing their doubts. They are also guided how to prepare for the examinations.
- The advanced learners are provided with skill based coaching classes and are trained for employability.

Resolution: Approved.

Agenda 15: To approve the guidelines for Dual Degree Flexibility.

As a part of NEP 2020 policy, it is decided to introduce the facility of obtaining the Dual Degree program. Students who wish to join in this program can pursue:

- Two UG Programs or Two PG Programs simultaneously, in different modes (Online / Offline) and timings.
- It is proposed to give exemption for those papers where the student is already passed in that particular paper.

- It is sufficient to appear to the examination only once to the common papers such as languages and other common papers in Dual Degree programmes.

Resolution: Approved.

Agenda 16: To approve the guidelines for Multiple Entry and Exit Options in UG Honours Degree.

As per the new UGC regulations, the following guidelines are accepted by the Academic Council with respect to Honours Degree.

Students Can:

- Exit after 1 year with a UG Certificate in the discipline.
- Exit after 2 years with a UG Diploma in the discipline.
- Exit after 3 years with a UG Degree in the discipline.
- Complete 4 years for a UG Honours or Honours with Research Degree in the discipline.

Re-entry is allowed up to 7 years under the Academic Bank of Credits (ABC) system.

Resolution: Approved.

Agenda 17: To approve the guidelines for the conduct of examinations.

- It is decided to conduct the First Semester examinations from January 5th, 2026 onwards to protect the academic year as the admission schedule is delayed with 92 working days for this semester.
- If the payment of the examination fee is not within the stipulated period as mentioned in the examination circular, it is proposed to collect the fines from such students as per the parent university guidelines.

Resolution: Approved.

Agenda 18: To approve the guidelines for Compensation of Unexpected Holidays.

It is decided to work during Second Saturdays and Sundays, if necessary, to compensate unexpected holidays which occur due to Bundhs, Strikes and weather calamities such as heavy rains to make up the required number of working days of a Semester.

Resolution: Approved.

Agenda 19: To approve the Installation of Software for the Examinations.

- The software for the total examination procedure is automated with bar coding system to avoid manual procedure and man made errors.
- The software was designed in such a manner that once the data of the students was entered, the further outputs like fee applications, hall tickets, results, percentages, marks memos and provisional certificates can be printed automatically through proper procedure.

Resolution: Approved.

Agenda 20: To approve the usage of ICT tools for Improving the Advanced Methodology in Teaching.

It is decided to constitute the ICT Tools monitoring Cell with the following members for improving the usage of advanced teaching tools among the teaching staff members of the college and requested the Academic Council approval towards implementation.

S.No	Name	Designation	Role
1.	Dr. R V Subramanya Prasad	Principal	Co-ordinator
2.	Dr. R. Ramanaiah	Faculty Member, Dept. of Business Administration	Member
3.	Dr. B. Gopi	Faculty Member, Dept. of Computer Applications	Member
4.	Dr. M. Prasad	Head of the Department, Dept. of Business Administration.	Member
5.	Dr. P. Gopal	Head of Department, Dept. of Humanities & Sciences	Member

Resolution: Approved.

Agenda 21: To approve the mandatory criterion of organizing Conferences / Workshops / Seminars / Symposia / Webinars in each academic year by each department.

It is decided the mandatory Criterion of Organizing atleast ONE Conferences / Workshops / Seminars / Symposia / Webinars per academic year per department and requested the Academic Council's approval towards implementation.

Resolution: Approved.

Agenda 22: To approve the Mandatory Criterion of conducting Extension Activities per semester in nearby villages by each Department.

It is decided the Mandatory Criterion of Conducting atleast One Extension Activity per semester in nearby villages by each Department and requested the Academic Council's approval towards implementation.

Resolution: Approved.

Agenda 23: Any other business with the permission of the Chair.

Resolution: The Chairman of the Academic Council, Dr. R.V. Subrahmanya Prasad, asked the members of the Academic Council to give suggestions for the effective implementation of Autonomous Status. The following suggestions were given by the members of the Academic Council.

The Chairman of the Academic Council, Dr. R.V. Subrahmanya Prasad, had proposed that for PG Courses the allotment of Marks for 100 Marks paper is to be distributed as 60 Marks for External and 40 Marks for Internal Evaluation as per the guidelines given in NEP-2020. After vivid detailed discussion, the members of the Academic Council denied this proposal and they suggested the allotment of marks in external and internal examination as 70 Marks for external and 30 Marks for internal on par with the UG Course for this academic year to avoid confusion. Prof. N.R.V. Ramana Reddy, Professor, Dept. of Economics, Vikrama Simhapuri University College, Kavali had suggested the internal marks are to be distributed into assignments, internal examinations & extracurricular activities. He also suggested the mentoring system for PG Courses and to start R&D Cell in the institution. Prof. G. Vijaya Anandha Kumar Babu, Professor, Dept. of Bio-Technology Vikrama Simhapuri University College, Nellore had suggested to submit project proposals to enhance the autonomies status. He also suggested to encourage the students to go with MOOCs and get Certificates. Prof. Ch. Vijaya, Professor, Dept. of Marine Biology, Vikrama Simhapuri University College, Nellore had suggested the faculty to have publications in UGC listed journals, SCOPUS and SCI Journals. She also suggested to encourage the staff members for Ph.D. guideship from a recognised university and even from the affiliating university. Prof. M. Bhupathi Naidu, Registrar, Sri Venkateswara University, Tirupati suggested to strengthen the R&D Department to get funded

projects from UGC & AICTE. Prof. E. Madhusudhan, Principal, Sha-Sahid College of Engineering, Chikballapur, Bangalore has suggested to conduct the examinations with transparency. He also suggested the exchange of knowledge of the faculty members of Krishna Chaitanya Institute of Science and Technology by getting MOUs with other institutions. Sri M.V.S Ajay Kumar, Advocate, Andhra Pradesh High Court suggested to take necessary steps for a Ragging Free Campus. Sri. K. Dayakar Reddy, Proprietor, Lahar Pharmaceuticals, Hyderabad had promised to provide industrial support, internships and placements for the students of Krishna Chaitanya Institute of Science and Technology.

All other members of the Academic Council also participated in discussions and gave suggestions in various aspects for the betterment of KIST-Autonomy.

The meeting ended with a vote of thanks proposed by Dr. R.V. Krishna Reddy, Secretary, Sahitya Educational Society, Nellore.



Dr. R.V. Subrahmanya Prasad
(Chairman – Academic Council)