# VFSTR:: VADLAMUDI

(Deemed to be UNIVERSITY)

Office of Dean – Academics, Assessment and Awards

Date: 19.10.2022

## COURSE MONITORING COMMITTEE

- CMC will be section wise and to be chaired by HoD / Branch coordinator as chairman, 2 senior teachers dealing with the section as members, 3 students from the section as members, CMC coordinator as member convener.

- It is expected that CMC to meet once in a month i.e., at least 2 times in a semester.

- Prior to conduct of CMC meeting, CMC coordinator will visit each and every section and collect feedback from the students on each course.

- The points of focus will be

  - Coverage of syllabus as per lecture plan.
  - Effectiveness in delivering the course contents.
  - Use of teaching aids in class.

- The feedback obtained from the students will be discussed with faculty members by the section coordinator.

- CMC will analyze the feedback obtained from the students and faculty response and may recommend actions based on the need.

- The CMC minutes including action taken report is to be recorded in form of minutes and to be maintained by department.

Dr. P M V Rao

**Dean – AAA**

## DEPARTMENT OF ENGLISH AND OTHER INDIAN & FOREIGN LANGUAGES

### I YEAR – II SEMESTER

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Minutes of the CMC Meeting conducted on 23.03.2026

**Agenda:**

5. Syllabus coverage for Target 1 Assessment in Module - 1
6. Any other point with the permission of the Chair.

**Members Present:**

| Sl. No | Name of the Member | Position | Signature |
|---|---|---|---|
| 1. | Prof. G. Mohana Charyulu, HoD, Dept. of EOFL, VFSTR | Chairman | |
| 2. | Dr. G. Nageswara Rao, Associate Professor, VFSTR | Member | |
| 3. | Dr. P. Vijaya Babu, Associate Professor, VFSTR | Member | |
| 4. | Dr. K. Srinivasa Rao, Assistant Professor, VFSTR | Member | |
| 5. | Dr. Reema Chakravarti, Assistant Professor, VFSTR | Member | |
| 6. | B. Nandini (251FQ01003) | Member | B. Nandini |
| 7. | T. Raghudheeraj (251FQ01002) | Member | T.R. Dheeraj |
| 8. | K. Rajesh (251FQ01001) | Member | |

**Action recorded:**

1. The feedback given by students and faculty has shown that there is some deviation from the lecture plan and the syllabus covered.
2. The chairman has advised all the faculty members to complete the T1 syllabus within the stipulated time.
3. The committee advised the faculty to conduct extra classes to complete the syllabus.
4. The committee suggested that all the faculty members complete the T1 Assessment without delay.

# VFSTR :: Vadlamudi
## CMC Report (BoA member)
## M.A, ENGLISH, I Year - II Semester, A Section

| Year Coordinator | | | | | Section Coordinator | | | | |
|---|---|---|---|---|---|---|---|---|---|
| S.No | Subject Name | Faculty Name | Alloted | Taken | As per lecture plan (Yes/ NO) | % of syllabus covered | No. of extra hours required | Is data available in MOODLE or not | Any Specific remarks/ suggestions |
| 1 | AN INTRODUCTION TO ELT | Dr. Vijayababu Palukuri,Dr. Heisnam Kenny Devi | 26 | 17 | yes | 80 | NO | yes | |
| 2 | ADVANCED LITERARY STUDIES | Dr. G. Nageswara Rao,Dr. Madagani Lavanya | 26 | 20 | yes | 98% | NO | Yes | |
| 3 | LITERARY THEORY | DR. SHAH AL MAMUN SARKAR,Dr. A. Sharada | 26 | 9 | yes | 80% | 1 or 2 classes | yes | No |
| 4 | ADVANCED LISTENING AND SPEAKING SKILLS LAB | Dr. Sri Lakshmi Manasa Dharanikota | 14 | 7 | yes | 90% | — | Yes | |
| 5 | CEFR B1 PROFICIENCY-BEC | Dr Vinod Kumar | 14 | 9 | Yes | 90% | NA | — | Vinod Kumar |
| 6 | TEACHING ASSISTANTSHIP | Ms. Vemavarapu Lydia Vedam | 12 | 0 | yes | 75% | NO | Yes | |
| 7 | AMERICAN LITERATURE | DR. REEMA CHAKRABARTI,Dr. Sameeul Haq Nazki | 26 | 11 | Yes | 98% ~~100%~~ | 1 or 2 Transation Hours | Yes | |

I took all the classes, some mistake is there

Year Coordinator

Board of Academics Member

Head of the Department

School of Applied Sciences and Humanities ★ VFSTR - University, Vadlamudi ★ Head Department of English

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(Deemed to be UNIVERSITY)

Office of Dean – Academics, Assessment and Awards

Date: 19.10.2022

## COURSE MONITORING COMMITTEE

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  - Coverage of syllabus as per lecture plan.
  - Effectiveness in delivering the course contents.
  - Use of teaching aids in class.

- The feedback obtained from the students will be discussed with faculty members by the section coordinator.

- CMC will analyze the feedback obtained from the students and faculty response and may recommend actions based on the need.

- The CMC minutes including action taken report is to be recorded in form of minutes and to be maintained by department.

Dr. P M V Rao

**Dean – AAA**

## DEPARTMENT OF ENGLISH AND OTHER INDIAN & FOREIGN LANGUAGES

## I YEAR – II SEMESTER

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Minutes of the CMC Meeting conducted on 23.03.2026

**Agenda:**

5. Syllabus coverage for Target 1 Assessment in Module - 1
6. Any other point with the permission of the Chair.

**Members Present:**

| Sl. No | Name of the Member | Position | Signature |
|---|---|---|---|
| 1. | Prof. G. Mohana Charyulu, HoD, Dept. of EOFL, VFSTR | Chairman | |
| 2. | Dr. G. Nageswara Rao, Associate Professor, VFSTR | Member | |
| 3. | Dr. P. Vijaya Babu, Associate Professor, VFSTR | Member | |
| 4. | Dr. K. Srinivasa Rao, Assistant Professor, VFSTR | Member | |
| 5. | Dr. Reema Chakravarti, Assistant Professor, VFSTR | Member | |
| 6. | B. Nandini (251FQ01003) | Member | B. Nandini |
| 7. | T. Raghudheeraj (251FQ01002) | Member | T.R.Dheeraj |
| 8. | K. Rajesh (251FQ01001) | Member | |

**Action recorded:**

1. The feedback given by students and faculty has shown that there is some deviation from the lecture plan and the syllabus covered.
2. The chairman has advised all the faculty members to complete the T1 syllabus within the stipulated time.
3. The committee advised the faculty to conduct extra classes to complete the syllabus.
4. The committee suggested that all the faculty members complete the T1 Assessment without delay.

VM

**VFSTR :: Vadlamudi**
**CMC Report (BoA member)**
**M.A, ENGLISH, I Year - II Semester, A Section**

| Year Coordinator | | | | | Section Coordinator | | | | |
|---|---|---|---|---|---|---|---|---|---|
| S.No | Subject Name | Faculty Name | Alloted | Taken | As per lecture plan (Yes/ NO) | % of syllabus covered | No. of extra hours required | Is data available in MOODLE or not | Any Specific remarks/ suggestions |
| 1 | AN INTRODUCTION TO ELT | Dr. Vijayababu Palukuri,Dr. Heisnam Kenny Devi | 52 | 29 | yes | 100 | No | yes | |
| 2 | ADVANCED LITERARY STUDIES | Dr. G. Nageswara Rao,Dr. Madagani Lavanya | 52 | 34 | yes | 100% | No | yes | |
| 3 | LITERARY THEORY | DR. SHAH AL MAMUN SARKAR,Dr. A. Sharada | 52 | 17 | yes | 90 | 1 extra class | yes | No |
| 4 | ADVANCED LISTENING AND SPEAKING SKILLS LAB | Dr. Sri Lakshmi Manasa Dharanikota | 26 | 12 | yes | 90% | — | yes | |
| 5 | CEFR B1 PROFICIENCY-BEC | Dr Vinod Kumar | 26 | 17 | yes | 90% | N/A | — | Vinod Kumar |
| 6 | TEACHING ASSISTANTSHIP | Ms. Vemavarapu Lydia Vedam | 26 | 2 | Yes | 80% | NO | Yes | |
| 7 | AMERICAN LITERATURE | DR. REEMA CHAKRABARTI,Dr. Sameeul Haq Nazki | 52 | 22 | Yes | 98% | 1 or 2 Transaction Hour | Yes | |

Year Coordinator

Board of Academics Member

Head of the Department

School of Applied Sciences and Humanities ★ VFSTR ★ Vadlamudi
Head
Department of English

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Office of Dean – Academics, Assessment and Awards

Date: 19.10.2022

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Dr. P M V Rao

**Dean – AAA**

## DEPARTMENT OF ENGLISH AND OTHER INDIAN & FOREIGN LANGUAGES

### II YEAR – II SEMESTER

Minutes of the CMC Meeting conducted on 09.02.2026

**Agenda:**

1. Syllabus coverage for Target 1 Assessment in Module - 1
2. Any other point with the permission of the Chair.

**Members Present:**

| Sl. No | Name of the Member | Position | Signature |
|---|---|---|---|
| 1. | Prof. G. Mohana Charyulu, HoD, Dept. of EOFL, VFSTR | Chairman | |
| 2. | Dr. G. Nageswara Rao, Associate Professor, VFSTR | Member | |
| 3. | Dr. K. Srinivas Rao, Assistant Professor, VFSTR | Member | |
| 4. | Dr. K. Dinesh, Assistant Professor, VFSTR | Member | |
| 5. | Dr. Reema Chakravarti, Assistant Professor, VFSTR | Member | |
| 6. | Syed Khurshud Begum (241FQ01006) | Member | |
| 7. | Dasari Keerthi Sri (241FQ01001) | Member | |
| 8. | Osman Yassin Hussein Musa (241FQ01004) | Member | |

**Action recorded:**

1. The feedback given by students and faculty has shown that there is some deviation from the lecture plan and the syllabus covered.
2. The committee advised the faculty to conduct extra classes to complete the syllabus.
3. The chairman has advised all the faculty members to complete the T1 syllabus within the stipulated time.
4. The committee suggested that all the faculty members complete the T1 Assessment without delay.

**VFSTR :: Vadlamudi**
**CMC Report (BoA member)**
**M.A, ENGLISH, II Year - II Semester, A Section**

M2

| Year Coordinator | | | | | Section Coordinator | | | | |
|---|---|---|---|---|---|---|---|---|---|
| S.No | Subject Name | Faculty Name | Alloted | Taken | As per lecture plan (Yes/ NO) | % of syllabus covered | No. of extra hours required | Is data available in MOODLE or not | Any Specific remarks/ suggestions |
| 1 | LANGUAGE TESTING AND EVALUATION | DR. K.V.B. Ravindra Babu,DR. PONNURU MAHESH | 41 | 23 | YES | 100% | — | — | |
| 2 | CULTURAL STUDIES | Dr. M Abou Raihan Rinku,Dr. A. Sharada | 41 | 13 | Yes | 100% | — | — | |
| 3 | LITERARY AND CREATIVE WRITING | Dr. P. Sasiratnakar,DR. REEMA CHAKRABARTI,Ms. M. Sahithi | 41 | 3 | Yes | 100% | No | Yes | |
| 4 | TRANSLATION STUDIES (A PRACTICAL APPROACH ORIENTATION LAB) | Dr. Gomatam Mohanacharyulu,Dr. Dinesh K | 51 | 5 | yes | 100% | yes taken | | |
| 5 | PROJECT | Dr. srinivasarao kasarla,Dr Vinod Kumar | 40 | 15 | Yes | 90% | No | Yes | |
| 6 | DEPARTMENTAL COLLOQUIUM | Mr. Guduru Babu,Dr. Sameeul Haq Nazki | 20 | 0 | Yes | 100 | No | Yes | |
| 7 | COUNSELING | Dr. srinivasarao kasarla | 10 | 1 | Yes | 100% | No | — | |

Year Coordinator

Board of Academics Member

Head of the Department

School of Applied Sciences and Humanities ★ VFSTR - University, Vadlamudi ★ Head Department of English

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  - Effectiveness in delivering the course contents.
  - Use of teaching aids in class.

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- CMC will analyze the feedback obtained from the students and faculty response and may recommend actions based on the need.

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Dr. P M V Rao

**Dean – AAA**

## DEPARTMENT OF ENGLISH AND OTHER INDIAN & FOREIGN LANGUAGES

### II YEAR – II SEMESTER

Minutes of the CMC Meeting conducted on 20.04.2026

**Agenda:**

3. Syllabus coverage for Target 1 Assessment in Module - II
4. Any other point with the permission of the Chair.

**Members Present:**

| Sl. No | Name of the Member | Position | Signature |
|---|---|---|---|
| 1. | Prof. G. Mohana Charyulu, HoD, Dept. of EOFL, VFSTR | Chairman | |
| 2. | Dr. G. Nageswara Rao, Associate Professor, VFSTR | Member | |
| 3. | Dr. K. Srinivas Rao, Assistant Professor, VFSTR | Member | |
| 4. | Dr. K. Dinesh, Assistant Professor, VFSTR | Member | |
| 5. | Dr. Reema Chakravarti, Assistant Professor, VFSTR | Member | |
| 6. | Syed Khurshud Begum (241FQ01006) | Member | Sd. Khurshid |
| 7. | Dasari Keerthi Sri (241FQ01001) | Member | D. Keerthi Sri |
| 8. | Osman Yassin Hussein Musa (241FQ01004) | Member | |

**Action recorded:**

1. The feedback given by students and faculty has shown that there is some deviation from the lecture plan and the syllabus covered because the students, along with some faculty members, attended a Two-day International Seminar at Andhra Loyola College on 1st & 2nd April 2026.
2. The committee advised the faculty to conduct extra classes to complete the syllabus.
3. The chairman has advised all the faculty members to complete the T1 syllabus within the stipulated time.
4. The committee suggested that all the faculty members complete the T1 Assessment without delay.

**VFSTR :: Vadlamudi**
**CMC Report (BoA member)**
**M.A, ENGLISH, II Year - II Semester, A Section** M2

| Year Coordinator | | | | | Section Coordinator | | | | |
|---|---|---|---|---|---|---|---|---|---|
| S.No | Subject Name | Faculty Name | Alloted | Taken | As per lecture plan (Yes/ NO) | % of syllabus covered | No. of extra hours required | Is data available in MOODLE or not | Any Specific remarks/ suggestions |
| 1 | LANGUAGE TESTING AND EVALUATION | DR. K.V.B. Ravindra Babu,DR. PONNURU MAHESH | 73 | 40 | Yes | 100 | NO | — | |
| 2 | CULTURAL STUDIES | Dr. M Abou Raihan Rinku,Dr. A. Sharada | 73 | 23 | Yes | 100%. | No | — | |
| 3 | LITERARY AND CREATIVE WRITING | Dr. P. Sasiratnakar,DR. REEMA CHAKRABARTI,Ms. M. Sahithi | 73 | 13 | Yes | 100% | No | Yes | |
| 4 | TRANSLATION STUDIES (A PRACTICAL APPROACH ORIENTATION LAB) | Dr. Gomatam Mohanacharyulu,Dr. Dinesh K | 91 | 18 | Yes | 100%. | Yes, taken | | |
| 5 | PROJECT | Dr. srinivasarao kasarla,Dr Vinod Kumar | 72 | 33 | Yes | 95% | NO | Yes | |
| 6 | DEPARTMENTAL COLLOQUIUM | Mr. Guduru Babu,Dr. Sameeul Haq Nazki | 36 | 0 | Yes | 100 | No | Yes | |
| 7 | COUNSELING | Dr. srinivasarao kasarla | 18 | 3 | Yes | 100%. | NO | Yes | |

**Year Coordinator** **Board of Academics Member** **Head of the Department**

School of Applied Sciences and Humanities ★ VFSTR - University, Vadlamudi ★ Head Department of English

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